



North Tyneside Council

Cabinet

7 September 2023

Monday, 18 September 2023 The Chamber, Quadrant, The Silverlink North, Cobalt Business Park, North Tyneside, NE27 0BY **commencing at 6.00 pm.**

Agenda Item	Page
1. Apologies for Absence	
To receive apologies for absence from the meeting.	
2. To Receive any Declarations of Interest and Notification of any Dispensations Granted	
You are invited to declare any registerable and/or non-registerable interests in matters appearing on the agenda, and the nature of that interest.	
You are also invited to disclose any dispensation in relation to any registerable and/or non-registerable interests that have been granted to you in respect of any matters appearing on the agenda.	
Please complete the Declarations of Interests card available at the meeting and return it to the Democratic Services Officer before leaving the meeting.	
3. Minutes	7 - 22

To confirm the minutes of the meeting held on 31 July 2023.

If you need us to do anything differently (reasonable adjustments) to help you access our services, including providing this information in another language or format, please contact democraticsupport@northtyneside.gov.uk.

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<p>4. Report of the Young Mayor</p> <p>To receive a verbal report on the latest activities of the Young Mayor and Young Cabinet.</p>	
<p>5. 2023–24 Performance and Financial Management Report to 31 July 2023</p> <p>To receive a full overview of both the service delivery and Performance and Budget position across the Authority as at 31 July 2023.</p>	<p>23 – 120</p>
<p>6. Public Spaces Protection Orders</p> <p>To seek approval on proposals to extend the existing Public Spaces Protection Orders for a further period of 3 years following the outcome of a public consultation exercise.</p>	<p>121 – 162</p>
<p>7. Review of Part of North Tyneside Council's Hackney Carriage and Private Hire Licensing Policy</p> <p>To seek approval for the proposed amendments to the existing age standards of licensed vehicles chapter of the Authority's Hackney Carriage and Private Hire Licensing Policy following the outcome of a public engagement exercise.</p>	<p>163 – 280</p>
<p>8. Ambition for Education – Update</p> <p>To receive an update on the work that had progressed regarding the Education Review and seek approval to progress the work with schools and governing bodies in the North East Planning Area.</p>	<p>281 – 314</p>

9. **Carbon Net-Zero 2030 Action Plan – Update** 315 – 384

To receive an update on performance in relation to the carbon footprint of the Authority and carbon footprint of the Borough and seek approval for the Carbon Net-Zero Action Plan.

10. **North Tyneside Transport Strategy Annual Report 2022/23** 385 – 460

To receive the North Tyneside Transport Strategy Annual Information Report 2022/23.

11. **Exclusion Resolution**

This is to give further notice in accordance with paragraphs 5(4) and 5(5) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 of the intention to consider item 9 below in private.

Cabinet is requested to consider passing the following resolution:

Resolved that under Section 100A (4) of the Local Government Act 1972 (as amended) and having applied a public interest test as defined in Part 3 of Schedule 12A of the Act, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act.

Reason(s) for taking Item 12 in private: the report contains information relating to the financial or business affairs of any particular person (including the authority holding the information).

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12. **0.4 of a Hectare of land at Stephenson Street, North Shields** 461 – 470

To consider a report seeking approval for the sale of land at the site of Stephenson Street in North Shields subject to the main terms set out in the report.

13. **Date and Time of Next Meeting**

Monday 16 October 2023 at 6.00pm.

Circulation overleaf ...

Members of the Cabinet

Dame Norma Redfearn DBE (Elected Mayor)

Councillor Karen Clark

Councillor Sandra Graham

Councillor Janet Hunter

Councillor Anthony McMullen

Councillor Carl Johnson (Deputy Mayor)

Councillor Peter Earley

Councillor John Harrison

Councillor Hannah Johnson

Councillor Steven Phillips

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Cabinet

Monday, 31 July 2023

Present: Dame N Redfearn DBE (Elected Mayor) (in the Chair)
Councillors K Clark, P Earley, S Graham, J Harrison,
C Johnson, A McMullen and S Phillips

In Attendance: C Quinn (Young Mayor)
S Rennison (Northumbria Police)
D Hodgson (Business Representative)
D McNally (Age UK, North Tyneside)
R Layton (NT Joint Trades Union Committee)

Apologies: Councillors H Johnson and Janet Hunter

CAB32/23 Declarations of Interest and Dispensations

Councillor K Clark declared a registerable personal interest in agenda Item 5: 2023-24 Financial Management and Performance Report to 31 May 2023 (CAB35/23), as she was a Director and Employee at Justice Prince CIC (Working Roots), which had contracts with North Tyneside Council funded to deliver community-based programmes.

CAB33/23 Minutes

Resolved that the Minutes of the previous meetings held on 26 June 2023 and signed by the Chair.

CAB34/23 Report of the Young Mayor

The Young Mayor reported on the following activities in which he and Young Cabinet Members and/or Youth Councillors had been involved:

- Youth Councillors had attended an allotment and small garden event that provided information about the benefits of creating spaces within schools with experts Vicky Smith from VODA along with Wendy from Lovaine Gardens

Allotment on hand to answer questions which included grant funding offers for schools.

- The Young Mayor had met with the food technology lead from Norham High School, Ms Bowers, to plan the launch of the cost-of-living cookery project as part of his pledge, to include a cost cutting guide and cookery booklet with recipes created by students available on the school lunch menu. He also thanked Shiremoor Adventure Playground would also be running a cookery session over the summer break.
- The Young Mayor and Youth Councillors had taken part in fundraising with bag packing at Morrisons, Whitley Bay.
- Youth Councillors had taken part in the 'State of the Area' planning meetings, this year the theme was North Tyneside 2030 with contributions made on what they believed to be key themes for the future.
- Youth Councillor's, SEND Youth Forum members and Children in Care Council members had attended the launch of a safeguarding video animation at the Jam Jar Cinema, which was made with the North Tyneside Safeguarding Children's Partnership to be used in schools and colleges on how and where they could get help.
- Member of Youth Parliament, Sharon Zeng, had attended the UKYP Annual Conference along with MYPs from around the country, the focus being on Food for Learning Campaign, which calls for free school meals for all young people which would be a topic for debate at the House of Commons.
- The Young Mayor thanked the Authority's Director of Resources, Jon Ritchie, who had met with the young people to explain the financial processes between the Council and Schools, also Community Protection Officer, Katie Lawson, who provided details of the work she and her teams were doing with young people around the borough.
- Youth Councillors had taken part in a Young Carers Awareness session run by Peter Thorpe and Lucy Hodgson and staff from the Young Carers Centre.

The Elected Mayor thanked the Young Mayor for his update and praised the young people for promoting children's safeguarding, and their cost-of-living cookery and fund-raising projects.

(Councillor Clark left the meeting at this point in proceedings and took no part in the following item of business).

**CAB35/23 2023–24 Financial Management and Performance Report
to 31 May 2023**

Cabinet considered the first financial and performance monitoring report outlining the 2023/24 financial position. It provided a full overview of both the budget and service delivery performance position across the Authority as at 31 May 2023. In terms of the budget, it set out the forecast outturn position for 31 March 2024 for both revenue and capital. For performance, it set out the key areas of service delivery, including where this impacted in budget terms; and the key performance metrics which would be monitored by the new Office for Local Government which had now been established by Government.

The report also set out the current position in relation to schools finance, the Authority's Investment Plan and treasury management. In addition, it provided details of additional revenue grants received up until 31 May 2023.

The report set out the programme of work which was in place to manage and mitigate the 2023/24 budget pressures and formed the 2024–2028 Medium Term Financial Plan. From a performance point of view, service delivery overall across the Authority remained strong. Key areas of strength were delivery of the Our North Tyneside Plan 2021–2025 programmes including delivery of the affordable homes and carbon reduction programme. The Ambition for North Tyneside Programme was progressing very well with regeneration projects across all four areas of the borough. The Authority continued to manage high levels of demand in a number of areas including Education, Health and Care Needs Assessments, children in care and home care.

The forecast net pressure for the current year as at 31 May 2023 was £11.7m. A breakdown of this by Directorate was shown in Table 1 of paragraph 1.5.1.2 of the report, with the key areas of variation summarised in the following paragraphs. A more detailed commentary of pressures was contained in section 1 of Annex 1. Many of the pressures in the current year were consistent with those faced in recent years. This included the impact of inflation, on both in-house delivery and externally commissioned services, as well as rising demand and increased complexity for services within both adults and children's social care. An overview of the key areas of pressure and related performance information was set out below.

Adults Services had a forecast pressure of £2.3m. Within this, costs for externally commissioned care were the main cause, with the greatest pressure continuing within residential care. This was partly mitigated by vacant posts, additional health income but the main improvement being seen in increased client contributions. The pressure was driven by a range of factors, but primarily inflationary pressure on care providers fees and the lack of home care provision, resulting in more short-term residential care placements to facilitate hospital discharge. Further detail was contained within section 1.2 of the Annex. From a performance perspective within Adults Services, despite the focus to facilitate hospital discharge, the number of clients in short and long-term placements in residential and nursing care settings had remained constant. There was an on-going drive to find alternatives to short-term residential placements, where home care was not available, as well as improve the monitoring and reporting of these placements. Demand for homecare services remained high and there was ongoing work to support the homecare market, which was a national issue across all authorities.

Children's Services had a forecast pressure of £5.4m. In 2022/23 there were significant pressures (£14.6m at its height) in Children's Services. The majority of this (£12.3m) related to services for children in care. This was due to increased staffing costs for children's social care and increased numbers of children, both in need and in care, compared to the numbers assumed when the budget was set originally.

A significant programme of work to analyse and understand the position, had resulted in an increase to the gross budget of £9.7m based on new assumptions. This assumed a level of children in need at 1,600, with 330 of those being children in care. The associated staffing requirement had been increased to 74 social workers. In previous years the budget had been based on assumptions of 1,400 children in need with 260 children in care, supported by 55 social workers. This led to significant financial pressures as well as increased demand on the team. Within the current year, the increased budget had improved the position, however, there was still a forecast financial pressure due to the number of external residential care placements and the level of demand remaining higher than assumed. The number of children in care was at 362, with the overall level of children in need at 1662. Work was therefore ongoing with this area as part of the programme to mitigate and manage both the budget pressures and set the Medium-Term Financial Plan. More information on Children's Services was set out in section 1.3 of the Annex.

Commissioning and Asset Management (C&AM) had a forecast pressure of £6.2m due to two main areas. Firstly, Home to School Transport which had a pressure of £2.9m due to higher-than-expected levels of children with complex needs who had support with transport. This was further exacerbated by inflationary pressures on the transport contracts. There was also a forecast pressure of £2.9m for Catering Services. This was due to a combination of inflation on the costs of food purchases, staffing costs relating to sickness, maternity cover and 'deep cleaning' days and due to reduced income from fewer schools now using this service. Further information on C&AM was included in section 1.5 of the Annex.

These main pressures in the General Fund were partly offset by a forecast underspend in Central items. This included savings in the minimum revenue provision (£1.5m), treasury management savings (£1.0m) and the application of contingencies for general inflationary pressures (£1.1m). Further details on Central Items is included in section 1.11 of the Annex.

A programme of work was in place to both manage and mitigate the 2023/24 budget pressures as well as form the 2024-2028 Medium Term Financial Plan. A full overview of the 15 workstreams within this programme was set out in section 6 of the Annex. The workstreams included the work in relation to the High Needs Block (section 1.5.2) and Children's Services as referenced above.

In relation to individual schools, they were required to submit their rolling three-year budget plan to the Authority by 31 May each year. All schools had provided returns but two still required final Governor approval, therefore the figures for 2023/24 included in this report were draft.

The provisional outturn for school balances for 2022/23 was a deficit of £0.4m. Budget plans submitted by schools indicated that this would increase to a deficit of £8.5m by the end of 2023/24. There were currently 14 schools that had submitted a deficit budget plan for 2023/24. It was noted that there were five new schools requiring a licenced deficit agreement in 2023/24 and nine schools that continued to require support. Of these nine schools, one had a structural deficit, which meant that the school was unable to submit a recovery plan which showed it coming back into financial balance within 3 years which was required in line with the scheme for financing schools. The Authority would hold budget review sessions with the fourteen schools involved across July and September.

There had also been significant pressures within the Dedicated Schools Grant (DSG) in relation to the High Needs block which ended 2022/23 with an overspend

of £9.6m. As reported previously, to address these pressures, the Authority had joined the Department for Education's (DfE) Safety Valve Intervention Programme on 1 April 2023. Subject to meeting specific performance measures, this would provide the Authority with £19.5m of revenue funding to support the current deficit position within this budget area. The DSG Management Plan (which was submitted to the DfE as part of the agreement), demonstrated how, over a five-year period, the Authority would bring the High Needs Block back into balance by the end of that period. The Authority was on track to reach a positive in-year balance on this budget by the end 2027/2028. The current year position included the first tranche of funding from the DfE of £7.8m.

The Authority's DSG management plan forecasted that there would be 2,134 Education Health and Care Plans (EHCP) maintained in January 2024 and currently the authority was on track to do this. There were 2,140 EHCPs at the end of May 2023. The rate of EHCPs maintained by the Authority had slowed, despite the higher demand for Education, Health and Care Needs Assessments in North Tyneside compared to national and regional rates.

As part of the Safety Valve Intervention Programme, the Authority would receive £4.7m from the DfE in capital funding to support the Dedicated Schools Grant (DSG) Management Plan which would be used to develop an Early Years hub and increase the Additionally Resourced Provisions (ARPs) in schools. As part of this programme, the Authority was working with its maintained special schools to agree pupil numbers and the banding of these pupils which could impact on the funding they received.

The projected outturn position for the Housing Revenue Account (HRA) was an underspend of £0.015m. The main areas of pressure within this budget area related to housing repairs due to the impact of inflationary increases on materials and subcontractor prices. There was also an anticipated pressure due to the 2023/24 pay award expected to be greater than assumed in the HRA Business Plan. Other significant pressures related to the cost-of-living crisis and the continued uncertainty and volatility of utility bill costs. In performance terms for housing, rental income collection was better than forecasted despite the gradual increase in rent arrears for current tenants due to the impact of Universal Credit. Fewer than 1% of homes were empty and available for letting, therefore maximising the amount of rent that could be collected.

The approved 2023–2028 Investment Plan totalled £329m (£114m in 2023/24) and was detailed in table 22 of the Annex, within section 4. A review of the Investment Plan had resulted in proposals for variations (changes to the financing of the Plan) of £6.8m and reprogramming (changes to the delivery of the Plan) of £0.3m in 2023/24, details of which were set out in Section 4 of the Annex, paragraphs 4.3 and 4.4. At the end of May 2023, spend of £6.3m had been incurred in year, representing 5.21% of the overall plan for 2023/24. Progress on the Affordable homes programme; Housing Capital delivery programme; Asset Planned Maintenance programme; Highways and Infrastructure Works; Ambition for North Tyneside; Killingworth Lake; and Waggonways project were detailed in paragraph 1.5.4.2 of the report.

The level of external borrowing (excluding PFI) had remained the same since 31 March 2023 at £422m to 31 May 2023. The level of internal funding remained high at £68.5m at 31 May 2023 (£102m at 31 March 2022). This was in line with the Authority's Treasury Management Strategy as this avoided external interest charges wherever possible.

As at 31 May 2023 the Authority had Treasury investments of £15m. During April and May 2023, £0.2m was generated through interest earned on investments, of which £0.1m related to income earned on HRA balances. The Authority invested in line with Chartered Institute of Public Finance Accountancy (CIPFA) guidance, maintaining a low-risk approach to investments.

The table in paragraph 1.5.6.1 of the report set out the details of new revenue grants received up to the end May 2023.

Cabinet considered the following decision options: either to agree the recommendations as set out in paragraph 1.2 of the report; or alternatively, to not accept the recommendations.

Resolved that (1) the forecast budget monitoring position for the General Fund, Housing Revenue Account (HRA), schools finance and Treasury Management together with the service delivery performance position across the Authority as at 31 May 2023, be noted;

(2) the Authority's Investment Plan spend of £6.3m to 31 May 2023 and the proposed financing of the Plan to the end of the year, be noted;

(3) variations of £6.8m and reprogramming of £0.3m for 2023/24 within the 2023–2028 Investment Plan; be approved; and

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(4) the receipt of £2.274m new grants including the acceptance of all Grant Funding Agreements and, in relation to the UK Shared Prosperity Fund for Communities and Place, be approved, and the Assistant Chief Executive be authorised to procure any goods, works or services to deliver the outcomes for that grant, be approved.

(Reason for decision: It is important that Cabinet continues to monitor performance against the Budget, especially given the current level of financial pressures faced by the public sector.)

CAB36/23 A Strategy for Economic Growth in North Tyneside – North of Tyne Combined Authority of Grant

Cabinet considered a report seeking approval to develop a comprehensive Economic Strategy for North Tyneside and accept grant funding of £65,000 from the North of Tyne Combined Authority to support the development and commissioning of the Strategy.

In May 2021 Cabinet agreed an Inclusive Economic Strategy for North Tyneside. The strategy included a framework, built around the concept of rights to seven fundamental areas. These included Education, Employment, Safety, Social Equity, Housing, Connections and Environment and the Strategy sets out how the Authority can use economic growth to ensure residents had access to good quality provision. As well as ensuring those with protected characteristics were fully linked to opportunities.

The Economic Strategy would take this thinking further and include an additional focus on how North Tyneside as a coordinated 'place' would achieve economic growth and provide a greater understanding of the Boroughs strengths and the opportunities that can act as enablers. The Strategy would then incorporate the principles of the existing Inclusive Economic Strategy which demonstrated how growth would provide opportunity for the Boroughs deprived wards and how it supported the objective of reducing inequalities.

The Authority had allocated a small budget within the Director of Regeneration and Economic Development's approved budget to develop this strategy but by securing the additional North of Tyne Combined Authority (NTCA) funding this work could be truly amplified to ensure that the strategy was fully collaborative

across stakeholders and partners and could clearly demonstrate how the Borough could contribute to the region's aims and objectives, particularly in light of North East Devolution. The project would be delivered in the following stages:

- Consultation – Led by the Authority via the Regeneration and Economic Development Team and the Engagement, Participation and Advocacy Team. Consultation will be carried out with partners, stakeholders, businesses, and residents.
- Economic Analysis – The appointed specialist will look at baseline economic data and provide a robust analysis to set out the position in North Tyneside and identify key strengths, challenges and opportunities.
- Drafting the Strategy – Using feedback from consultation, economic evidence and analysis and information and review from the team, the specialist will draft the strategy in line with key priorities. There will be scheduled review points where feedback and further consultation can be sought before the final draft is produced.
- Publication – The strategy would be published and promoted in partnership with stakeholders and partners as a place-based strategy for the Borough.

This project supported the NTCA's Corporate Plan by defining, understanding, and articulating how North Tyneside can support the key aims and ambitions as outlined within the plan. In particular, how the Borough can deliver against the following portfolios as detailed in the report: Jobs, Innovation and Growth; Education, Inclusion, and Skills; Cultural and Creative.

The strategy would also include North Tyneside's contribution to elements of the following cross-cutting themes as detailed in the report: Net Zero Transition; Inclusive Economy; and Innovation in Recovery.

The Strategy would also ensure that North Tyneside provides an active and meaningful contribution to the following goals as defined in the NTCA Corporate Plan, the value of which would be determined as a result of the Strategy – £1.1bn of new economic growth; 10,000 new jobs; 2.1bn private sector leverage; and 37,000 learning opportunities a year. The Strategy would also be developed in line with the priorities as set out on the North East Devolution Deal to ensure that it had longevity and continued to be meaningful over the next 5 years. In particular, the strategy would consider:

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- Economy & Investment Fund – a scaled up fund underpinned by an investment plan driving inclusive economic growth, net zero and addressing inequalities. The value of which is £48m per year for LA7 totalling £1.4bn over the deal lifetime, with substantial leverage effect.
- Skills, Education & Inclusion – scaling up devolved skills package (to around £60m p.a.), encouraging strong collaboration around education and continuing a focus on inclusion, careers & employability.
- Clean Energy & Net Zero – measures to unlock potential and increased investment in our major industries, businesses and infrastructure to support clean energy & net zero transition.
- Culture, Tourism and Place – scale-up of cross-regional activity and endorsement of major NE opportunities.
- Business Growth & Inward Investment – provisions to join-up regional assets to strengthen investment potential.
- Trailblazer Negotiations and Future Funding – allowing the combined Authority the option to ‘fast track’ into further powers and investment and maximise future funding to the Borough and wider region.

Cabinet considered the following decision options: either to agree the recommendations as set out in paragraph 1.2 of the report; or alternatively, to not accept the recommendations.

Resolved that (1) the Director of Regeneration and Economic Development, be authorised to accept the £65,000 grant funding from the North of Tyne Combined Authority in relation to A Strategy for Economic Growth in North Tyneside;
(2) the Director of Regeneration and Economic Development, in consultation with the Director of Resources and Head of Law, be authorised to enter into the Grant Funding Agreement and any other documentation as required to facilitate resolution (1) above; and
(3) the Director of Regeneration and Economic Development, in consultation with the Director of Resources and the Head of Law, be authorised to commence the procurement of a specialist to assist with analysis work and the drafting of the Strategy for Economic Growth, and to award a contract to the bidder who submits the most advantageous tender in accordance with UK public procurement legislation.

(Reason for decision: Accepting this funding will enable the authority to produce An Economic Strategy for North Tyneside.)

CAB37/23 North The Business Factory (UKSPF) – North of Tyne Combined Authority Acceptance Grant

Cabinet considered a report seeking approval to accept grant funding of £699,648 from the North of Tyne Combined Authority (NTCA) to deliver “The Business Factory” project. Funding had been secured from UK Shared Prosperity Fund (UKSPF) to support residents and businesses in the Borough looking to start up a new business or grow an existing business, with the aim of increasing the number of businesses, availability of jobs and levels of productivity within North Tyneside.

The Authority had been delivering business support within the Borough for over 10 years. Most recently via the European Regional Development Fund (ERDF) funded “Made in North Tyneside – Enterprise Ready (MINT)” project that started in 2019 and ended delivery on 30th June 2023. This was preceded by the “Raising Enterprise” project delivered between 2013 and 2019. The MINT project was delivered by TEDCO Business Support and focused on providing fully funded local start up support to residents and new businesses in North Tyneside, including 1:1 advice, a suite of workshops and access to consultants. The support was delivered under the Authority’s brand “The Business Factory” which had always been owned and managed by the Authority.

The Business Factory also delivered ‘Business Factory Online,’ an online resource where residents and businesses could access support tools. This included fact sheets, business planning tools, diagnostic tools, videos, and tutorials. This offer would continue to be delivered under the new proposals. The Business Factory was managed by the Business and Enterprise team, under Inclusive Economic Growth and as part of the wider Regeneration and Economic Development Directorate (RED). As ERDF funding had now come to an end, officers had been seeking alternative funding sources to deliver business support within the Borough and had successfully secured funding from North of Tyne Combined Authority’s, UKSPF.

The Government launched the UKSPF in April 2022 with funding intended to support activity and interventions previously supported by European Funding and with the primary goal to build pride in place and increase life chances across the UK via activity across three key themes – Community and Place; Supporting Local Business; and People and Skills. On behalf of North Tyneside, Newcastle and

Northumberland, the North of Tyne Combined Authority (NTCA) submitted a Delivery Plan totaling £47.1m across the key themes with circa £19m attributed to the 'Business Support' theme. The plan had been codesigned with the three Local Authorities and stakeholders and it would provide a whole suite of business support for the Authority to refer businesses into. UKSPF provided considerably less funding than what was available from European Funding so delivery needed to be redesigned and reallocated to reflect the reduction.

As part of this Delivery Plan NTCA had allocated to the three North of Tyne Local Authorities £750k each to deliver local support and the remaining amount would be allocated using a 'Dynamic Purchasing System.' This system was a commissioning tool that invited delivery agencies to become part of a supplier framework that could be used by the three Local Authorities and NTCA to deliver activity under the UKSPF programme. This system had been designed to provide a more flexible and efficient way of procuring suppliers whilst at the same time complying with UK procurement legislation. Project delivery would be procured using either the Dynamic Purchasing System where appropriate or directly by the Authority, if required, in line with the Authority's procurement policy and procedure.

As part of the £750k allocation, North Tyneside Council, the Authority would deliver support under the brand of the "Business Factory" to a value of £699,648. The remaining £50,532 allocated to the Authority would be used to continue the service delivered through the Business and Intellectual Property Centre at North Shields Customer First Centre in partnership with Newcastle City Council and Northumberland County Council.

The proposed programme of support would provide a refreshed and revitalised Business Factory website and offer a new approach to business support. This was built around self-guided learning and offered a complementary programme of on the ground activity in line with the following framework:

- WELCOME: Introducing businesses to The Business Factory Online; providing a guided tour of the online materials and functionality, peer to peer networking and Q and A sessions.
- INSPIRE: Inspiring residents to startup businesses through exciting events to promote entrepreneurial skills.
- EXPLORE: Providing short and targeted sector specific start up programmes.
- DEVELOP: Delivering thematic workshops for established businesses.

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- GROW: Offer of consultancy and mentor support to achieve specific growth outcomes for established businesses.

Appendix 1 to the report illustrated the customer journey within the operational framework linked to output delivery.

The project would focus on collaboration and play a key role in pulling together all business support activity accessible to residents and businesses in the Borough. This would make sure that North Tyneside was getting the most out of business support programmes being delivered by partners operating across wider North East geography. It would also ensure that activity was clearly aligned to complementary delivery programmes within the Authority. This included establishing strong relationships with the successful and developing Working Well Hubs to provide targeted and accessible support to those hardest to reach with the aim of improving inequalities. All activity commissioned under the project would be closely aligned to the objectives of the Working Well Hubs.

In addition, a key principle of the project was to ensure activity was inclusive, flexible, and defined by ongoing dialogue with businesses linked to the developing Business Engagement Strategy. Details of the project outputs and outcomes were set out in section 1.5 of the report. The timescales for delivery were – Project Start Date – 1st July 2023; Refreshed Business Factory Launch Date – 1st October 2023; and Project End Date – 31st March 2025.

Cabinet considered the following decision options: either to agree the recommendations as set out in paragraph 1.2 of the report; or alternatively, to not accept the recommendations.

Resolved that (1) the Director of Regeneration and Economic Development, be authorised to accept the £699,648 grant funding from the North of Tyne Combined Authority in relation to The Business Factory;

(2) the Director of Regeneration and Economic Development, in consultation with the Director of Resources and the Head of Law, be authorised to enter into the Grant Funding Agreement and any other documentation as required to facilitate resolution (1) above; and

(3) the Director of Regeneration and Economic Development, in consultation with the Director of Resources and the Head of Law, be authorised to undertake any necessary procurements to support the project delivery set out paragraph 1.1 of

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the report and to award a contract to the bidder who submits the most advantageous tender in accordance with UK public procurement legislation.

(Reason for decision: Accepting this funding will enable the Authority to establish The Business Factory support offer for North Tyneside.)

CAB38/23 Exclusion Resolution

Resolved that under Section 100A (4) of the Local Government Act 1972 (as amended) and having applied a public interest test as defined in Part 2 of Schedule 12A of the Act, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act.

CAB39/23 Tyne Brand Strategic Property, Tynemouth

Cabinet considered a report seeking approval to purchase all the land interests necessary by the Authority within the site boundary (as indicated on the plan at Appendix 1) for the acquisition of the former Tyne Brand site, Tynemouth; and to declare the "Hunters Engineering" site (as indicated on the plan at Appendix 2) surplus to the Authority's requirements and to dispose of the site to facilitate the relocation of an existing business currently located within the Tyne Brand site boundary.

At its meeting on 25 January 2021 Cabinet approved the North Shields Masterplan. The plan identified several housing sites including the redevelopment of the former Tyne Brand factory site as key to the regeneration ambitions for North Shields.

The Tyne Brand site was currently in multiple ownership (including North Tyneside Council owned land). Despite several attempts by private developers to assemble the land, the market had failed to bring forward a viable development for the site. It was therefore considered appropriate for the Authority to take steps to acquire the sites to bring them into public ownership and secure onward development. This approach was agreed by Cabinet on the 24 January 2022. In addition, Cabinet supported the utilisation of a Compulsory Purchase Order to acquire the land should purchase by voluntary agreement not be possible.

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This report detailed the voluntary acquisition of land interests on the Tyne Brand site as well as the necessary site development procedures.

Cabinet considered the following decision options: either to agree the recommendations as set out in paragraph 1.2 of the report; or alternatively, to not accept the recommendations.

Resolved that (1) the “Hunters Engineering” site as detailed in Appendix 2 to the report as being surplus to the Authority’s requirements and its disposal, be approved;

(2) the Director of Housing and Property Services, in consultation with the Director of Commissioning and Asset Management, the Director of Resources, the Head of Law and the Cabinet Member for Finance and Resources, be authorised:

- i. to take all necessary steps to purchase all the land interests necessary for the acquisition of the former Tyne Brand site, North Shields, as indicated on the plan at Appendix 1.
- ii. to take all necessary steps to procure and enter into a contract to secure the demolition of all existing buildings on the former Tyne Brand site, North Shields, as indicated on the plan at Appendix 1.
- iii. to take all necessary steps to procure and enter into a contract to undertake site and ground investigation across the former Tyne Brand site, North Shields, as indicated on the plan at Appendix 1.

(Reason for decision: It is considered the best and only way to acquire the necessary land interests by agreement to develop the site and comply with the requirements of any subsequent Compulsory Purchase Order process.)

CAB40/23 Date and Time of next meeting

Monday 18 September 2023 at 6.00pm.

Minutes published on Thursday 3 August 2023

The decisions contained within these Minutes may be implemented (unless called in by 3 Non-Executive Members for consideration by the Overview, Scrutiny Co-ordination and Finance Committee) immediately following the expiry of the call-in period; i.e. 5.00pm on Thursday 10 August 2023.

**North Tyneside Council
Report to Cabinet
18 Sept 2023**

**Title: 2023/24 Performance and Financial Management Report
to 31 July 2023**

Portfolios:	Elected Mayor	Cabinet Member:	Dame Norma Redfearn DBE
	Finance and Resources		Councillor Anthony McMullen
	Deputy Mayor		Councillor Carl Johnson

Report from: Finance and Corporate Strategy

Responsible Officer: Jackie Laughton, Assistant Chief Executive
Tel: 643 5724
Jon Ritchie, Director of Resources
Tel: 643 5701

Wards affected: All

1.1 Executive Summary

1.1.1 This report provides Cabinet with a full overview of both the service delivery performance and budget position across the Authority as at 31 July 2023. For performance, it sets out the key areas of service delivery for Cabinet to note, including where this impacts in budget terms. In terms of the budget, it sets out the forecast outturn position to 31 March 2024 for both revenue and capital.

1.1.2 The report also sets out for Cabinet to note the current position in relation to schools finance, the Authority's Investment Plan, developers' contributions and treasury management. In addition, it provides details of additional

revenue and capital grants received up until 31 July 2023 for Cabinet to approve.

- 1.1.3 From a performance point of view, service delivery overall across the Authority remains strong. The Authority continues to manage high levels of demand in a number of areas including Education, Health and Care Needs Plans, children in care, children in need, home care provision, residential and nursing care placements all of which have financial implications. Key areas of strength are delivery of the Our North Tyneside Plan 2021-2025 priorities such as the affordable homes programme and carbon net zero. The Ambition for North Tyneside Programme is progressing well with regeneration projects across the four areas of the borough. Capital investment continues to deliver planned improvement works helping maintain council homes at the decent homes standard. Council Tax and Business Rates collection also remains on track.
- 1.1.4 Since the last report, the number of children in care has increased from 362 in May to 376 in July. The Authority currently has an additional 64 children in need and an additional 46 children in care, compared to budgeted levels. The result of the additional children in care compared to May combined with the current mix of placements has driven a £1.093m worsening of the Children's position, to a total forecasted pressure of £6.474m. All other services areas have seen their financial position improve helping to mitigate the increase in Children's resulting in an overall improvement of £0.389m to the position compared to May 2023.
- 1.1.5 From a budget perspective, the overall projection for 2023/24 is that the General Fund will outturn with a pressure of £11.311m and the Housing Revenue Account will have a forecast underspend of £0.053m.
- 1.1.6 The report sets out the programme of work which is in place to manage and mitigate the 2023/24 budget pressures and form part of the 2024-2028 Medium Term Financial Plan.

1.2 Recommendations

- 1.2.1 It is recommended that Cabinet:
- (a) Notes the update provided on the Performance of the Authority including updated data on the key pressures facing the Authority and progress against the Our North Tyneside Plan 2021-2025,
 - (b) notes the forecast budget monitoring position for the General Fund, Housing Revenue Account (HRA), schools finance and Treasury

Management together with the service delivery performance position across the Authority as at 31 July 2023 (sections 1.5.1, 1.5.2, 1.5.3 and 1.5.5 of this report),

- (c) notes the Authority's Investment Plan spend of £19.264m to 31 July 2023 and the proposed financing of the Plan to the end of the year (section 1.5.4 of this report),
- (d) approves variations of £5.579m and reprogramming of £8.489m for 2023/24 within the 2023-2028 Investment Plan (section 1.5.4 of this report) and note the current position with Developers' Contributions (section 1.5.6),
- (e) approves the receipt of £1.066m new revenue grants (as outlined in section 1.5.7 of this report), and £0.775m of new capital grants to be applied in 2023/24 (as outlined in section 1.5.8 of this report), and
- (f) approves the budget setting timetable for the 2024/28 Medium Term Financial Plan (as outlined in Appendix 2).

1.3 Forward Plan:

- 1.3.1 Twenty-eight days' notice of this report has been given and it first appeared on the Forward Plan that was published on 23 June 2023.

1.4 Authority Plan and Policy Framework:

- 1.4.1 This report relates to all priorities in the Our North Tyneside Plan.

1.5 Information:

1.5.1 General Fund

- 1.5.1.1 Service delivery overall across the Authority remains strong, particularly in relation to the key policy priorities of the Our North Tyneside Plan 2021-2025. The Authority is on track against its commitment to become carbon net-zero by 2030. Carbon reduction in council service operations has achieved 58% against the baseline year of 2010/11. The ambition to deliver 5,000 Affordable Homes is on track against the profiled target with 2,144 homes delivered at the end of quarter one. The Ambition for North Tyneside Programme is progressing with regeneration projects in all four areas of the borough. Council Tax and Business Rates collection remains strong and comparable with national performance. **Page 25**

- 1.5.1.2 The Council is experiencing challenges in some areas of delivery, which impact on the overall financial forecast for the year. This most significant elements are summarised below, with changes since the previous report to Cabinet highlighted.
- 1.5.1.3 Within Children's Services, the number of children in care has increased from 362 in May to 376 in July. Although the overall level of children in need has decreased slightly to 1,664 (1,669 in May), the numbers remain significantly above those used to set the budget for the year. As previously reported, the increase to the gross budget of £9.700m in 2023/24 assumes levels of 1,600 children in need, 330 children in care and a staffing requirement of 74 social workers.
- 1.5.1.4 The Authority currently has an additional 64 children in need and an additional 46 children in care, compared to budgeted levels, leading to a significant financial pressure being forecast. The costs of residential placements are individually high reflecting both significant inflationary and complexity pressures. The result of the additional 14 children in care compared to May combined with the current mix of placements has driven a £1.093m worsening, to a total forecasted pressure of £6.474m. Further detail is provided in the Annex in section 1.3.
- 1.5.1.5 Within Commissioning and Asset Management (C&AM) there are higher than expected levels of children with complex needs who have support with transport, linked to the number of pupils with Education, Health and Care Plans (EHCPs) the authority maintains. The number of children requiring home to school transport has risen from 614 in April 2016 to 897 in May 2023. This, along with inflationary pressures on the transport contracts, means that Home to School Transport has a pressure of £2.892m.
- 1.5.1.6 Catering Services also have a combination of inflation on the costs of food purchases, staffing costs relating to sickness, maternity cover, 'deep cleaning' days and reduced income from fewer schools now using this service has led to a forecast pressure of £2.938m. The resultant overall position in Commissioning and Asset Management is a pressure of £6.002m, an improvement of £0.169m from May. Further information on C&AM is included in section 1.5 of the annex.
- 1.5.1.7 Within Adults Services the focus remains to facilitate hospital discharge and reduce the number of clients in short- and long-term residential and nursing care placements by maximising the use of home care. Pressure continues within residential care, although the number of home care hours provided

are slowly starting to increase and the volume of people in residential placements have started to fall, the reduction in reliance on short-term residential placements is not yet established. The overall number of clients has fallen from 1,250 in May to 1,157 in July.

1.5.1.8 There is ongoing work to support the homecare market, which is a national issue across all authorities. Since the last report to Cabinet, the Department of Health (DoH) recently announced £570m additional workforce funding over a 2-year period, a supplement to the Market Sustainability and Improvement Fund (MSIF). North Tyneside's allocation for 2023/24 is £1.568m and the grant conditions allow local authorities to decide how they focus the funding to make tangible improvements to adult social care capacity. They can choose to use the funding to:

- Increase fee rates paid to adult social care providers
- Increase adult social care workforce capacity and retention
- Reduce adult social care waiting times

Improvements must be reported in at least one of the target areas with assurance that other target areas have not worsened. The template for this will be released from the DoH in due course and local authority officers are currently working through detailed grant conditions to develop proposals. The financial impact of the grant and the associated spend is reflected in the current forecasts.

1.5.1.9 The falling number of clients, combined with the application of additional income and partial mitigation of vacant posts has seen an improvement to the Adults position of £0.496m. The overall forecast pressure in Adults Services is now £1.780m. Further detail is contained within section 1.2 of the annex.

1.5.1.10 The impact of this has been factored into the financial forecasts for the year. As at 31 July 2023, the Authority is showing a forecast net pressure for the current year of £11.311m. This is an improvement of £0.389m since May's position.

1.5.1.11 Offsetting the above pressures are organisation wide savings resulting from changes in the minimum revenue provision (£1.500m), treasury management savings (£1.000m) and the application of contingencies for general inflationary pressures (£2.102m). These items partly offset the overall forecast pressure by £4.741m. Further detail is included in section 1.11 of the annex.

1.5.1.12 A more detailed commentary of the overall financial position is contained in section 1 of Annex 1. However, the key areas of variation behind the forecast

net pressure for the current year as at 31 July 2023 of £11.311m are summarised in the following table.

1.5.1.13 Table: 1 2023/24 General Fund Revenue Forecast Outturn as at 31 July 2023 by Directorate

Services	Budget	Forecast July	Variance July	Variance May	Change since May
	£m	£m	£m	£m	£m
Adults Services	64.328	66.108	1.780	2.276	(0.496)
Children's Services	34.146	40.620	6.474	5.381	1.093
Public Health	1.477	1.477	0.000	0.000	0.000
Commissioning & Asset Management	8.590	14.592	6.002	6.171	(0.169)
Environment	42.469	42.329	(0.140)	(0.034)	(0.106)
Regeneration & Economic Development	11.383	11.383	0.000	0.383	(0.383)
Corporate Strategy	2.316	2.643	0.327	0.452	(0.125)
Chief Executive Office	(0.070)	(0.083)	(0.013)	(0.009)	(0.004)
Resources	4.838	5.809	0.971	0.997	(0.026)
General Fund Housing	2.343	2.994	0.651	0.651	0.000
Central Items	(9.542)	(14.283)	(4.741)	(4.568)	(0.173)
Support Services	20.181	20.181	0.000	0.000	0.000
Total Authority	182.459	193.770	11.311	11.700	(0.389)

1.5.1.14 Cabinet will wish to note that a programme of work is in place to both manage and mitigate the 2023/24 budget pressures as well as form the 2024-2028 Medium Term Financial Plan. A full overview of the 15 workstreams within this programme was included in the May report. The Senior Leadership Team (SLT) have worked with Senior Officers across the organisation to consider a range of in-year mitigations that could be explored to support the 2023/24 position. A summary of the options will be presented to lead Members in due course and included in future Performance and Finance reports to Cabinet.

1.5.2 Schools

1.5.2.1 Individual schools are required to submit their rolling three-year budget plan to the Authority by 31 May each year. 14 schools submitted a deficit budget plan for 2023/24 and deficit review sessions started with these schools during July 2023 and will continue in September. To further support schools

in deficit, the Education and Skills Funding Agency (ESFA) have extended their offer to provide School Resource Management Advisors (SRMA) to visit schools and provide a comprehensive review of their finances.

- 1.5.2.2 In July, Schools Forum reviewed the funding allocations of Falling Rolls funding, Growth funding and Schools in Financial Difficulty funding, based on eligibility criteria and the recommendations from the School's Forum Finance Sub-group. Further information on Schools is included in section 2.0 of the annex.
- 1.5.2.3 Cabinet will recall there has also been significant pressures within the Dedicated Schools Grant (DSG) in relation to the High Needs block which ended 2022/23 with an overspend of £9.591m. As reported previously, to address these pressures, the Authority joined the Department for Education's (DfE) Safety Valve Intervention Programme, the first submission to the DfE was 16 June where the Authority reported it is on track to reach a positive in-year balance on this budget by the end 2027/2028. Positive feedback was received and the next submission is due on 15 September 2023.
- 1.5.2.4 The Authority's DSG management plan forecasts that there would be 2,134 Education Health and Care Plans (EHCP) maintained in January 2024 and currently the authority is on track to do this. There are 2,136 EHCPs at the end of July 2023. The rate of EHCPs maintained by the Authority has slowed, despite the continued high demand for assessments in North Tyneside compared to national and regional rates.

1.5.3 Housing Revenue Account

- 1.5.3.1 Again, performance is strong in this area. Housing rental income collection is better than forecast, although officers are monitoring closely the increasing arrears for current tenants. This performance is encouraging, especially given the impact of the rent increase and Universal Credit, which both increase the amount of income that has to be collected. Empty homes levels are very low at around half a percentage point, which represents around 75 homes out of over 14,000 in total. This is a significant help in maximising the amount of rent that can be collected and invested in improving service delivery to tenants.
- 1.5.3.2 The projected outturn position for the Housing Revenue Account (HRA) is an underspend of £0.053m. The main areas of pressure within this budget area relate to housing management costs and more specifically to the costs of utilities attached to sheltered accommodation schemes. The Housing Repairs service continues to deal with inflationary increases on materials and subcontractor prices, however, at the current time the overall Repairs

spend is forecast to come in on budget. There is also an anticipated pressure due to the 2023/24 pay award expected to be greater than assumed in the HRA Business Plan.

1.5.4 Investment Plan

1.5.4.1 The approved 2023–2028 Investment Plan totals £340m (£120m in 2023/24) and is detailed in table 23 of Annex, within section 4.

1.5.4.2 Following a series of budget challenge sessions held with project managers and Directors to understand delivery plans and risks, a review of the Investment Plan has resulted in proposals for variations (changes to the financing of the Plan) of £5.579m and reprogramming (changes to the delivery of the Plan) of £8.489m in 2023/24, details of which are set out in Section 4 of Annex, paragraphs 4.2 and 4.3. At the end of July 2023, spend of £19.264m had been incurred in year, representing 16.03% of the approved plan for 2023/24. This is higher than the 13.74% incurred by this stage in 2022/23.

1.5.4.3 At the end of July significant investment had been made in the following areas:

- **Housing Revenue Account (HRA) Capital Programme;** Over £6m (c.25% of the budget) has been invested in delivering planned improvement works to maintain homes to the decent homes standard including kitchen and bathroom replacements, roof replacements, redecoration works, fencing replacements, heating replacement works. Officers continue to manage the risks that could impact on delivery and costs including the availability of resources to deliver the works, as well as delayed and reduced supply of building materials, which is a global issue.
- **Highways and Infrastructure Improvements;** Almost £5m of improvement works (c.21% of the budget) have been delivered including integrated transport improvements including the North Shields Transport Hub, the resurfacing programme, flood alleviation measures as well as the progression of a number of major highways improvement schemes such as the Seafront Sustainable Cycle Route, Stephenson Street junction upgrade and the next phase of the Routes to Metro Project.
- **Affordable homes delivery;** Almost £3m of works (c.21% of the budget) associated with the delivery of affordable homes, through the Authority's Trading Company as well as the HRA New Build programme. The Authority's Trading Company currently owns 101 homes following the purchase of 7 homes since 1 April 2023 and has offers accepted on three more homes. The HRA New Build Programme is currently on site at three

projects including a further phase of HUSK, converting garage sites in Battle Hill with 9 affordable homes and the conversion of two recreation rooms at Forest Hall and at Wallsend to two bungalows. Further development sites across the borough are in the process of being purchased, designs produced and applications for planning permission submitted.

- **Vehicle Replacement;** £1.9m (c.76% of the budget) relating to investment under the rolling vehicle replacement programme, ensuring the Authority's fleet are aligned to operational delivery requirements. Five new refuse collection vehicles have been delivered, orders have been placed for two bin lift vehicles and a 12-tonne sweeper.
- **Education improvement works;** £1.4m of planned works delivering improvements in condition and capacity within the Borough's schools (c.12% of the budget) with significant investment works to be delivered during the summer holidays. Major works underway at Beacon Hill School to increase capacity. Whilst it is not a project funded by the Authority, significant support is being provided to Whitley Bay High School in the delivery of the new £30m school opening this month.
- **Strategic Asset Maintenance;** £0.7m (c.24% of the budget) has been invested delivering planned preventative maintenance activity within the Authority's operational asset portfolio. Works have been completed at High Borrans and works are currently in progress at the Saville Exchange.
- **Leisure Improvements;** £0.6m (c.14% of the budget) relating to the conclusion of works to upgrade the Authority's tennis facilities as well as the commencement of major works to develop a Regional Sports Hub at St Peter's.

1.5.4.4 In addition to the proposed variations outlined within the report, work is ongoing to confirm the resource requirement to support investment in replacing the Authority's fibre networks as part of its Wide Area Network and the planned replacement of the Enterprise Resource Planning (ERP) system. Once confirmed, this will be considered as a variation to the Investment Plan to enable the procurement processes to proceed.

1.5.5 Treasury Management

1.5.5.1 The level of external borrowing (excluding PFI) has remained at £422.443m in the period to 31 July 2023. The level of internal funding remains high at £68.532m at 31 March 2023 (£102m at 31 March 2022). This is in line with the Authority's Treasury Management Strategy as this avoids external interest charges wherever possible.

1.5.5.2 As at 31 July 2023, the Authority had Treasury investments of £15m. During June and July 2023, £0.493m was generated through interest earned on investments from General Fund and HRA balances. The Authority invests in line with Chartered Institute of Public Finance Accountancy (CIPFA) guidance, maintaining a low-risk approach to investments.

1.5.6 Developer Contributions

1.5.6.1 Section 106 monies relate to contributions received by the Authority through planning gain. £20.342m of contributions have been received to date, with £12.848 spent or committed through the Investment Programme Board process. £7.494m as of 31 July 2023 remains uncommitted, with officers developing plans to utilise this in line with the conditions of the s106 agreement and the Authority's strategic objectives. Further information is provided in section 6 of the Annex and shows an improving position in terms of utilisation.

1.5.6.2 Community Infrastructure Levy (CIL) £0.675m funding has been received by the Authority to date. CIL continues to develop within the Authority and further updates will be incorporated within this report when projects are developed, and funds utilised.

1.5.7 New Revenue Grants Received

1.5.7.1 The table below sets out the details of new revenue grants received up to end July 2023 for Cabinet's approval.

Table 3 – Grants Received June and July 2023/24

Directorate	Grant Provider	Grant	Purpose	2023/24 value £m
Housing	DLUHC	Homelessness Prevention Grant 2023/24 Homes for Ukraine Funding Top Up to support guests into sustainable accommodation	To help local authorities support Ukrainian guests as they move into their second year and to reduce the risk of homelessness.	0.203
Regeneration & Economic Development	Department for Transport	Bikeability Grant Awards 2023/24	To support cycle training to every eligible child.	0.020

Children's	Youth Custody Service/ HM Prison & Probation Services	Remands to youth secure accommodation of children and young people	Transfer of responsibility to Local Authorities for cost of remand to youth detention.	0.008
Environment	Electricals Recycling Fund	Material Focus (Joint Trade Associations Contract Ltd)	To support the additional and separate vape collections, and to purchase bins to increase the number of Waste from Electrical and Electronic Equipment (WEEE) banks in the borough.	0.012
Childrens	Early Help	Reducing Parental Conflict	To strengthen strategic leadership training for frontline staff to deal with parental conflict.	0.030
Childrens	Corporate Parenting	Data and Digital Solutions Fund (DDSF)	A regional grant to explore and improve data pertaining to the voice of children and families in children's social care.	0.425
Childrens	Youth Justice Service	Youth Justice Good Practice Grant	Reduction in youth offending.	0.021
Childrens	Corporate Parenting	Mockingbird Project	Funding to support the development of further "Mockingbird constellations" across the NE region to provide on-going support to foster carers.	0.089
Childrens	Employment & Skills	Working Well	Extend the Working Well pilot in North Shields and deliver a comparison pilot in Wallsend Town Centre and activities across the wider Borough.	0.258
Total				1.066

1.5.8 New Capital Grants Received

1.5.8.1 Table 4 below sets out the details of new capital grants received up to end July 2023 for Cabinet's approval.

Table 4 – Capital Grants Received June and July 2023/24

Directorate	Grant Provider	Grant / Project	Purpose	2023/24 value £m
Commissioning & Asset Management	Department for Education	High Needs Provision Capital Allocation	£4.681m of Capital funding has been awarded from the DfE to support the wider Safety Valve Programme, to deliver new places and improve the existing provision for pupils with Special Educational Needs and Disabilities.	0.475
Regeneration & Economic Development	North of Tyne Combined Authority	Wallsend Town & High Street Programme	North of Tyne Combined Authority have awarded £0.300m of capital resource relating to the digital infrastructure to ensure the works will align with the requirements of the Cultural Quarter and businesses within it.	0.300
Regeneration & Economic Development	North of Tyne Combined Authority	North Shields Cultural Quarter - Globe Gallery/Business Centre	£0.300m of additional capital funding has been awarded by North of Tyne Combined Authority relating to proposed investment in the Globe Gallery and Business Centre as part of developing the cultural quarter. The funding will be received and used in 2024/25 to invest in mechanical, electrical and building improvements.	0.000
Total				0.775

1.6 Decision Options:

1.6.1 The following decision options are available for consideration by Cabinet:

1.6.2 Option 1

Cabinet may approve the recommendations at paragraph 1.2 of this report.

1.6.3 Options 2

Cabinet may decide not to approve to recommendations at paragraph 1.2 of this report.

1.7 Reasons for Recommended Option:

1.7.1 Option 1 is recommended for the following reasons:

1.7.2 Cabinet is recommended to agree the proposals set out in section 1.2 of this report as it is important that Cabinet continues to monitor performance against the Budget, especially given the current level of financial pressures faced by the public sector.

1.8 Appendices:

Annex 1: Financial Management Report to 31 July 2023

Annex 2: Performance Report to 31 July 2023

Appendix 1: Investment Plan Summary

Appendix 2: Budget Setting Timetable 2023/24

Appendix 3: S106 Spend & Commitments Summary

Appendix 4: S106 Spend & Commitments Detail

1.9 Contact Officers:

Jon Ritchie – Corporate Finance matters – Tel. (0191) 643 5701

Claire Emmerson – Corporate Finance and Schools matters – Tel. (0191) 643 8109

David Dunford – Corporate Finance and General Fund matters – Tel. (0191) 643 7027

Jane Cross – Corporate Finance and General Fund matters – Tel. (0191) 643 3166

David Mason – Investment Plan matters – Tel. (0191) 643 5747

Darrell Campbell – Housing Revenue Account matters – Tel. (0191) 643 7052

Jackie Laughton – Policy and Performance matters – Tel. (0191) 643 5724

Pam Colby – Policy and Performance matters – Tel. (0191) 643 7252

1.10 Background Information:

1.10.1 The following background papers and research reports have been used in the compilation of this report and are available at the offices of the author:

(a) Revenue budget 2023/24

https://my.northtyneside.gov.uk/sites/default/files/web-page-related-files/NTC%20Revenue%20Budget%202023_24.pdf

(b) Investment Plan 2023–2028

<https://democracy.northtyneside.gov.uk/documents/s11473/Annex%201%20Appendix%20D%20i%202023%20-%202028%20Investment%20Plan.pdf>

(Agenda reports pack 16 February 2023 – Appendix D(i))

(c) Reserves and Balances Policy

<https://democracy.northtyneside.gov.uk/documents/s11480/Annex%201%20Appendix%20G%20-%202023->

[24%20Reserves%20and%20Balances%20Policy.pdf](https://democracy.northtyneside.gov.uk/documents/s11480/Annex%201%20Appendix%20G%20-%202023-24%20Reserves%20and%20Balances%20Policy.pdf)

(Agenda reports pack 16 February 2023 – Appendix G)

(d) Overview, Scrutiny and Policy Development Performance Report

<https://democracy.northtyneside.gov.uk/documents/s11482/Annex%201%20Appendix%20I%20-%202023->

[24%20Report%20of%20the%20Overview%20Scrutiny%20and%20Policy%20Development%20Committee%20Jan%20202.pdf](https://democracy.northtyneside.gov.uk/documents/s11482/Annex%201%20Appendix%20I%20-%202023-24%20Report%20of%20the%20Overview%20Scrutiny%20and%20Policy%20Development%20Committee%20Jan%20202.pdf)

(Agenda reports pack 16 February 2023 – Appendix I)

(e) North Tyneside Safety Valve Agreement

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1142857/North_Tyneside_Safety_Valve_Agreement_2022-2023.pdf

PART 2 – COMPLIANCE WITH PRINCIPLES OF DECISION MAKING

2.1 Finance and Other Resources

2.1.1 Financial and other resources implications are covered in the body of the report.

2.2 Legal

2.2.1 The Authority has a duty to ensure it can deliver a balanced budget. The Local Government Act 2003 imposes a duty on an authority to monitor its

budgets during the year and consider what action to take if a potential deterioration is identified.

2.3 Consultation/Community Engagement

2.3.1 Internal Consultation

Internal consultation has taken place with the Cabinet Member for Finance and Resources, the Elected Mayor, the Deputy Mayor, Cabinet Members, the Senior Leadership Team and Senior Finance Officers.

2.3.2 External Consultation / Engagement

The 2023/24 budget was completed after widespread consultation and community engagement in line with the Authority's approved Budget Engagement Strategy.

2.4 Human Rights

2.4.1 The proposals within this report do not have direct implications in respect of the Human Rights Act 1998.

2.5 Equalities and Diversity

2.5.1 There are no direct equalities and diversity implications arising from this report.

2.6 Risk Management

2.6.1 Potential future financial pressures against the Authority are covered in this report and registered through the Authority's risk management process.

2.7 Crime and Disorder

2.7.1 There are no crime and disorder implications directly arising from this report.

2.8 Environment and Sustainability

2.8.1 There are no direct environmental and sustainability implications arising from this report.

PART 3 - SIGN OFF

- Chief Executive X
- Director of Service X
- Mayor/Cabinet Member(s) X
- Chief Finance Officer X
- Monitoring Officer X
- Assistant Chief Executive X

2023/24 Financial Management Report Annex

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SECTION 1 – SERVICE COMMENTARIES

1.1 Meetings have been held between finance officers and budget managers to review the forecast position for 2023/24, with the forecast being prepared on a prudent basis to give sight of the overall challenges at this stage in the financial year. In addition, a challenge session was held to review the bi-monthly financial position and service performance with the Elected Mayor and Cabinet with the Assistant Chief Executive, Director of Resources and senior officers. In the future, Service Directors and their senior teams may also attend these challenge sessions as appropriate to discuss specific plans in progress to mitigate any pressures.

1.2 Adults Services

1.2.1 Adults Services is showing a forecast variance of £1.780m against its £64.328m net controllable expenditure budget. The net budget for 2023/24 has increased by £0.118m from May 2023, within this there were no savings targets allocated for 2023/24.

1.2.2 **Table 1: Forecast Variation for Adults Services as at 31 July 2023**

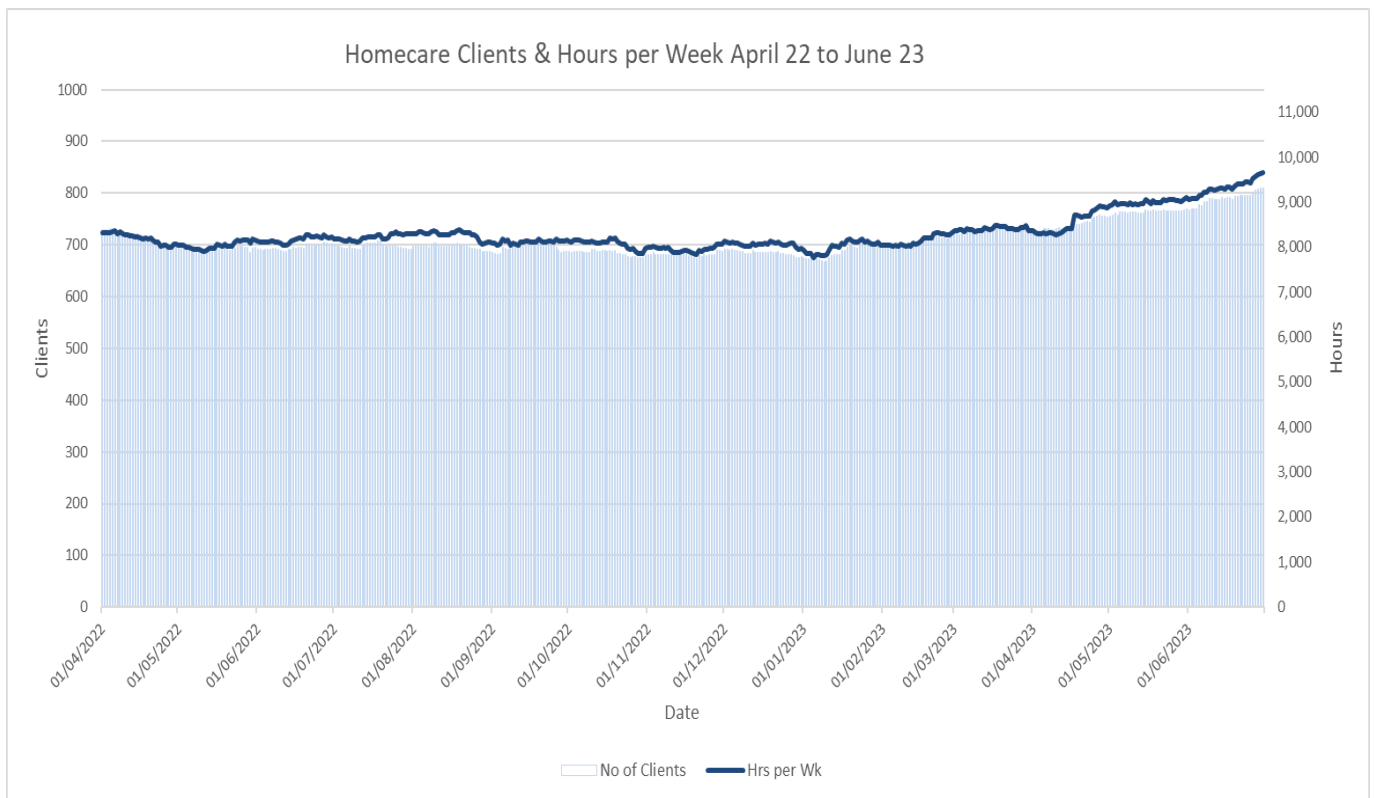
	2023/24 Budget £m	July Forecast £m	July Variance £m	May Variance £m	Change £m
Central, Strategy and Transformation	0.854	0.934	0.080	0.060	0.020
Social Work and Associated Activity	8.373	8.155	(0.218)	(0.112)	(0.106)
Integrated Services	2.687	1.853	(0.834)	(0.789)	(0.045)
Business Assurance	0.373	0.401	0.028	0.029	(0.001)
Sub-total Operations	12.287	11.343	(0.944)	(0.812)	(0.132)
Wellbeing and Assessment	17.382	18.371	0.989	0.742	0.247
Learning Disability	30.304	30.818	0.514	0.910	(0.396)
Mental Health	4.583	5.688	1.105	1.253	(0.148)
Other Services	(0.228)	(0.112)	0.116	0.183	(0.067)
Commissioned Services	52.041	54.765	2.724	3.088	(0.364)
Total Adult Services	64.328	66.108	1.780	2.276	(0.496)

Main budget pressures across Adults Services

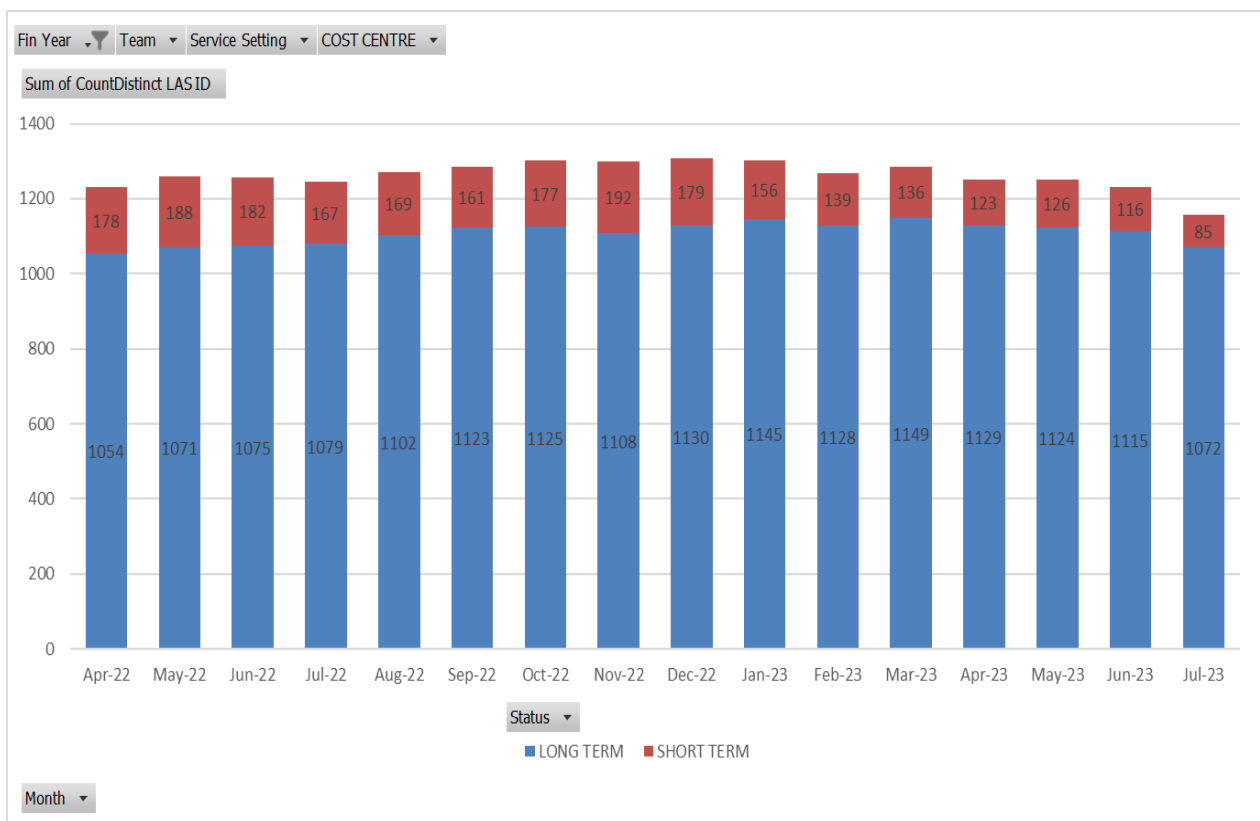
- 1.2.3 The analysis of sub-service areas is reported to show the split between the operational aspects of the service and the externally commissioned care costs. The operational costs of the service are forecasting an underspend of £0.944m, an increase of £0.132m since the May position.
- 1.2.4 Cabinet will recall, as part of the 2023/24 budget process, that £0.400m additional funding was allocated to address the problems with recruitment and retention of staff and the inconsistent grading of social work posts across the authority. The impact of this investment has been positive however we continue to see a high turnover of staff which is reflected in the increased underspend. A Short-Term Review Team has recently started to add capacity, support and challenge into the system.
- 1.2.5 Adult Services continues to manage a complex budget and is required to deal with a combination of funding arrangements, pressures, and national policy changes. On 28 July 2023 the Department of Health announced a supplement to the Market Sustainability and Improvement Fund – Workforce Fund. Nationally, this was worth £570m over 2 years, with £365m being allocated in 2023-24. North Tyneside will receive £1.568m in 2023/24, this is currently reflected in the overall position while officers continue to work through the detailed grant conditions.
- 1.2.6 Whilst there continues to be a shortage of homecare provision nationally, within the borough there has been a steady increase in home care hours provided since April. As at the end of July there were 60 clients on the brokerage waiting list, reduced down from 108 in April, which continues to improve. During 2022/23 the lack of home care provision resulted in increased short term residential care placements, in June 2023 there were 24 new short-term placements, which was a continued overall decline. The Authority continues to work with providers to look at new and innovative solutions to further maximise efficiency and support the “home-first” approach.
- 1.2.7 As previously reported, Adult Social Care Discharge funding of £1.343m, part of the Better Care Fund (BCF) for 2023/24, includes a scheme to increase in-house homecare capacity, this will increase control of home care provision with a focus on reablement. The posts will be directly employed by the authority and will form part of the social care career pathway.

- 1.2.8 The hospital stepdown beds, additional Extra Care placements and reablement flats that helped with the transition from hospital during 2022/23, allowed more clients to receive community-based care. These initiatives worked extremely well across the winter to help maintain hospital flow and prevent delayed discharges. There was a total of 151 service users supported in these services up to February 2023, they allowed for admissions at very short notice, excellent flow through and from the extra care stepdown services 63% of clients were discharged back home. If it was assumed these clients had gone into residential care and remained there the saving across these services is £1.529m per annum. Work is on-going to look for similar arrangements and support for 2023/24.
- 1.2.9 The transition of complex clients from both Children's Services and long-term hospital settings are a pressure for Adult Services which continues to be monitored. The Authority works closely with the ICB to ensure funding contributions for clients with these health needs continue on an equitable basis but the social care element continues to grow. Funding received from the ICB for S117 mental health after care services has increased overall (ICB contribution for these clients is 50% of total care costs), however, there continues to be pressure around funding from the NHS for clients with shared care and to support mental health infrastructure originally established in relation to clients resettled from long stay NHS hospitals.
- 1.2.10 Cabinet will recall there was investment of 3.5 FTE admin posts, £0.106m in the Adult Social Care Finance Team to improve the income and debt collection processes which is now starting to impact positively on client contributions.
- 1.2.11 Work is on-going on the Health & Social Care workstream as part of the 2024 – 2028 Medium Term Financial Plan (MTFP). This is a cross cutting exercise involving Public Health colleagues to consider the medium to long-term pressures and efficiencies that health and social care adult services will face.

1.2.12 Chart 1: Number of Clients and Total Hours purchased for Homecare



1.2.13 Chart 2: Overall Numbers of Clients in Residential and Nursing Care



1.3 Children, Young People and Learning (CYPL)

1.3.1 Children's Services is showing a forecast variance of £6.474m against its £34.146m net controllable expenditure budget. The net budget has increased by £0.879m from May as centrally held inflationary budgets were allocated to address pressures. There were no new savings targets allocated in 2023/24.

1.3.2 Table 2: Forecast Variation for Children's Services as at 31 July 2023

	2023/24 Budget £m	July Forecast £m	July Variance £m	May Variance £m	Change £m
Corporate Parenting & Placements	26.938	31.444	4.506	3.551	0.955
Quality of Practice	0.754	0.893	0.139	0.135	0.004
Multi-agency Safeguarding Arrangements	0.120	0.147	0.027	0.025	0.002
Health, Information & Advice, Virtual School & Emotional Wellbeing (HIVE)	0.013	0.013	0.000	0.000	0.000
Early Help & Vulnerable Families	1.805	1.606	(0.199)	(0.200)	0.001
Employment & Skills	0.725	0.719	(0.006)	(0.005)	(0.001)
Children's Disability Service	1.709	3.534	1.825	1.731	0.094
Education North Tyneside	1.604	1.968	0.364	0.302	0.062
Youth Justice Service	0.621	0.439	(0.182)	(0.158)	(0.024)
Regional Adoption Agency	(0.143)	(0.143)	0.000	0.000	0.000
Total Children's Services	34.146	40.620	6.474	5.381	1.093

Main budget pressures across Children’s Services

1.3.3 The “Handling Children’s Finance” workstream continues to work to address the pressures in Corporate Parenting linked to a higher number of children in need 1,664 and children in care 376.

1.3.4 The £6.474m forecast pressure partly relates to an increasing number of external residential care and external supported accommodation placements as work is ongoing to reach the “core” children in care numbers as well as the placement mix identified in the workstream, see table 4. The forecast also reflects ongoing pressure within the Children’s Disability Service and inhouse children’s homes.

1.3.5 **Table 3: Forecast Variation for Children’s Services Split between Operational & Commissioned Care Costs**

	2023/24 Budget	July Forecast	July Variance	May Variance	Change since May
	£m	£m	£m	£m	£m
Commissioned Services	9.055	12.356	3.301	2.563	0.738
In-house Services	11.516	13.483	1.967	1.850	0.117
Staffing & Operations	13.718	14.924	1.206	0.968	0.238
Regional Adoption Agency	(0.143)	(0.143)	0.000	0.000	0.000
Total Children’s Services	34.146	40.620	6.474	5.381	1.093

1.3.6 Table 3 shows the Children’s Services position split between operational and commissioning pressures. The increased pressure in staffing & operations includes a reduction in SLA income from schools to Education North Tyneside as well as pressures for payments and allowances to families.

1.3.7 The increased pressure in Children’s Disability Services relates to an increased forecast on short break care which, as cabinet will recall, work is on-going to identify additional resources to meet need which is vital to families and

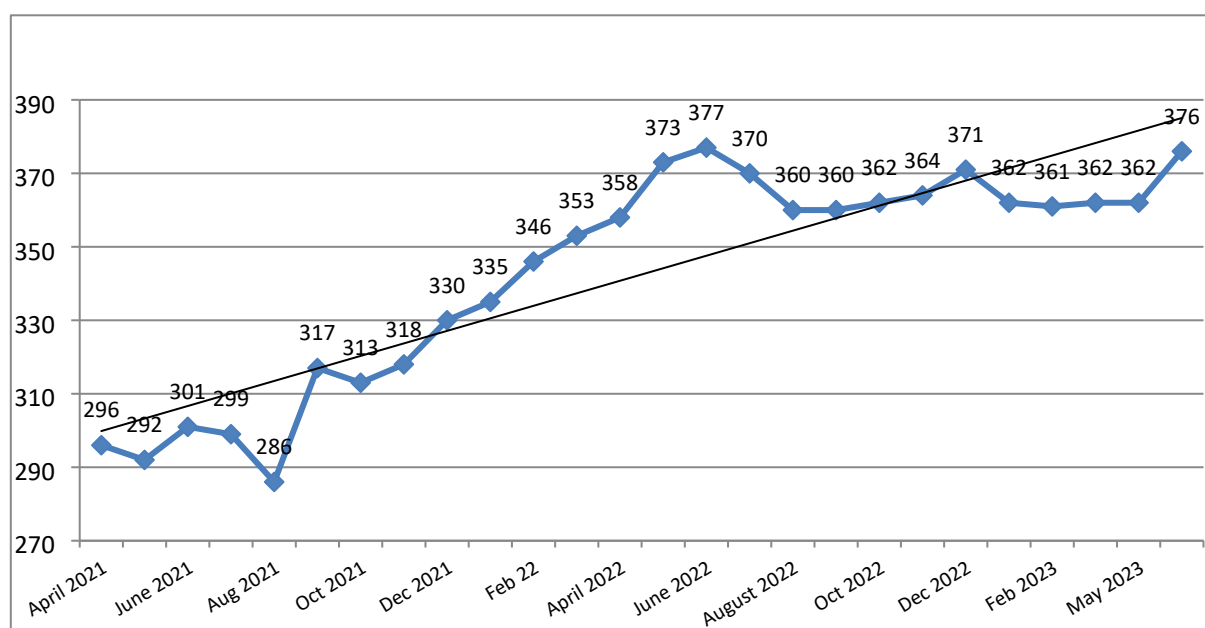
carers. Lack of provision could lead to future breakdown in care arrangements.

1.3.8 Commissioned services are showing a pressure of £3.301m, an increase of £0.738m since May which reflects the overall increase in Children in Care. In July there were 376 children in care compared to 362 in May. This increase has resulted in an increase in external fostering placements however we are still seeing pressures in external residential and supported accommodation placements above the “core” number reflected in the budget.

1.3.9 Table 4: “Core” Number of Children in Care and planned placement mix

Placement Type	“Core” Mix	No. of “Core” Children	No. of Children May 23	No. of Children July 23
External Residential Care	7.0%	23	27	26
External Fostering	6.7%	22	22	27
In-House Fostering	61.7%	204	209	222
External Supported Accommodation	9.7%	32	46	41
In-House Residential Care	6.4%	21	21	21
Other	8.5%	28	37	39
Total	100%	330	362	376

1.3.10 Chart 3: Number of Children in Care at the end of each month



1.3.11 The forecast is based on the children in care at the end of July 2023. Chart 3 shows the number of children in care was 376, this is higher than the “core” number of 330 and in increase from May when there were 362 children in care.

1.3.12 Current numbers include 25 unaccompanied asylum-seeking children (UASC) under the age of 18 and 14 above 18 years of age now classed as leaving care. The Authority is mandated to take 39 UASC. This is offset by an increase in external funding however the total funding received still leaves a shortfall of £0.024m to cover the cost of the placements and allowances. The additional placements required for UASC increases the pressure on the sufficiency of placements available within the Borough. Work is ongoing with Housing to look for innovative local solutions.

Corporate Parenting and Placements

1.3.13 Table 5: Analysis of Pressures in Corporate Parenting and Placements

Type of Service	2023/24 Budget	July Forecast	July Variance	May Variance	Change since May
	£m	£m	£m	£m	£m
Care provision – children in care	16.270	19.213	2.943	2.280	0.663
Care provision – other children	4.434	4.963	0.529	0.464	0.065
Management & Legal Fees	0.035	0.657	0.622	0.583	0.039
Social Work	6.150	6.557	0.407	0.219	0.188
Safeguarding Operations	0.049	0.054	0.005	0.005	0.000
Total	26.938	31.444	4.506	3.551	0.955

Care Provision – Children in Care

1.3.14 Table 6 gives a further breakdown of the care provision costs for the 376 children in care. Since May there has been an increase in numbers of children both within in-house and external fostering and while this has increased the pressure, it is a way of mitigating against high costs for external provision. There is a continued pressure within in-house residential care, however unit

costs for external residential care continue to increase significantly more than inhouse services and there are plans to look to increase the capacity of the in-house provision.

1.3.15 The number of Children in Care can be volatile, with an increase of 14 children since May and costs for individual children can be very high. There is always a potential risk that the forecast could increase if numbers of care nights delivered on complex cases starts to rise above current levels.

1.3.16 **Table 6: Forecast cost, forecast variance, average placement cost and placement mix**

Placement Type	2023/24 Budget £m	July Forecast £m	July Variance £m	Average Annual Placement Cost	Number of Children		
					"Core"	May 2023	July 2023
External Residential Care	5.492	5.581	0.089	£0.340	23	27	26
External Fostering	0.993	1.166	0.173	£0.045	22	22	27
In-House Fostering Service	5.627	5.613	(0.014)	£0.025	204	209	222
External Supported Accommodation	1.686	3.474	1.788	£0.097	32	46	41
In-House Residential Care	2.472	3.379	0.907	£0.161	21	21	21
Other*	-	-	-	-	28	37	39
Total	16.270	19.213	2.943	-	330	362	376

*Other includes Placed for Adoption, Placed with Parents/Parental Responsibility.

1.3.17 The average annual placement cost is based on the full year effect of the packages in place at the end of July, however the forecast is based on actual activity and expected duration of placements. We have seen a reduction of 1 child in external residential placements and the overall % of fostering placements is above the "core" mix we are aiming for, however whilst the number of children in care is 46 above the "core" number the pressure will continue.

- 1.3.18 External fostering is currently supporting 27 children in care, this has increased by 5 and is now above the number of “core” children in care that would expect to be placed in external fostering arrangements. However external fostering is still a preferred option for children in care, after in-house fostering.

Care Provision – Other Children (not in care)

- 1.3.19 The increased pressure of £0.065m relating to care provision for children not in the care system relates to children under a Special Guardianship Order (SGO), as this is a means tested allowance, there is an increasing pressure due to the impact of the cost-of-living crisis. There is also an increased pressure within adoption services as there has been an increase in the number of children adopted.

Management and Legal Fees

- 1.3.20 This area has a forecast pressure of £0.622m however some of the pressure within this area is due to residual savings targets, which the service are looking to reprofile. There is also an ongoing pressure due to increased legal fees and whilst there has been an exercise to provide more support internally from Legal Services, there remains a pressure around court fees.

Social Work

- 1.3.21 The pressure has increased by £0.187m which relates to Section 17 payments to families, transport costs and interpretation all which continues to see a high level of demand as families continue to be impacted by the cost-of-living crisis.

1.4 Public Health

- 1.4.1 Public Health is forecasting to outturn on budget, which is the same as the May Cabinet Report.

1.4.2 Table 7: Public Health Forecast Variation

	Budget £m	Forecast July £m	Variance July £m	Variance May £m	Change since May £m
Public Health Ring Fenced Grant	(0.032)	(0.032)	0.000	0.000	0.000
0-19 Children's Public Health Service*	0.273	0.273	0.000	0.000	0.000
Community Safety & Resilience	0.334	0.334	0.000	0.000	0.000
Public Protection	0.902	0.902	0.000	0.000	0.000
GRAND TOTAL	1.477	1.477	0.000	0.000	0.000

* the 0-19 Children's Public Health Service forms part of the Public Health Ring Fenced Grant

1.4.3 There is an overspend in Public Protection which is mainly due to the ongoing pressures with the taxi licensing service of £0.120m as a result of the costs to run the service, coupled with reduced income due to the number of drivers and vehicles reducing before and during the pandemic and not currently seeing any signs of recovery. However, this is being mitigated by other funding streams within Public Health to bring the service to a nil variance.

1.5 Commissioning and Asset Management

1.5.1 Commissioning and Asset Management (C&AM) is showing a pressure of £6.002m as set out in Table 8, an improvement of (£0.169m) since the May Cabinet report.

1.5.2 Table 8: Commissioning and Asset Management (C&AM) Forecast Variation

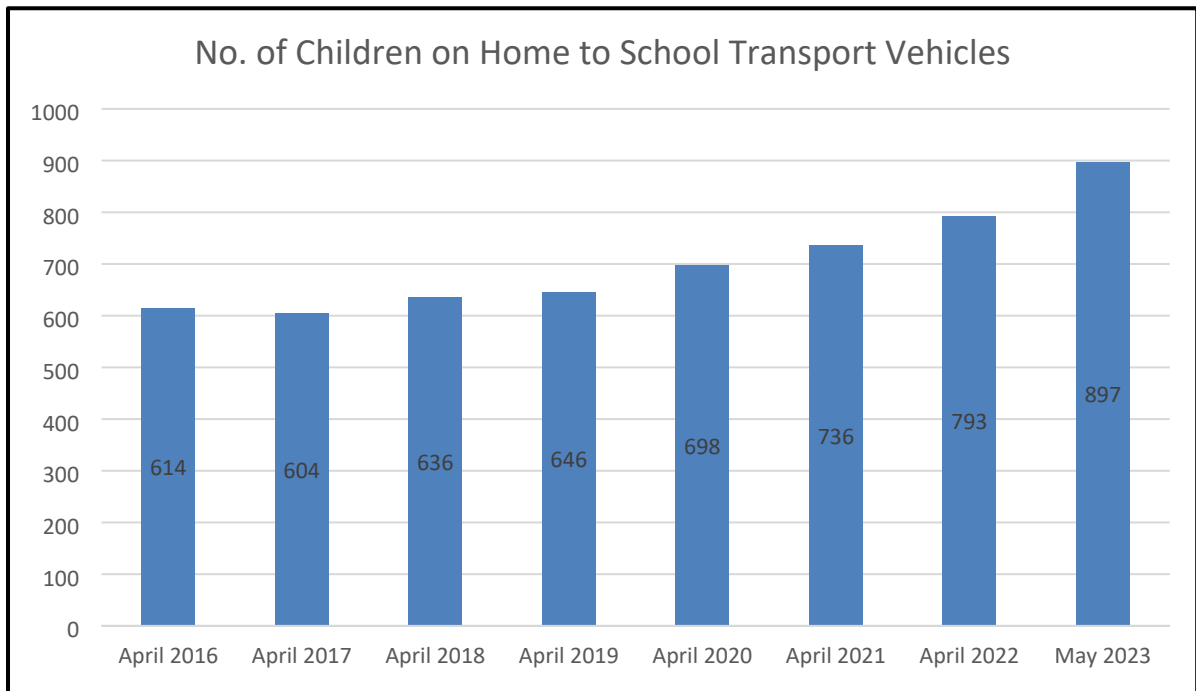
	Budget	Forecast	Variance	Variance	Change
	£m	July	July	May	since
	£m	£m	£m	£m	May
					£m
School Funding & Statutory Staff Costs	5.468	5.511	0.043	0.063	(0.020)
Commissioning Service	0.486	0.463	(0.023)	(0.026)	0.003
Facilities & Fair Access	1.354	7.289	5.935	5.957	(0.022)
Strategic Property & Investment	1.037	1.117	0.080	0.080	0.000
Property	(0.022)	(0.022)	0.000	0.000	0.000
Commissioning & Asset Management & Support	0.168	0.135	(0.033)	(0.003)	(0.030)
Procurement	0.099	0.099	0.000	0.100	(0.100)
GRAND TOTAL	8.590	14.592	6.002	6.171	(0.169)

1.5.3 The main budget issues relate to Facilities and Fair Access which is showing a forecast pressure of £5.935m (May pressure of £5.957m). The Home to School Transport position is forecasting a pressure of £2.892m which relates to the sustained increase in children with complex needs attending special schools of £1.431m and inflationary pressures of £1.461m. Demand pressures in High Needs is a known issue nationally and is also impacting on the High Needs budget within the Dedicated Schools Grant. As a result of the increase in need for home to school transport for children with additional needs, the number of children in vehicles has risen from 614 in April 2016 to 897 in May 2023 as shown in the performance data and 65.19% of the reported pressure relates to Special Schools. Work is continuing on route rationalisation using the new QRoute system as well as looking at new options about transport delivery.

1.5.4 There is a pressure on the catering service of £2.938m due to inflationary pressures of £1.673m, wages of £0.192m from the additional hours worked to cover sickness, maternity leave and deep cleaning days and the cumulative effect of no annual pay rise being allocated in the budget for additional hours worked and also management operational pressures. There are pressures on paid school meals of £0.089m and SLA income of £0.075m due to the number of schools that have left the SLA in recent years. The service is currently

reviewing all costs associated with SLA provision to mitigate the loss of income. The management and central establishment element of the catering SLA cannot now be recovered from the schools that have left the SLA which is a pressure of £0.319m. There is also pressures on income budgets due to reduced SLA and paid meals income as a result of schools leaving the catering service and pupils not returning to paid schools meals post COVID 19 pandemic of £0.439m and lost income from other catering post COVID 19 pandemic of £0.151m.

- 1.5.5 Cleaning has a pressure of £0.059m due to inflation. There is also a pressure on Attendance and Placement/Access & Admissions of £0.046m due the removal of DSG funding £0.030m and reduction in school attendance penalty notices income forecast £0.016m.
- 1.5.6 The remaining main pressures are on school funding and statutory staff costs of £0.043m due to a pressure on teachers early/ill health retirements of £0.085m due to removal of DSG funding which is partially offset by redundancy payments savings (£0.030m) and school related premises costs savings (£0.012m).
- 1.5.7 There are also pressures on Strategic Property & Investment due to no car parking income being received for Quadrant of £0.101m which are partially offset by operational savings (£0.021m). The property forecast currently assumes that Capita will make a forecast payment at year end of £0.579m to balance actual net expenditure to budget.
- 1.5.8 53.96% of the total service pressures are due to inflation for which there has been no corresponding budget increase or mitigation of costs within the service.
- 1.5.9 The forecast deficit for catering has increased by £0.099m due to this forecast being based on more detailed actual data being available for 2023/24. However, this is wholly offset by a reduction in the pressure on cleaning services £0.052m, due to the actual income schedule for 2023/24 now being confirmed, and the delivery of a cross cutting procurement savings from mobile and voice data contract of (£0.100m).
- 1.5.10 **Chart 4: Increase in Numbers of Children Accessing Home to School Transport**



1.6 Environment

1.6.1 Environment is forecasting an underspend of £0.140m, as set out in Table 9 below, an increase of £0.106m since the May Cabinet Report.

1.6.2 Table 9: Forecast Variation in Environment

Service Areas	Budget £m	Forecast July £m	Variance July £m	Variance May £m	Change since May £m
Bereavement	(0.549)	(0.544)	0.005	(0.027)	0.032
Fleet Management	0.730	0.697	(0.033)	(0.007)	(0.026)
Head of Service Environment & Leisure	0.147	0.125	(0.022)	(0.037)	0.015
Library & Community Centres	6.152	6.260	0.108	0.192	(0.084)
Sport & Leisure	5.106	5.305	0.199	0.156	0.043
Street Environment	9.285	9.312	0.027	0.083	(0.056)
Waste & Refuse Management	4.345	4.311	(0.034)	(0.065)	0.031
Waste & Recycling Disposal Contracts	12.116	11.726	(0.390)	(0.329)	(0.061)
Street Lighting PFI	5.137	5.137	0.000	0.000	0.000

Service Areas	Budget	Forecast July	Variance July	Variance May	Change since May £m
	£m	£m	£m	£m	£m
GRAND TOTAL	42.469	42.329	(0.140)	(0.034)	(0.106)

- 1.6.3 Bereavement is forecasting a pressure of £0.005m, which reflects a higher increase in expenditure compared to the forecast overachievement against challenging income targets; the potential full operational 12 months of burials and cremations compared to 2022/23 (where the replacement of the cremator at Whitley Bay was not completed until July 2022) is contributing to the overachievement of income.
- 1.6.4 Street Environment is forecasting a £0.027m pressure, which is an improvement on the last reported position. As previously mentioned, the overall pressure in the service area reflects higher than expected operational costs including essential expenditure on a new ICT system linked to management of the Council's tree stock. In addition, the higher inflationary cost of obtaining materials, equipment or supplies across the service are a contributing factor and forecast to impact against base budgets resulting in many minor cost pressure variances. Mitigations within the wider Environment service have helped to partly mitigate the pressure in Street Environment.
- 1.6.5 A underspend of (£0.033m) is now forecast in Fleet Management, an improvement of (£0.026m) since the May Cabinet Report. The forecast assumes the budgeted allocation £1.110m of revenue financing repayment being made linked to the Capital Vehicle Replacement Programme.
- 1.6.6 Sport & Leisure is forecasting a £0.199m cost pressure which is an adverse change of £0.043m since the May Cabinet Report. This worsening reflects a less optimistic picture on income generation than previously reported which is mainly linked to Contours Gym member and users, where an income shortfall of £0.200m is now forecast.
- 1.6.7 Libraries & Community Centres is forecasting a £0.108m pressure which is an improvement of £0.084m compared to the May Cabinet Report. The reported variance includes a £0.137m cost pressure against Wallsend Customer First Centre linked to inflationary increases to the annual Rent paid to the building landlords. In addition, there are income pressures across all of the Libraries

and Customer First Centres. The income pressures are proposed to be managed and absorbed by mitigating actions across the service over the course of the financial year.

- 1.6.8 A combined underspend of £0.424m is forecast in Waste Management and Waste & Recycling Disposal Contracts which is an improvement of £0.030m compared to the May Cabinet Report.
- 1.6.9 Of that £0.424m forecast, Waste & Recycling Disposal Contracts is reporting a (£0.390m) underspend which reflects the ongoing underspend from 2022/23 around Kerbside/Home Recycling Disposal costs which are forecast to be significantly lower than the base budget given the current market rate for recycled materials and subsequent lower disposal gate fee per tonne.
- 1.6.10 In terms of performance during 2022/23, there was 36% of waste recycled, reused and composted, which was a reduction of 2 percentage points compared to the previous two years. This was largely attributable to a significant reduction in composting from households due to the unseasonably hot weather during the period.
- 1.6.11 Waste & Refuse Management is forecasting a £0.034m underspend, which can be attributed to a combined forecast overachievement on income of (£0.163m) across Commercial Waste & Special Collections. The forecast income mitigates the higher than anticipated operational pressures around fleet/transport costs.
- 1.6.12 Although a nil variance is to be reported on the Street Lighting PFI Contract, the cost pressure against electricity is forecast to increase to £1.773m which, combined with the inflationary cost pressure against the Unitary Charge, requires an anticipated £2.251m Contribution from Reserves.
- 1.6.13 During 2022/23, carbon reduction in council service operations have decreased by 58% against the baseline year in 2010/11.

1.7 Regeneration and Economic Development

1.7.1 Regeneration and Economic Development (R&ED) is forecasting a breakeven position as shown in Table 10 below, which is an improvement of (£0.383m) since the May Cabinet report.

1.7.2 **Table 10: Forecast Variation for Regeneration and Economic Development**

Service Areas	Budget	Forecast July	Variance July	Variance May	Change since May
	£m	£m	£m	£m	£m
Culture	1.628	1.781	0.153	0.160	(0.007)
Business & Enterprise	0.814	0.729	(0.085)	(0.024)	(0.061)
Regeneration	0.428	0.656	0.228	0.227	0.001
Resources & Performance	0.363	0.440	0.077	0.064	0.013
Technical Package - Planning	0.303	0.296	(0.007)	0.000	(0.007)
Technical Package - Transport & Highways	7.847	7.481	(0.366)	(0.044)	(0.322)
GRAND TOTAL	11.383	11.383	0.000	0.383	(0.383)

1.7.3 Culture is forecasting a pressure of £0.153m which is an improvement of (£0.007m) since the May Cabinet Report. This is due to revised costings for the Mouth of Tyne Festival resulting in a total forecast pressure of £0.093m as a result of increased production costs for the event and ticket sales being below capacity. The precept to Newcastle Council for Tyne & Wear Museums & Archives has an increased pressure of £0.032m due to increases in staffing costs. The service has seen a number of posts regraded (with pay back dated to April 2022), which has resulted in a staffing pressure of £0.100m across the service for 2023/24. Some of these pressures have been offset by the forecast income from the profits of Whitley Bay Playhouse (£0.060m).

1.7.4 The technical package for both Transport & Highways and Planning is forecasting an underspend of (£0.373m) which is as a result of additional staffing costs being expected to be charged into Capital and S278 works currently being undertaken across the service.

1.7.5 The forecast pressure within Regeneration is mainly due to an ongoing issue at the former Swans site in relation to costs and income shortfalls relating to

the Centre for Innovation (CFI) building which were present during 2022/23 and are expected to continue in 2023/24. Despite the shortfall, the service is still actively marketing vacant units and looking to attract tenants.

1.7.6 Resources & Performance is showing an increased pressure of £0.077m due to staffing pressures in the management team following a restructure.

1.7.7 Business & Enterprise is forecasting an underspend of £0.085m, which is an improvement on the previously reported £0.024m underspend. This is due to increased costs being grant funded within Raising Enterprises (£0.030m) along with increased grant income within Inward Investment (£0.032m).

1.8 Corporate Strategy

1.8.1 Corporate Strategy is forecasting a £0.327m pressure, an improvement of £0.125m since the May Cabinet report.

1.8.2 Table II: Forecast Variation Corporate Strategy

Service Areas	Budget	Forecast July	Variance July	Variance May	Change since May
	£m	£m	£m	£m	£m
Children's Participation & Advocacy	0.475	0.537	0.062	0.052	0.010
Community & Voluntary Sector Liaison	0.367	0.367	0.000	0.000	0.000
Corporate Strategy Management	0.736	0.953	0.217	0.254	(0.037)
Elected Mayor & Executive Support	0.043	0.042	(0.001)	0.000	(0.001)
Marketing	0.445	0.376	(0.069)	0.035	(0.104)
Policy Performance and Research	0.250	0.368	0.118	0.111	0.007
GRAND TOTAL	2.316	2.643	0.327	0.452	(0.125)

1.8.3 Children's Participation & Advocacy is overspent by £0.062m, an increase of £0.010m since the May Cabinet Report. This is due to the net impact of additional unfunded posts linked to Social Inclusion activities and demands

which is anticipated to result in a £0.271m Employee/Staffing cost pressure being forecast, with partially mitigating income from external and internal sources identified. Approved 2023/24 revenue growth of £0.104m has been allocated and been absorbed with the staffing cost pressure. Over (£0.080m) income/staff time recharged from the Holiday Activities Fund is included in the variance together with additional income recharges for staff time and services delivered.

- 1.8.4 An overspend of £0.217m is forecast against Corporate Strategy Management which reflects a £0.107m underachievement against a cross service income target (assuming no income generation will occur). Included within the overall forecast is a £0.100m staffing pressure relating to the Customer Service Programme.
- 1.8.5 There is a £0.120m staff cost pressure forecast in Marketing (a result of increasing capacity within the team and the regrading of existing posts), which is partially mitigated by reduced spend/income overachievement. Included within the Employee cost pressure, staff will receive a 'Standby' payment (on a call out rota basis) to cover Emergency Planning/unsocial call out Marketing & Public Relations activities when required is likely to be a £0.010m annual pressure in 2023/24 going forward. The position is partly mitigated by a £0.100m underspend in Design.
- 1.8.6 Within Policy Performance and Research, a number of staff are paid through ring-fenced budgets and through Service Level Agreements with other services or schools. Together with capacity issues over the last couple of years, plus increased hours as well as unfunded posts to meet cross service demands, a significant staffing cost pressure exists which contributes to the £0.118m adverse variance being reported. Approved 2023/24 revenue growth of £0.046m has been allocated and been absorbed within the staffing cost pressure. A reduction in staff recharge and grant income is also forecast and contributing to the adverse variance.
- 1.8.7 A range of key performance measures have been agreed for the service looking at important areas such as complaints and member enquiries. Future versions of this report and the performance dashboard will include updates of how the Authority is performing against each of these.

1.9 Resources and Chief Executive Office

1.9.1 This report shows the forecast position for the full Resources directorate and the Chief Executive Office, which is showing a pressure of £0.958m, which is an improvement of £0.030m since the May Cabinet Report.

1.9.2 **Table 12: Forecast Variation Resources and Chief Executive**

Service Areas	Budget £m	Forecast July £m	Variance July £m	Variance May £m	Change since May £m
Chief Executive	(0.070)	(0.083)	(0.013)	(0.009)	(0.004)
Finance	(0.164)	(0.406)	(0.242)	(0.057)	(0.185)
IT	2.824	2.824	0.000	0.000	0.000
People Team	0.057	0.017	(0.040)	(0.039)	(0.001)
Internal Audit and Risk Management	0.052	0.056	0.003	0.002	0.001
Revenues and Benefits	0.494	0.494	0.000	0.000	0.000
Director of Resources	0.167	0.197	0.031	0.025	0.006
Governance	0.175	0.207	0.032	0.022	0.010
Law and Registration	1.233	2.420	1.187	1.044	0.143
Business Package Holding Codes	0.000	0.000	0.000	0.000	0.000
GRAND TOTAL	4.768	5.726	0.958	0.988	(0.030)

1.9.3 Law & Registration is forecasting a pressure of £1.187m, an increase of £0.143 since the May Cabinet Report. While the service (Legal) has implemented a new structure to mitigate the use of Locums and reduce the cost pressures in the service, with recruitment underway, the use of Locums is still required until the structure is fully resourced. This has resulted in a forecast pressure of £0.656m on locums, which is partially offset (£0.188m) by the vacancies within the team which is an increase of £0.123m since the last Cabinet report due to the requirement to extend the locums for a longer period than previously forecast. The responsibility of legal fees for Childrens Services cases transferred into the team from 1st April 2023 and is forecasting a pressure of £0.134m, alongside a legal fees pressure of £0.086m for services delivered for other parts of the business. It is expected that this pressure will reduce once the new restructure is fully implemented. Within the new combined Newcastle & North Tyneside Coroner Service there is a £0.511m overspend to deliver the Service, which is an increase of £0.035m since the last cabinet report as a

result of a pay award to the coroners (£0.009m) and a 5% increase in the rates for Pathology Reports. This is alongside the already forecast pressures due to increased costs from all areas of the service (NHS, Partner Local Authority, Funeral Directors, Doctors) arising from increased activity levels which are outside of the control of the Authority, which we are working closely with Newcastle Council to monitor. These increases in forecast spend are partially offset by increased income of (£0.015m) within Land Charges and Legal Services.

- 1.9.4 Within Finance there is a reported underspend of £0.242m, which is mainly due to increased income for recharges of staffing resources to Adult Social Care and Housing Revenue Account and the application of new burdens funding.
- 1.9.5 Revenues and Benefits is forecasting a nil pressure which is no change to the May Cabinet Report. This is following application of new burdens grant funding and pension cap and collar income. The main pressures mitigated by these sources of funding are:
- Overpayment income recovery is forecast to under recover by £0.400m against targets due the ongoing reduction in Housing Benefit claimants caused by the ongoing move to Universal Credit (UC) which has resulted in reduced overpayments being made to claimants and as a result less are also requiring recovery, therefore, less income is being raised against the current target. The service is continuing to review and refresh the profile of change that is anticipated as the roll out of UC continues;
 - The overpayment income pressure is partially offset (£0.095m), by an in-year reduction in the Bad Debt Provision requirement, due to the reduction of overpayment income debt.
 - The Benefits subsidy grant is showing a net pressure of £0.023m. However, the good performance overall for subsidy is masking a situation regarding lost subsidy for Housing Benefit on Bed & Breakfast Accommodation for Homeless Persons. This area is forecast to have a pressure of £0.088m for the year due to the increased demand and also the increased cost of bed and breakfast accommodation, which is above the limit subsidy can be claimed on, therefore, the Local Authority has to fund the balance. Discussions are ongoing with Housing regarding more sustainable solutions in the future, such as increased General Needs stock being available where possible.

1.9.6 The proportion of council tax collected is consistent with last year at 35.66% at the end of July. At the end of 2022/23, collection was slightly lower than national performance. Business rates collection performance is showing significant improvement. 40.85% of business rates has been collected at the end of July. At the end of 2022/23 local performance was in line with national performance.

1.10 General Fund Housing

1.10.1 General Fund Housing is reporting a forecast £0.651m pressure, which no change since the May Cabinet Report.

1.10.2 Table 13: Forecast Variation for General Fund Housing

Service Areas	Budget £m	Forecast July £m	Variance July £m	Variance May £m	Change since May £m
Building Control	0.108	0.108	0.000	0.000	0.000
Housing Strategy	0.535	0.535	0.000	0.000	0.000
Housing Options – General Fund	0.453	0.453	0.000	0.000	0.000
Housing Operations – General Fund	0.027	0.027	0.000	0.000	0.000
Housing Property – General Fund	1.220	1.871	0.651	0.651	0.000
GRAND TOTAL	2.343	2.994	0.651	0.651	0.000

1.10.3 The main overspend is in Housing Property – General Fund and is due to ongoing cost pressures, as seen during 2022/23, and the continuation of large jobs that are coming through the Public Buildings Repairs team, which is resulting in a £0.700m pressure in this area. The team are working to reduce this across 2023/24, but the service is very much demand led. This pressure is partially offset by a forecast underspend of £0.050m within the General Fund side of Adaptations, through increased income for private sector and Disabled Facilities Grant work.

1.10.4 The other area of concern within the Housing General Fund currently is the level of spend in relation to temporary B & B and hotel accommodation. There

has been an explosion in the numbers of cases requiring temporary accommodation with over £0.500m being spent in 2022-23, of which only around £150k was recovered via benefits. In order to address the pressure in 2022-23 a significant amount of homelessness prevention grant funding was allocated to cover the shortfall. This trend continues into 2023-24, with over £0.170m spent to date with only £0.060m being covered by income recovery, so it looks as if a significant amount of grant funding will need to be diverted again to cover the shortfall. There is now an officer working group in place looking at options to try and mitigate some of these costs, but this will result in cost avoidance rather than savings as the current position is not a direct pressure. This could change of course if available grant funding streams were to reduce or disappear.

1.10.5 With regards to key performance measures in the Service the Affordable homes programme is on track against profiled target, with 2,144 homes delivered to the end of quarter 1.

1.10.6 Homeless presentations to the Authority remain high at the end of July 2023 (431 against 416 at the same period last year), however the number of priority homeless acceptances are stable and consistent with previous years.

1.11 Central Items

1.11.1 Central Items is forecasting a (£4.688m) underspend which is an increase of (£0.120m) since the May Cabinet report.

1.11.2 **Table 14: Forecast Variation Central Budgets and Contingencies**

Service Areas	Budget	Forecast July	Variance July	Variance May	Change since May
---------------	--------	---------------	---------------	--------------	------------------

	£m	£m	£m	£m	£m
Corporate & Democratic Core	3.241	1.918	(1.323)	(1.140)	(0.183)
Other Central Items	(12.783)	(16.201)	(3.418)	(3.428)	0.010
GRAND TOTAL	(9.542)	(14.283)	(4.741)	(4.568)	(0.173)

- 1.11.3 Within Corporate and Democratic Core there is a £1.121m contribution of growth (from contingencies) to support inflationary pressures across the Authority.
- 1.11.4 Included in Other Central Items is a (£1.500m) movement as a result of Minimum Revenue Provision (MRP) savings and a £1.000m reduction in projected external interest charges primarily due to a higher than forecast cash balance and reprogramming of the 2022/23 Investment Plan. There is an allocation of £0.381m Section 31 Grant and a £0.547m contribution from the Business Rates Volatility Fund. The movement since the May Cabinet report is due to an Energy rebate received of £0.130m and a forecast £0.010m contribution to the NECA transport committee.

SECTION 2 – SCHOOLS FINANCE

2.1 Update on School Budgets 2023/24

2.1.1 Cabinet will be aware some schools continue to face significant financial challenges. There were fourteen schools that submitted a deficit budget plan for 2023/24, initial deficit review sessions for the majority of the fourteen schools forecasting budget deficits took place in July 2023. Deficit sessions for the Special Schools will be held in September to allow time for work on pupil numbers and bandings to be complete.

2.1.2 As in previous years, the details of schools' balances have been reported to the Department for Education (DfE) through the Consistent Financial Reporting (CFR) return. A report of this update will be presented to Cabinet in November in the finance report for the position to 30 September 2023.

2.2 School Additional Funding – Falling Rolls and Growth

2.2.1 Cabinet should be aware Schools Forum previously set aside school funding to support schools with falling rolls or with growth in pupil numbers. The rules and procedures for allocating this funding are based on guidance from Department of Education (DfE) and are set by School Forum. Eligible schools are identified by the School Finance Service and a case requesting funding is presented to the finance sub-group for their initial agreement before final approval at Schools Forum. This funding is not part of the Authority's general fund and is managed by Schools Forum, following initial assessment there were five schools identified as being eligible for falling roll funding with a total value of £0.168m. The details of these schools and the funding identified for each school is included in Table 15

2.2.2 Table 15: Breakdown of Falling Rolls Eligibility

School	Value £m
Monkseaton Middle	0.042
St Joseph's RC Primary	0.037
Battle Hill Primary	0.044
Collingwood Primary	0.032
Forest Hall Primary	0.013
Total	0.168

2.3 School Additional Funding – Schools in Financial Difficulty

2.3.1 The opening balance for de-delegated funds for Schools in Financial Difficulty (Headroom funding) in 2023/24 was £0.563m. Cabinet should be aware Schools Forum approved the Falling Rolls applications as mentioned above which left £0.082m to be transferred from Falling Rolls to Schools in Financial Difficulty (Headroom), giving a balance of £0.645m. This balance is available to fund Headroom applications submitted by schools for consideration by Schools Forum Sub-Group.

2.4 Growth Policy 2023/24

2.4.1 The DfE established a separate fund in the School Block of the DSG for growth in 2019/20. In North Tyneside this fund was not used for growth and was instead added into the remaining balances to be redistributed to all schools. When setting the 2023/24 School Block allocation, Schools Forum agreed to set aside £0.250m of the identified growth funding, with a further £0.145m carried forward from 2022/23. Total Growth Funding available in 2023/24 is therefore £0.395m.

2.4.2 Officers from the Authority have reviewed all schools' projected pupil numbers for Sept 2023 using the latest information available from the Admissions Team. Eight schools, with a total funding of £0.764m were initially identified as being eligible for growth funding. However, the eligibility criteria also specifies that schools must provide evidence that additional costs have been incurred to support structural class changes in relation to the additional pupils. The initial list of schools and the funding associated with each school was considered by the Schools Forum Finance Subgroup on 13 June 2023 and presented to Schools Forum on 12 July 2023.

2.4.3 Four schools responded to the call for evidence. From the evidence received three schools are eligible for growth funding and have provided sufficient evidence to the Authority showing structural changes that have had to be made to accommodate the additional children within those schools. Table 16 below shows the details of those schools that are eligible and the total funding for those schools is £0.432m. If all funding is approved the 2023/24 closing balance will be £0.037m deficit which will be carried forward into 2024/25.

2.4.4 Table 16: Growth Funding Eligibility 2023/24

Growth Funding	£m	Eligibility
Backworth Park Primary	0.060	Final year Growing School Criteria
Redesdale Primary	0.032	Confirmed eligibility
Burnside	0.182	Confirmed eligibility
Longbenton	0.158	Confirmed eligibility
Total	0.432	
Total Funding Available	0.395	
Deficit Growth Fund 2024/25	0.037	

2.4.5 The Authority has reviewed the evidence received from Monkseaton High and Norham High School and whilst this did show that additional costs had been incurred there was insufficient evidence to show that the schools have to make structural class changes to accommodate the additional children. The Authority has contacted both schools to understand the overall position and if the eligibility does change then this will be highlighted to Schools Forum at the next meeting in September 2023 for further review.

2.4.6 In addition, two schools have yet to provide evidence of eligibility therefore the funding to George Stephenson and North Gosforth has been removed. Details are included in Table 17 below.

2.4.7 Table 17 Schools not eligible for Growth Funding 2023/24

Growth Funding	£m	Eligibility
Monkseaton High	0.112	Not Eligible
Norham High	0.079	Not Eligible
George Stephenson	0.050	Evidence has yet to be received
North Gosforth	0.091	Evidence has yet to be received
Total	0.332	

2.5 High Needs Block

2.5.1 Cabinet will recall that the High Needs block ended 2022/23 with a pressure of £17.391m. The first allocation of the Safety Valve funding of £7.800m was received in March 23 reducing the 2022/23 pressure to £9.591m. As reported

in May, the forecast for the High Needs Block in 2023/24 is an anticipated in-year pressure of £0.514m, offset by a £0.521m improvement in the 22/23 closedown position. A breakdown of the in-year pressure is shown in Table 18;

2.5.2 Table 18: Breakdown of High Needs Pressure at July 2023

Provision	Budget £m	July 23 Forecast £m	Forecast Variance £m	Comment
Special Schools and PRU	22.387	22.836	0.450	
ARPS /Mainstream Top-ups	6.065	6.156	0.091	
NMSS/ISP	4.305	4.151	(0.154)	Reflects indicative saving on the most complex Out of Borough placements
Commissioned Services / Other EOTAS	3.160	3.287	0.127	Pressure reflects Commissioned Services savings assumed in DSG Management Plan but not yet confirmed.
TOTAL	35.917	36.4301	0.514	
DSG High Needs Funding	(33.606)	(33.606)	0.000	
In-Year Planned Deficit	2.311	2.824	0.514	
2022/23 Bal B/fwd	10.112	9.592	(0.521)	
Safety Valve Funding 23/24	(1.950)	(1.950)	0.000	
Deficit c/fwd to 24/25	10.473	10.466	(0.007)	

2.6 Safety Valve Intervention Programme

2.6.1 As previously reported, the Authority submitted the first report against the DSG Management Plan on 16 June 2023 to the Department for Education (DfE) and is on track to reach a positive in year balance on its DSG High Needs Block by the year end 2027/28, as shown in Table 18. This next reporting deadline is 15th September 2023.

2.6.2 At the end of July, there are 2,136 Education Health and Care Plans maintained, by the authority, which is on track against the DSG management plan. The rate of EHCPs per population is showing improvement, putting North Tyneside in line with the region, but remains higher than national rates. There are also 4,021 pupils with SEN Support, which is increasing.

2.6.3 Table 19: High Needs Block Financial Summary

Year	Balance B/F £m	High Needs Expenditure (incl. Growth & Mitigations) £m	High Needs Funding £m	Block Transfer £m	Safety Valve Funding £m	Balance C/F £m
2022/23	13.511	33.973	(30.092)	0.000	(7.800)	9.592
2023/24	9.592	36.430	(33.606)	0.000	(1.950)	10.466
2024/25	10.466	36.064	(34.614)	(0.751)	(1.950)	9.215
2025/26	9.215	36.566	(35.653)	(0.766)	(1.950)	7.412
2026/27	7.412	37.112	(36.722)	(0.781)	(1.950)	5.071
2027/28	5.071	37.429	(37.824)	(0.797)	(3.900)	(0.021)

2.7 Early Years Block update

2.7.1 Cabinet will recall, the Early Years block outturn for 2022/23 was a surplus of £0.337m. In the 2023 Spring Budget the DfE announced additional funding to increase the hourly funding rates for early years providers to deliver the existing early years entitlements. For 2023 to 2024 this funding will be known as the Early Years Supplementary Grant (EYSG).

2.7.2 In setting the local funding rates for distributing EYSG to providers, the DFE encourage local authorities to engage with early year providers about the additional funding, but local authorities will not be required to consult formally. For 2024 to 2025, the additional £288m will be allocated to local authorities through the DSG.

SECTION 3 – HOUSING REVENUE ACCOUNT

3.1 Forecast Outturn

3.1.1 The forecast set out in Table 20 below is based on the results to July 2023. Currently the Housing Revenue Account (HRA) is forecasting an in-year underspend of £0.053m. Throughout the year, costs will be monitored closely across all areas with additional focus on Rent Arrears and the effect this has on bad debt provision. In addition, changes to prudent assumptions around Rental Income, Council Tax voids, Contingency and staffing vacancies will be monitored to assess the impact on the forecast position. The main areas of pressure relate to utility costs across the sheltered estate, and the forecast impact of the tabled 2023-24 pay award due to be at least at the same level as last year overall, which is greater than was budgeted for in the HRA Business Plan. The Repairs budget continues to manage the impact of the cost of living crisis and the impact on material and sub-contractor costs, as well as the impact of the pay award mentioned above, however, at the current time this budget is still forecast to come in on budget overall.

3.1.2 Table 20: Forecast Variance Housing Revenue Account

	Budget £m	Current Forecast £m	Variance £m
Management – Central	2.133	2.159	0.026
Management – Operations	5.528	5.775	0.247
Management – Strategy & Support	4.033	4.106	0.073
Capital Charges – Net Effect	11.074	11.074	0.000
Contingencies, Bad Debt & Transitional Protection	2.253	2.253	0.000
Contribution to Major Repairs Reserve – Depreciation	14.220	14.220	0.000
Interest on Balances	(0.075)	(0.285)	(0.210)
PFI Contracts – Net Effect	2.143	2.143	0.000
Rental Income – Dwellings, Direct Access Units, Garages	(66.978)	(67.167)	(0.189)
Rental Income – HRA Shops and Offices	(0.426)	(0.426)	0.000
Revenue Support to Capital Programme	11.609	11.609	0.000
Repairs	14.869	14.869	0.000
Total	0.383	0.330	(0.053)

3.2 Rental Income

3.2.1 Rental Income overall across all areas is currently forecast to be better than budget (£0.189m), a small improvement against an overall £67m budget. This is helped by the level of Empty Homes continuing to trend at well below 1% which increases the level of rent that is collectable. Right to Buy (RTB) levels have shown a slight reduction against recent trend levels, which is not totally surprising in the current economic climate, and this will have benefitted the forecast position slightly. The impact of Universal Credit on arrears and the bad debt provision also continues to be closely monitored.

3.3 Management Costs

3.3.1 Management Costs are currently forecast to come in £0.346m above budget, and this is due to a combination of issues, namely the 2023/24 tabled pay award being higher than the pay contingency budgeted for, and the other main pressure relates to the cost-of-living crisis and increased energy costs particularly across sheltered schemes and communal areas of apartment blocks across the rest of the housing estate. These significantly increased costs will necessitate a fundamental further review of service charges and a potential rebasing of those budgets. In addition, the Unified System project has reached contract sign-off, and the project will now move on to implementation. Should any delays occur, reprofiling of when key spend and resources will happen may be necessary, but the budgets provided should be sufficient this year to cover anticipated costs.

3.4 Bad Debt Provision and Contingency

3.4.1 Early indications are that the in-year rate of increase in arrears will be contained within the Bad Debt Provision budget for the year, so currently the forecast for use of the provision is on budget. As usual this situation will be closely monitored to anticipate any potential shift either a betterment to help the overall bottom line, or any potential increased pressure which has happened a few times in the last 5 years. Contingency is also being forecast to come in on budget (£1.450m), with most of the ongoing £0.200m being assumed against the 2023/24 pay award pressure, and £1.250m being the first contribution to the new Tenancy Sustainment Reserve, to be used to fund initiatives to try and relieve some of the current cost of living issues being faced by tenants.

3.5 Repairs

- 3.5.1 The Housing Repairs budget continues to feel pressure from a number of sources, mainly caused by the current economic instability being experienced across the world. Although starting to ease slowly in the domestic market (overseas prices continue to be at a premium), the current rates of inflation in material and sub-contractor prices, plus difficulty accessing certain materials and services within the supply chain continue to challenge the service.
- 3.5.2 Issues also continue in recruiting to certain trades which then places more reliance on sub-contractors and agency staff. Additional funding has been provided to cover market supplement payments and revised Craft Agreement reviewed rates of pay moving forward.
- 3.5.3 In addition to this, the Authority continues to deal with the implications of the Social Housing (Regulation) Act 2023, which arose from the Housing White Paper produced following the Grenfell Disaster, such as installing carbon monoxide detectors in all properties, and more frequent periodic electrical testing, for which some additional funding has again been provided.
- 3.5.4 The main in-year pressure, however, relates to the tabled 2023/24 pay award which will be as a minimum in line with last year's settlement, which is above the level budgeted for in pay contingency which was 3%. This means a much larger proportion of any repairs contingency provision has already been committed to known spend. As the forecast stands, it is anticipated that budgets can to cover the pressures in-year within overall existing budgets, but as always this will depend on a range of factors, and not having extreme adverse weather conditions during the winter months.

3.6 Rent Arrears and Bad Debt Provision

- 3.6.1 Arrears are made up of two elements:
- Current Tenant Arrears and,
 - Former Tenant Arrears

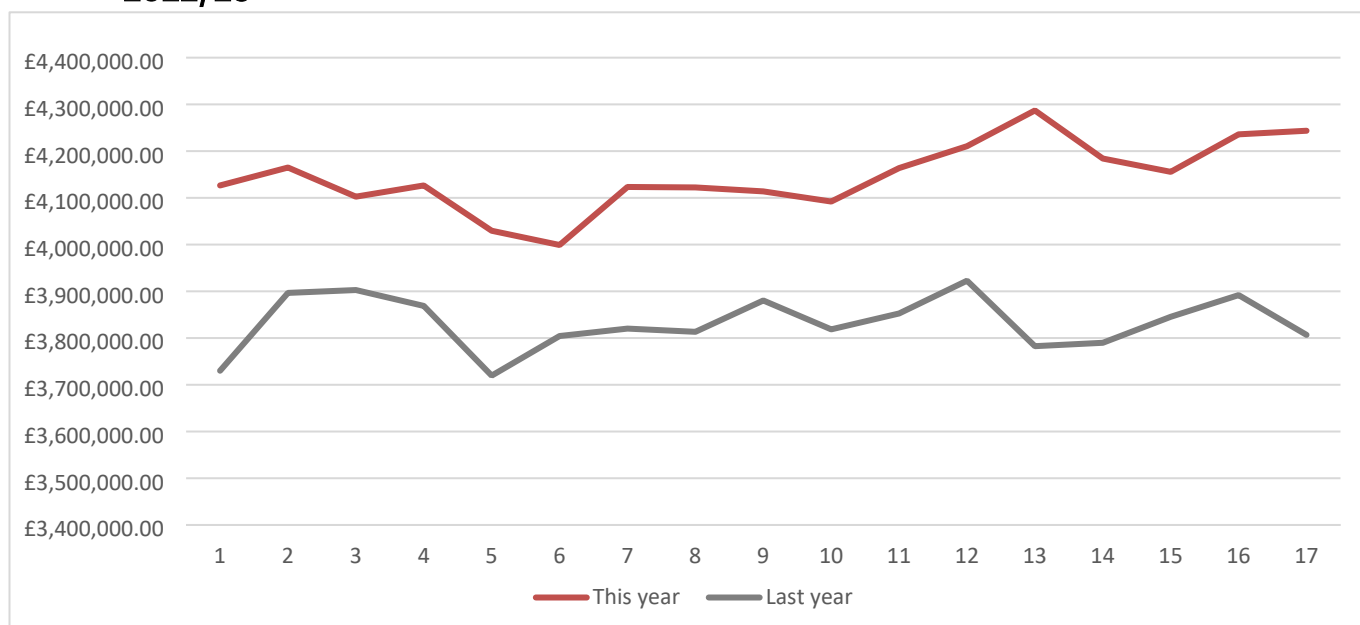
3.6.2 Table 21: Rent Arrears

Date	Current Arrears	Former Arrears	Total Arrears	Change Year on Year
	£	£	£	£
31/03/2019	2,649,474	1,726,269	4,375,743	627,000
31/03/2020	3,162,030	2,137,477	5,299,507	923,764
31/03/2021	3,498,391	2,311,655	5,810,046	510,539
31/03/2022	3,694,219	2,461,646	6,155,865	345,819
31/03/2023	3,929,813	2,370,591	6,300,404	144,539
31/07/2023(to-date)	4,243,601	2,315,459	6,559,060	258,656

3.6.3 Arrears continue to rise each year but significantly the pace at which they have increased over the last three years has slowed significantly compared to the three prior years, which is encouraging, particularly given the difficulties created during the pandemic. Write Offs are partly responsible for the reduction in former arrears. The overall level of arrears is still significant at over £6.550m and has more than doubled in the last eight years.

3.6.4 Chart 5 below shows the value of current rent arrears in 2023/24 at the end of July 2023 compared to the same period in 2022/23. The Housing team is continually working proactively with tenants to minimise arrears. Current Rent Arrears have risen albeit gradually in the first four months of 2023/24 as compared to 2022/23, with an increase of £0.259m being seen in this period since the start of April 2023. There was an under-spend against bad debt provision in 2022/23 for the third year in a row, hence there only being a minimal increase in the budget for this year, so the position will need to be monitored closely to maintain confidence that the overall forecast increase in arrears can be contained within the budgeted provision made. This will also be impacted by the amount of debt written off. This will all help to inform the in-year monitoring position as we go but also will be pivotal in refreshing the HRA Business Plan for the 2024/25 budget round.

3.6.5 Chart 5: Current Rent Arrears in Weeks 1-17 (April-July) 2023/24 compared to 2022/23



3.6.6 Universal Credit was fully implemented across North Tyneside on 2 May 2018. The Authority continues to work with residents to provide ICT support to help them make applications and to provide personal budget support to help residents manage their household finances. On 31 March 2023, there were 3,949 tenants of North Tyneside Homes on Universal Credit with current arrears totalling £3.210m. By the end of July 2023 this had increased to 4,283 UC cases with arrears of £3.503m, which is an increase of 334 tenants and £0.293m of arrears from the beginning of the financial year. As always, the impact of Universal Credit (UC) continues to be monitored, as significant increases in numbers on UC could also adversely affect the rate at which arrears grow. The extra pressure from increased numbers of UC cases can be seen from table 21 below, which shows the change in the proportion of the overall debit that is now cash based, rather than being covered by direct payment of Housing Benefit.

3.6.7 **Table 22 – Proportion of Rent Debit met by Housing Benefit**

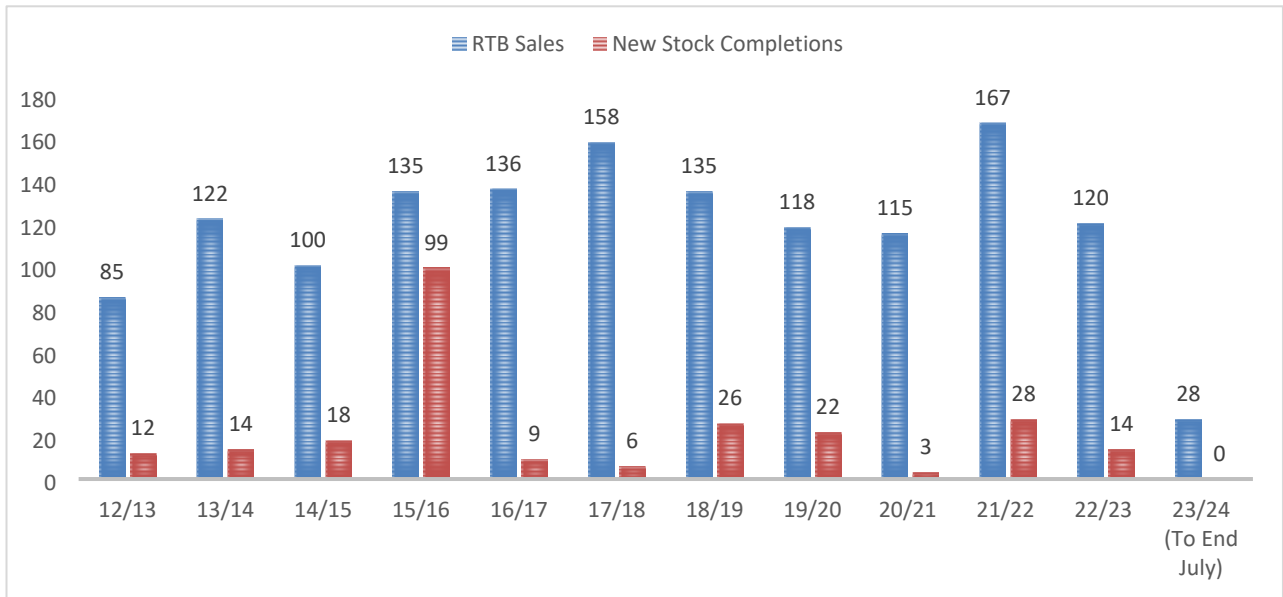
Year	Housing Benefit received via Direct Payment	Total Rent Debit	% of Rent Debit covered by HB Direct Payments
	£	£	%
2016/17	33,218,096	58,729,152	56.6
2017/18	31,970,851	57,889,823	55.2
2018/19	28,932,255	56,795,935	50.9
2019/20	24,490,067	56,931,399	43.0
2020/21	22,151,257	56,955,677	38.9
2021/22	20,464,887	57,327,202	35.7
2022/23	19,655,720	59,128,802	33.2

3.6.8 The main mechanism for helping to manage arrears is the Bad Debt Provision (BDP), which at the start of 2023/24 stood at £5.207mm on the HRA Balance Sheet with the budget for the 2023/24 contribution at £0.772m. As alluded to above in 3.4 currently Bad Debt Provision is forecast to come in on budget, but this will again be continually tracked to ensure that any change against budget forecast is picked up as soon as possible.

3.7 **Right to Buy (RTB) Trends**

3.7.1 The impact of RTB is critical to long-term planning for the HRA. Prior to the introduction of self-financing in 2012, average RTB sales had dropped to around 25 per annum, mainly due to the capped discount (£0.022m) which had remained static as property values had increased, making RTB less attractive financially to tenants. Shortly after self-financing began, Central Government announced a change to RTB significantly increasing the maximum discount, initially to £0.075m and then subsequently annual inflation was added to the maximum. Chart 8 below shows the trend in RTB sales since that time. The first four months of 2023/24 saw 28 completed RTB sales, which is slightly lower than previous years, including 2021/22 where the Authority saw the highest number of RTB sales at 167 since the changes were introduced in 2012. It is just possible that impending changes in the mortgage market may curtail sales slightly, but as always trends will need to be closely monitored as they impact not only in-year forecasts, but significantly on future refreshes of the HRA 30-year Business Plan.

3.7.2 Chart 6: Yearly RTB Sales v New Stock Additions



SECTION 4 – INVESTMENT PLAN

4.1 Review of Investment Plan

- 4.1.1 The Authority's Investment Plan represents the capital investment in projects across all Service areas. The Investment Plan is subject to ongoing review and challenge. During July a series of challenge sessions were held with project managers and Directors to understand the latest position on delivery and associated risks. Whilst there are indications that inflationary pressures are beginning to ease, continuing challenges remain within the supply chain and costs remain at a heightened level.
- 4.1.2 The Authority continues to manage project expenditure within existing budgets where possible; reprofiling spend, undertaking value engineering or reducing scheme scoping where the impact on the project outputs is considered to be minimal or represent greater value for money. Any request to utilise contingencies to meet unavoidable additional costs will be reviewed on a case-by-case basis.
- 4.1.3 A rising rate interest environment has an impact on the investment plan. Interest rates were increased again at August 2023 Monetary Policy Committee (MPC), further details within section 5 (Treasury Management Position) of this report. Continues to have wider implication for the investment Plan and items which are not fully externally funded, therefore require a Council Contribution funded by borrowing. Higher interest rates will mean a higher cost of borrowing to the Authority.

4.2 Variations to the 2023–2028 Investment Plan

- 4.2.1 Reprogramming of £8.489m into 2024/25, and £5.579m of variations to the 2023–2028 Investment Plan have been identified as part of the ongoing monitoring of the Investment Plan and these are summarised in tables 22 and 23 below. Further details of the key changes impacting on the current financial year are provided in paragraph 4.4 and 4.5. The variations relating to future years are primarily relating to the refresh of the Investment Plan and new funding awards secured by the Authority, in addition to the report to Council on 16 February 2023.

4.2.2 Table 23: 2023 – 2028 Investment Plan changes identified

	2023 /24 £m	2024 /25 £m	2025 /26 £m	2026 /27 £m	2027 /28 £m	Total £m
Approved Investment Plan – Council 16 February 2023	95.762	58.864	50.055	53.775	53.884	312.340
Previously Approved Reprogramming/Variations						
2022/23 Monitoring	6.273	(0.697)	0.000	0.000	0.000	5.576
2022/23 Outturn	11.572	0.000	0.000	0.000	0.000	11.572
2023/24 Monitoring	6.536	3.843	0.083	0.000	0.000	10.462
Approved Investment Plan	120.143	62.010	50.138	53.775	53.884	339.950
July 23 Monitoring Variations						
Reprogramming	1.073	4.506	0.000	0.000	0.000	5.579
	(8.489)	8.489	0.000	0.000	0.000	0.000
Total Variations	(7.416)	12.995	0.000	0.000	0.000	5.579
Revised Investment Plan	112.727	75.005	50.138	53.775	53.884	345.529

4.2.3 The proposed significant variations to the Investment Plan in 2023/24 are shown below:

- (a) **EV100 Active Travel 3 – Permanent Seafront Scheme (–£4.234m)** – The external funding for the project has now been confirmed and approved and detailed design work is in progress. It has been necessary to re-profile resources to 2024/25 with phase 1 expected to commence work by November 2023 following the outcome of the public engagement and Traffic Regulation Order process which is expected to conclude in October.
- (b) **DV073 Ambition for North Tyneside (–£1.376m)** – Additional re-profiling has been identified to future years as work continues to develop investment plans for the Killingworth Lake and Borough Wide Waggonways schemes.

- (c) **ED075 Devolved Formula Capital (-£1.000m)** – The decisions regarding expenditure rest with the individual Schools who tend to work in partnership with the Authority to identify opportunities. Additional funding was awarded relating to investment in energy improvement measures, however a review of delivery plans has identified re-profiling of funding to future years with Schools having the ability to apply the funds over a period of 3 years.
- (d) **ED190 High Needs Provision Capital Allocation (-£0.525m)** – Additional Department for Education funding has been reflected in the Investment Plan relating to the Safety Valve Project amounting to £0.475m in 2023/24 (£4.681m in total), which will deliver works at Riverside Centre to create an Early Years Hub as well as works across a range of schools to provide additional resourced provision capacity
- (e) **DV082 Wallsend Town and High Street Programme (-£0.300m)** – North of Tyne Combined Authority have awarded £0.500m of additional funding towards the scheme which includes £0.300m of capital resource as well as £0.200m of revenue resource. However, reprofiling has been identified to future years following additional development work being undertaken relating to the digital infrastructure to ensure the works will align with the requirements of the Cultural Quarter and businesses within it.
- (f) **EV083 Street Lighting LED (-£0.356m)** – This scheme is being delivered by the PFI Contractor and re-profiling has been identified reflecting the pressures experienced in the supply chain relating to supply and therefore installation timescales.
- (g) **North Shields Cultural Quarter (£0.300m)** – Additional funding has been awarded by North of Tyne Combined Authority relating to proposed investment in the Globe Gallery and Business Centre as part of developing the cultural quarter. The funding will be used to invest in mechanical, electrical and building improvements.
- (h) **GEN03 Contingencies (-£0.379m)** – It is proposed that the contingency is utilised to fund the acquisition of additional mechanical street sweepers (£0.244m) and the delivery to refurbish the Former Rectory St Columbas (£0.135m) to deliver supported accommodation for care leavers.

4.2.3 In addition to the proposed variations outlined within the report, work is ongoing to confirm the resource requirement to support investment in replacing the Authority's fibre networks as part of its Wide Area Network and the planned replacement of the Enterprise Resource Planning (ERP) system. Once confirmed, this will be considered as a variation to the Investment Plan to enable the procurement processes to proceed.

4.3 Capital Financing

4.3.1 The impact of the changes detailed above on capital financing is shown in table 24 below.

4.3.2 Table 24: Impact of variations on Capital financing

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m	2027/28 £m	Total £m
Approved Investment Plan	120.143	62.010	50.138	53.775	53.884	339.950
Council Contribution	(1.732)	1.732	0.000	0.000	0.000	0.000
Grants and Contributions	(5.684)	11.263	0.000	0.000	0.000	5.579
Contribution from Reserves	0.000	0.000	0.000	0.000	0.000	0.000
HRA Grants & Contributions	0.000	0.000	0.000	0.000	0.000	0.000
HRA Major Repairs Reserve	0.000	0.000	0.000	0.000	0.000	0.000
Total Financing Variations	(7.416)	12.995	0.000	0.000	0.000	5.579
Revised Investment Plan	112.727	75.005	50.138	53.775	53.884	345.529

4.4 Capital Receipts – General Fund

4.4.1 General Fund Capital Receipts brought forward at 1 April 2023 were £3.227m. The capital receipts requirement for 2022/23, approved by Council in February 2023, was £1.417m (2023-2028 £1.417m). To date £5.298m of capital receipts have been received in 2023/24. The receipts position is shown in table 25 below.

4.4.2 Table 25: Capital Receipt Requirement – General Fund

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m	2027/28 £m
Requirement reported to 16 February 2023 Council	1.417	0.000	0.000	0.000	0.000
Receipts Brought Forward	(3.227)	0.000	0.000	0.000	0.000
Total Receipts received 2023/24	(5.298)	0.000	0.000	0.000	0.000
Receipts used to repay capital loans	0.000	0.000	0.000	0.000	0.000
Net Useable Receipts	(5.298)	0.000	0.000	0.000	0.000
Surplus Receipts	(7.108)	(7.108)	(7.108)	(7.108)	(7.108)

4.5 Capital receipts – Housing Revenue Account

4.5.1 Housing Capital Receipts brought forward at 1 April 2023 were £12.961m. The housing receipts are committed against projects included in the 2023–2028 Investment Plan. The approved Capital Receipt requirement for 2023/24 was £3.941m. To date, receipts of £1.479m have been received in 2023/24. In total, subject to future pooling, this leaves a surplus balance of £10.499m to be carried forward to fund planned investment in future years.

4.5.2 Table 26: Capital Receipt Requirement – Housing Revenue Account

	2023/24 £m	2024/25 £m	2025/26 £m	2026/27 £m	2027/28 £m
Requirement reported to July 2023	3.941	2.170	2.153	1.060	1.202
Variations to be reported to Jun 2023 Cabinet	0.000	0.000	0.000	0.000	0.000
Revised Requirement	3.941	2.170	2.153	1.060	1.202
Receipts Brought Forward	(12.961)	(10.499)	(8.329)	(6.176)	(5.116)
Receipts Received 2022/23	(1.479)	0.000	0.000	0.000	0.000
Receipts Pooled Central Government	0.000	0.000	0.000	0.000	0.000
(Surplus)/ Balance To be generated to fund future years (subject to further pooling)	(10.499)	(8.329)	(6.176)	(5.116)	(3.914)

The final figure for useable receipts and pooled receipts in year will depend on the final number of Right to Buy properties sold during 2023/24.

4.6 Investment Plan Monitoring Position to 31 July 2023

4.6.1 Actual expenditure for 2023/24 in the General Ledger was £19.264m; 16.03% of the total revised Investment Plan at 31 July 2023.

4.6.2 Table 27: Total Investment Plan Budget & Expenditure to 31 July 2023

	2023/24 Approved Investment Plan £m	Actual Spend to 31 July 2023 £m	Spend as % of revised Investment Plan %
General Fund	85.604	12.063	14.09%
Housing	34.539	7.201	20.85%
TOTAL	120.143	19.264	16.03%

SECTION 5 – TREASURY MANAGEMENT & CASH POSITION

5.1 Current Cash Position

5.1.1 The Authority's current available cash balance as at the end of July 2023 is £22.580m, with £15.000m invested externally with other UK Local Authorities or institutions. All investments are made in line with the approved Treasury Management Strategy.

5.1.2 Table 28: Investment Position as at 31 July 2023

Counterparty	Type	Amount (£m)	Maturity
DMO	Term	21.250	1 August 2023
Barclays	Call	1.330	n/a
Other LA	Fixed	10.000	09 February 2024*
Fixed Deposits	Fixed	5.000	October 2023

**This is the last maturity of this tranche.*

5.1.3 At its meeting ending on 03 August 2023, the MPC voted by a majority of 6–3 to increase Bank Rate by 0.25 percentage points, to 5.25%. The decision was based on projections for activity and inflation in the accompanying August Monetary Policy Report. The report states that that Banks expects the UK economy to continue to grow at a similar rate despite the interest rate increase. Underlying quarterly GDP growth has been around 0.2% during the first half of this year, however some more recent indicators show signs of weakening.

5.1.4 Twelve-month CPI inflation fell from 7.9% in June 6.8% in July. CPI inflation remains well above the 2% target. The Bank forecasts inflation fall significantly further, to around 5% by the end of the year, accounted for by lower energy, and to a lesser degree, food and core goods price inflation.

5.1.5 The impact of raising base rate had an immediate impact to the cost of borrowing. Table 29 below demonstrates the increase in rates both in the temporary space and longer-term PWLB rates.

5.1.6 The Authority is currently monitoring interest rates, and whether the Authority should look to lock in rates as part of managing risk. This process considers

the Authority's underlying need to borrow, Investment Plan priorities and commitments as well as the profile of existing loan arrangements.

5.1.7 Investment rates have also seen an increase in line with the increases in base rate, delivering better returns on investments and negating cost of carry.

5.1.8 **Table 29: Summary of Borrowing Levels**

<i>Temporary Space</i>		<i>PWLB**</i>	
Tenor	Level	Tenor	Level *
1 week	5.13%	2 years	6.00%
1 month	5.13%	5 years	5.61%
3 month	5.21%	10 years	5.43%
6 month	5.40%	20 years	5.67%
9 month	5.65%	30 years	5.60%
12 month	5.85%	50 years	5.36%

**Please note these levels are from 03/08/2023*

***PWLB rates do not include certainty rate reductions,*

5.1.9 Any shortfalls in cashflow are covered by in year temporary borrowing, which may be a quick and cost-effective method of cash management in the current climate. In July the authority required £5.000m to manage treasury cashflow activities.

5.2 **Borrowing Position**

5.2.1 Table 30 shows the Authority's current debt position, with total borrowing maturing in 2023/24 of £4.000m.

5.2.2 **Table 30: Current Debt Position**

	PWLB (£m)	LOBO (£m)	Temp (£m)	Total (£m)
Total Outstanding Borrowing Debt	387.443	20.000	5.000	422.443
Debt Maturing 2023/24	(4.000)	0.000	(5.000)	(9.000)

5.2.3 The Authority was under-borrowed to the value of £68.532m at 31 March 2023. Whilst the Authority cannot borrow to fund revenue activity, it can look to

utilise reserves, unwind its under-borrowed position, and externalise borrowing.

5.2.4 In August 2022 the Authority took £10m of long-term PWLB loans, this was for a combination of refinancing existing debt, de-risk the Authority's under-borrowed position, as well as take advantage of relatively low long-term rates.

5.2.5 Table 30 below shows the latest interest rate forecasts as provided by the Authority's treasury advisors Link. Rates remain uncertain over the next 2 years, forecasting to peak at 5.14 % for 50-year borrowing, during the current quarter, before tracking back down to lower levels from September 23 onwards.

5.2.6 Table 31: Link Interest Rate Forecasts

Bank Rate													
	NOW	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26	Jun-26
Link Group	5.25%	5.50%	5.50%	5.50%	5.25%	4.75%	4.25%	3.75%	3.25%	2.75%	2.75%	2.50%	2.50%
Capital Economics	5.25%	5.50%	5.50%	5.50%	5.50%	5.00%	4.50%	4.00%	3.50%	3.25%	3.00%	-	-
5yr PWLB Rate													
	NOW	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26	Jun-26
Link Group	5.41%	5.60%	5.30%	5.10%	4.80%	4.50%	4.20%	3.90%	3.60%	3.40%	3.30%	3.30%	3.20%
Capital Economics	5.41%	5.10%	4.70%	4.50%	4.40%	4.20%	4.00%	4.00%	3.90%	3.80%	3.70%	-	-
10yr PWLB Rate													
	NOW	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26	Jun-26
Link Group	5.22%	5.20%	5.00%	4.90%	4.70%	4.40%	4.20%	3.90%	3.70%	3.50%	3.50%	3.50%	3.40%
Capital Economics	5.22%	5.10%	4.60%	4.50%	4.30%	4.20%	4.10%	4.00%	3.90%	3.90%	3.80%	-	-
25yr PWLB Rate													
	NOW	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26	Jun-26
Link Group	5.45%	5.40%	5.20%	5.10%	4.90%	4.70%	4.50%	4.20%	4.00%	3.90%	3.80%	3.80%	3.70%
Capital Economics	5.45%	5.30%	4.90%	4.70%	4.60%	4.50%	4.30%	4.30%	4.20%	4.10%	4.10%	-	-
50yr PWLB Rate													
	NOW	Sep-23	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26	Jun-26
Link Group	5.14%	5.10%	5.00%	4.90%	4.70%	4.50%	4.30%	4.00%	3.80%	3.60%	3.60%	3.50%	3.50%
Capital Economics	5.14%	4.90%	4.70%	4.60%	4.50%	4.40%	4.30%	4.20%	4.10%	4.10%	4.00%	-	-

**Please note these forecasts are as at 08.08.23*

SECTION 6 – DEVELOPER CONTRIBUTIONS

6.1 Section 106 Contributions

- 6.1.1 Planning obligations under Section 106 (s106) of the Town and Country Planning Act 1990, are commonly known as s106 agreements. They are a mechanism which make a development proposal acceptable in planning terms, that would not otherwise be acceptable, and are focussed on mitigating the impact of the development on an area. S106 agreements are often called ‘developer contributions’ or ‘planning gain’ and include a range of identified categories, historically including highways, affordable housing, sport and leisure, health and play sites, amongst others.
- 6.1.2 The s106 Capital Programme Manager and s106 service area leads utilise the information collated within the Authority’s s106 governance and monitoring process to define what monies are available for what and where this can be allocated, and develop projects based on this information.
- 6.1.3 The s106 programme of works aims to supplement and support the wider Authority budget, to ensure a good spread of spend for all areas of the Borough and to provide flexibility and value for money.
- 6.1.4 The s106 Capital Programme Manager and s106 service area leads utilise the information collated within the Authority’s s106 governance and monitoring process to define what monies are available and where this can be allocated, and develop projects based on this information.
- 6.1.5 The s106 programme of works aims to mitigate the impacts of developments within the Borough, supplementing and supporting the wider strategic North Tyneside Plan.
- 6.1.6 Service areas are routinely reviewing this information and developing projects, which are then presented to Investment Programme Board (IPB) for consideration prior to securing full IPB approval. If approved the projects are then delivered.

6.1.7 The latest s106 finance spreadsheet which includes the financial information of all developer contributions, which have been received by the Authority can be found within Appendix 3 and Appendix 4.

6.1.8 **Table 32: Section 106 Spend Update**

	31 December 2022	28 February 2023	31 July 2023
Received to date	£20.266m	£20.300m	£20.342m
Spend to date	(£6.609m)	(£8.836m)	(£9.604m)
Committed (through IPB Governance)	(£3.910m)	(£2.898m)	(£3.244m)
Uncommitted Balance	£9.747m	£8.566m	£7.494m

6.1.9 As at 31 July 2023, £20.342m had been received by the Authority, of which £9.604m has been expended in line with agreements. £10.738m remains as at 31 July 2023, of which £3.244m is committed. This leaves an uncommitted balance of £7.494m

6.1.10 In order to deliver projects within the allocated balance, service areas are developing and completing projects based on the legal parameters set within the wording of the planning obligations, all overseen by the Investment Programme Board (IPB) group. Significant work is ongoing with relevant officers in developing key projects and allocating the spend within all service areas.

6.2. Community Infrastructure Levy (CIL)

6.2.1 These are planning tools used to secure financial or non-financial contributions towards the provision of infrastructure to support and enable development and to mitigate the impact of development. CIL contributions now include secondary education, health and community facilities and other infrastructure developer contributions.

6.2.2 CIL continues to develop within the Authority and updates will be incorporated within this report over time as necessary. £675k of CIL monies have been received by the Authority, with no projects allocated or monies spent to date.

6.2.3 The Authority is strategically building balances in relation to CIL to facilitate investment within the Borough which will provide greatest benefit.

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North
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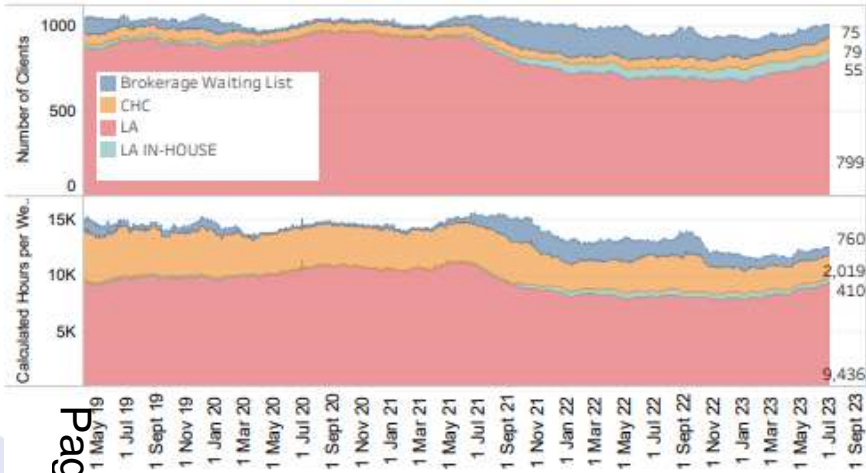
Performance Report to 31st July 2023

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Annex 2

Produced by Policy, Performance and Research

Adult Social Care



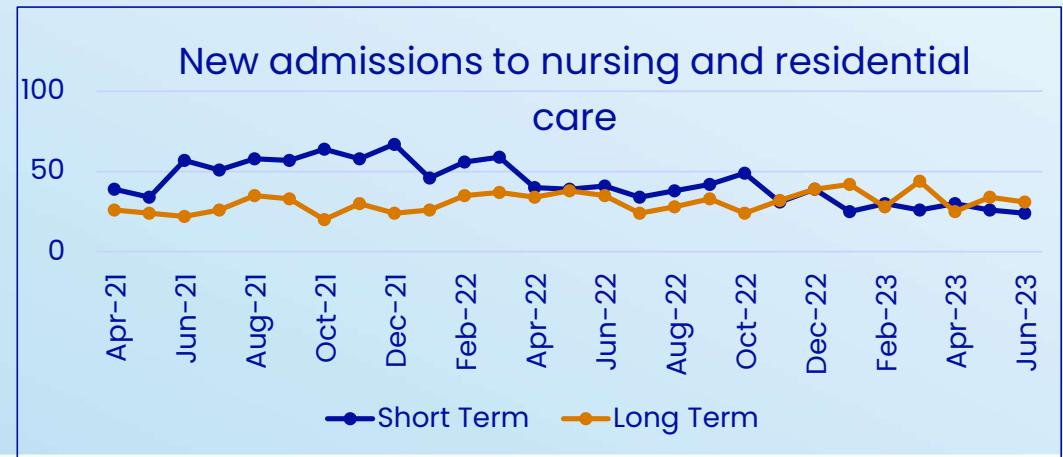
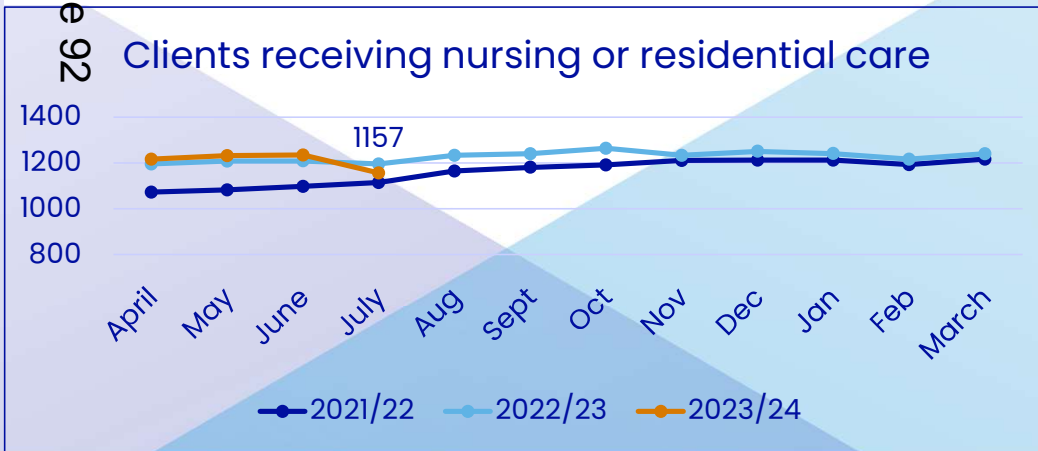
Commentary on performance

854 clients were receiving 9,846 hours of home care per week (June 2023)

60 clients on the brokerage list waiting 489 hours of home care, the number and hours have halved compared to December 2022.

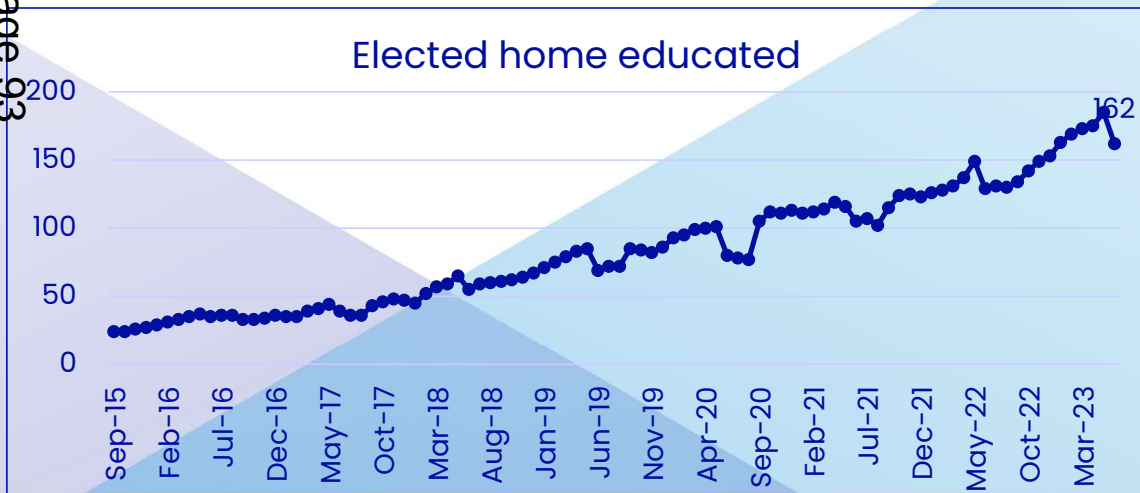
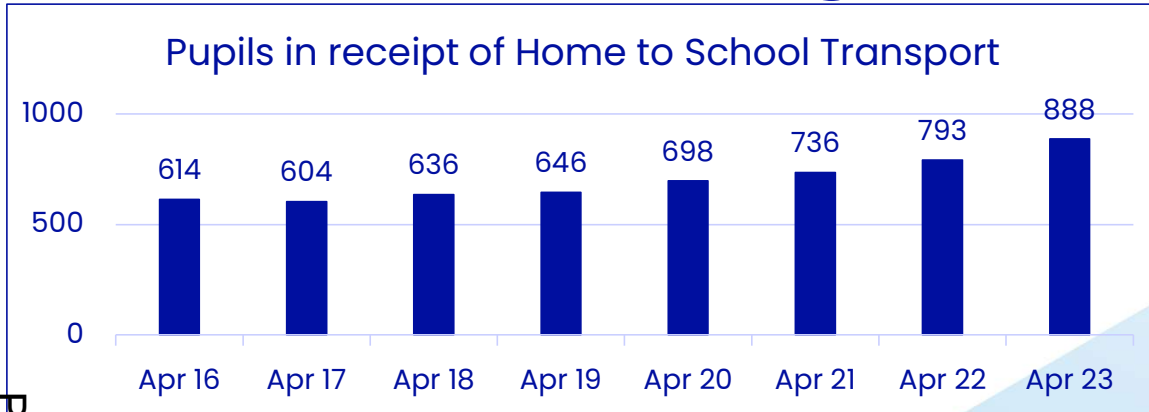
New long-term and short-term admissions to nursing and residential care are gradually decreasing in 2022/23.

At the end of July, there were 1,157 clients are receiving nursing or residential care.



Commissioning and Asset

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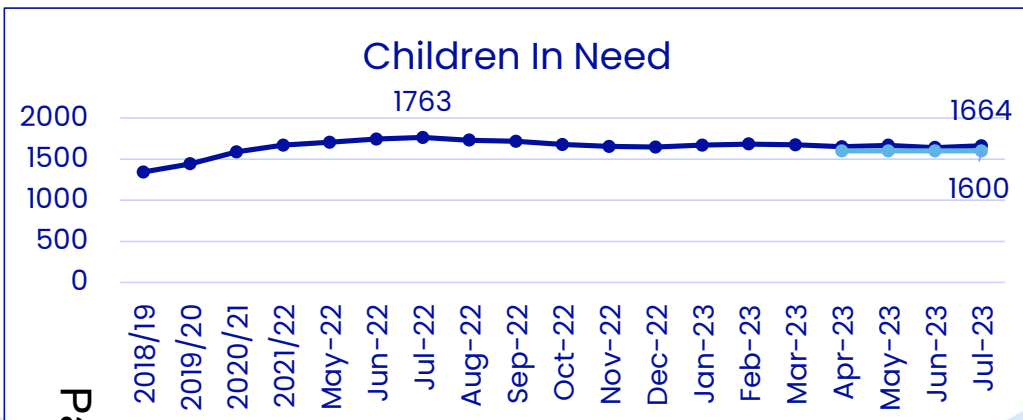


Commentary on performance

The number of pupils receiving Home to School Transport has significantly increased each year.

The number of pupils electively home educated is currently stands at 162 at the end of June 2023. The number of pupils electively home educated has gradually increased year on year for the last 7 years.

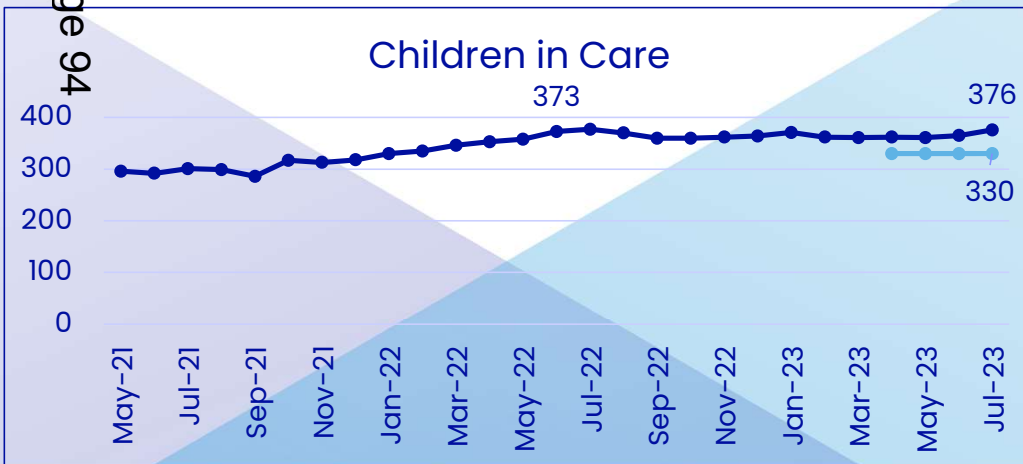
Children, Young People and Learning



Commentary on performance

1,664 Children in Need at the end of July 2023, significantly higher than the core 1,600 budgeted for.

At the end of July 2023, there are 376 children in care including 25 unaccompanied Asylum-Seeking Children (UASC) and 14 above 18 years classed as leaving care. This is an increase of 14 children since May and higher than the core 330 budgeted for, combined with the current placement mix driving higher costs.



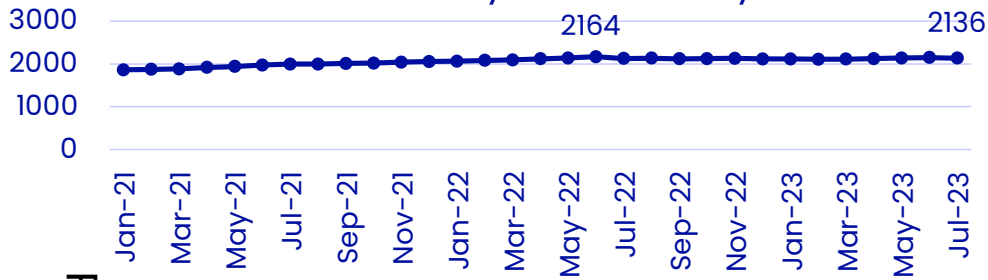
Placement Type	Budgeted Placements	Current Placements	Current Placement Costs (£m)**	Variance (£m)
External Fostering	22	27	1.166	0.173
In-House Fostering	204	222	5.613	(0.014)
In-house Residential	21	21	3.379	0.907
External Residential Care	23	26	5.581	0.089
External Supported Accommodation	32	41	3.474	1.788
Other*	28	39	0.000	0.000
Total	330	376	19.213	2.943

*Other includes Placed for Adoption, Placed with Parents/Parental Responsibility.

** budget figure set on an average cost per placement

Children, Young People and Learning

Education, Health and Care Plans (EHCPs) maintained by the authority



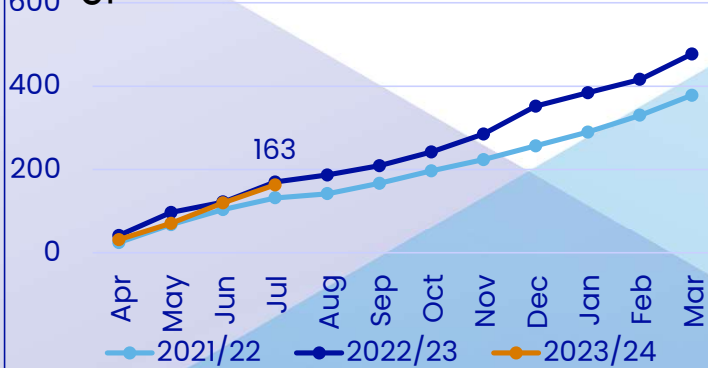
Commentary on performance

2,136 Education Health and Care Plans maintained. On track against the DSG management plan. The rate of EHCPs per population has improved, putting North Tyneside in line with the region, but remains higher than national rates.

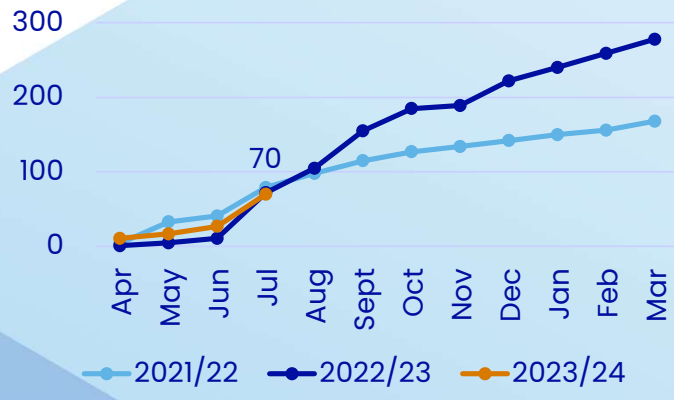
The number of assessments refused prior to assessment has increased. Demand remains consistent with last year.

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Cumulative requests for an EHCP Assessment



Cumulative EHCPs ceased



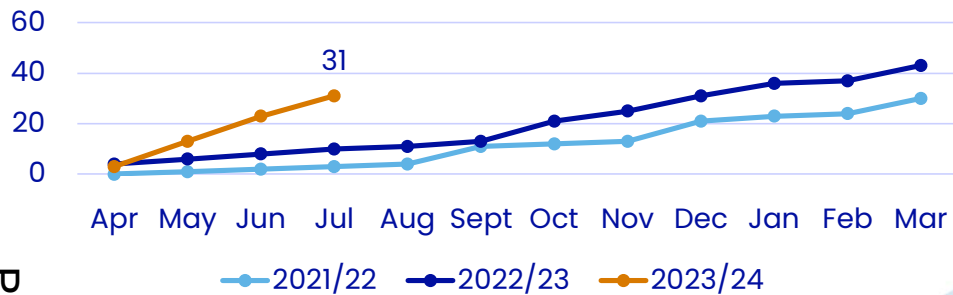
EHCP assessments refused prior to assessment - cumulative



Children, Young People and Learning

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Cumulative number of tribunals

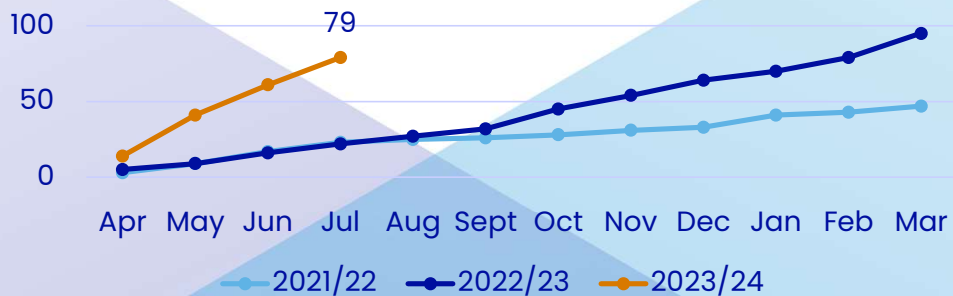


Commentary on performance

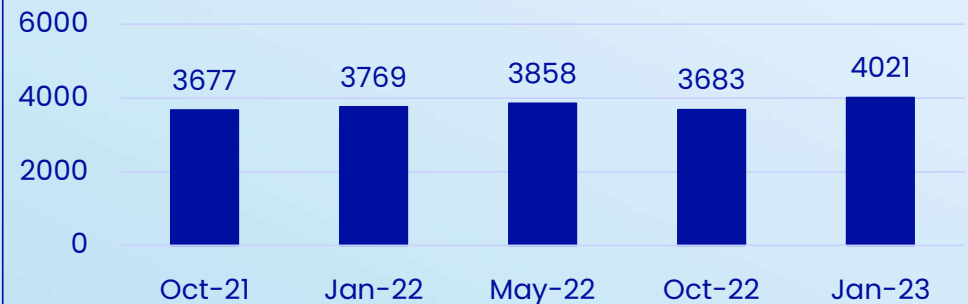
Significant increase in the number of tribunals and mediations, largely as a result of the increase in refusals for assessment.

The trend of pupils with SEN Support is increasing.

Cumulative number of mediations

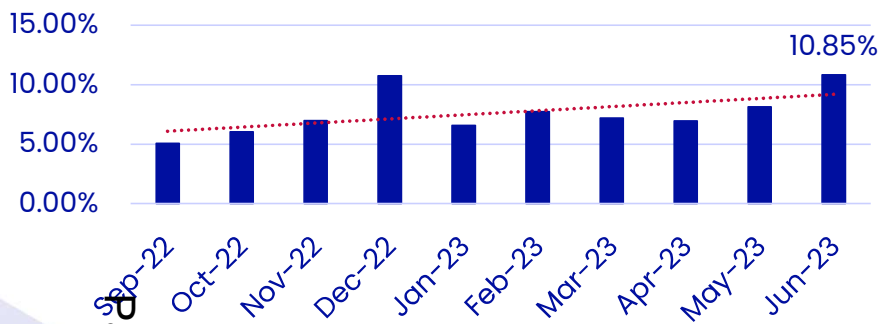


Number of pupils with SEN Support



Children, Young People and Learning

Overall Pupil Absence

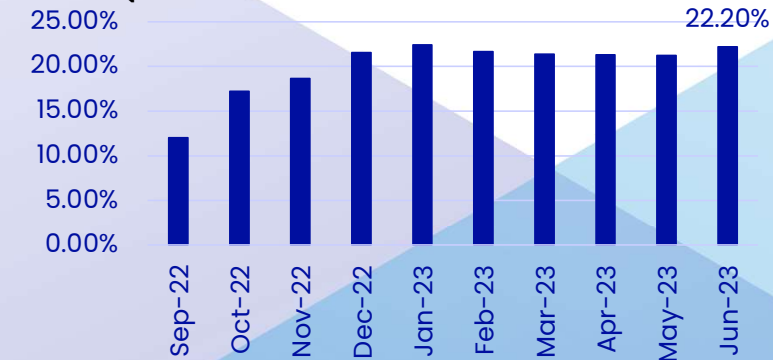


Comment on performance

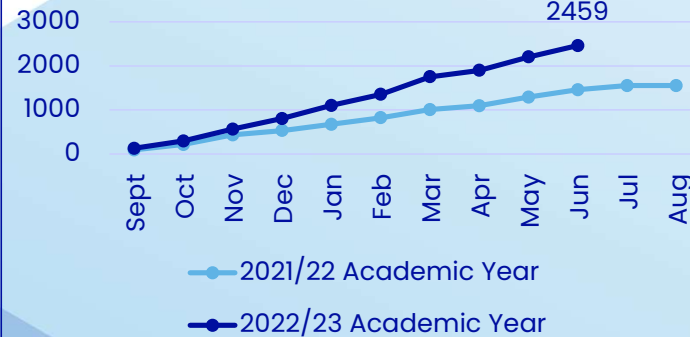
At the end of June, the number of suspensions was 2,459, almost 1,000 more than the same period last year. There were 65 Permanent Exclusions compared to 38 for the same period last year. The rise is somewhat seen over all schools, but in schools who are above the local authority average for suspension and permanent exclusions the Education North Tyneside Team will be offering support and challenge.

Overall Absence for 2022/23, so far, is marginally better than the same period last year. Improvements are most evident in the primary phase and in both phases illnesses have reduced. Increases have been noted in "other" unauthorised absences and unauthorised holidays are returning to pre-pandemic levels.

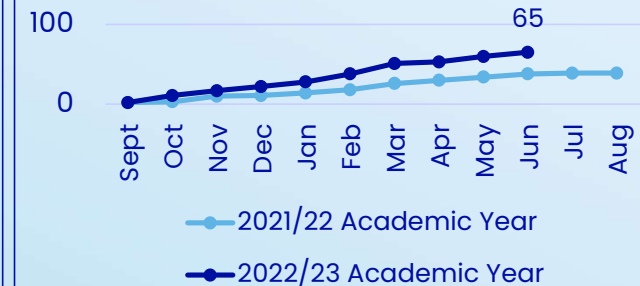
Persistent Pupil Absence



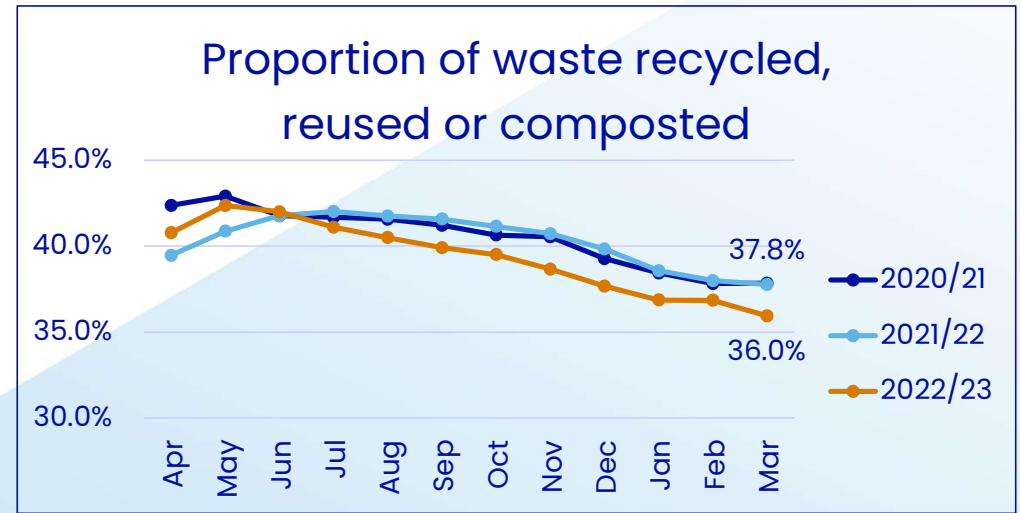
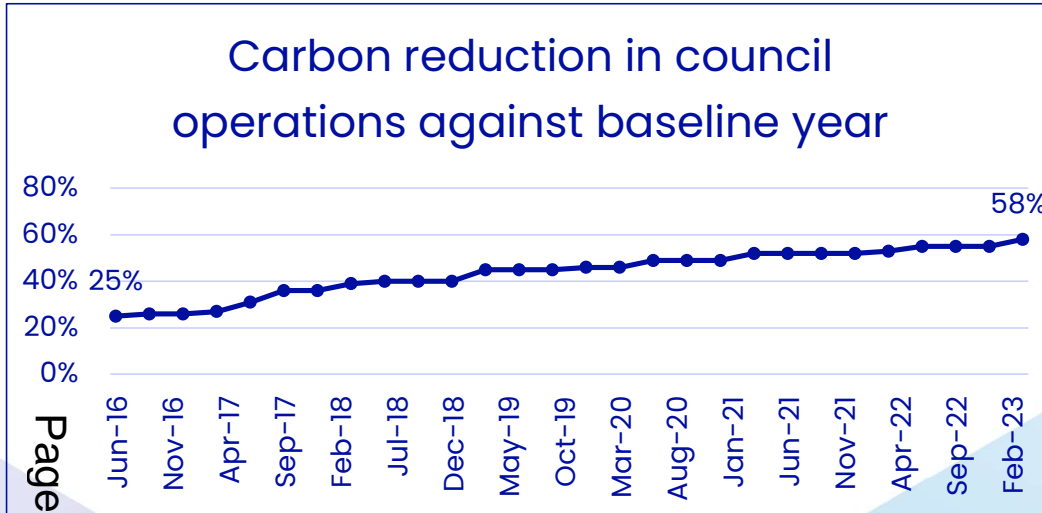
Pupil Suspensions - cumulative



Permanent Exclusions - cumulative



Environmental Services



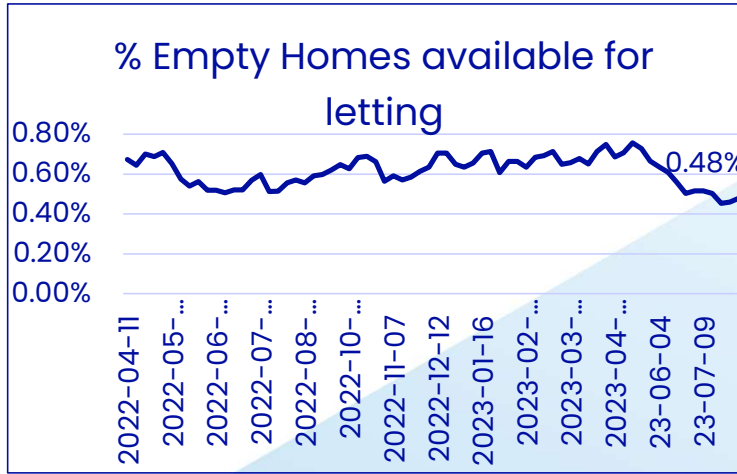
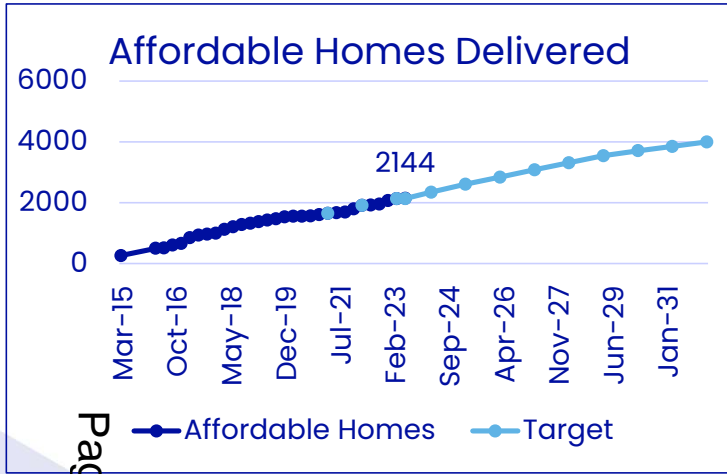
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Commentary on performance

Carbon reduction in council service operations have decreased by 58% against the baseline year of 2010/11.

The proportion of waste recycled, reused or composted during 2022/23 decreased significantly compared to the previous two years. Largely due to less composting collected in year because of the hot weather experienced during the spring and summer months.

Housing and Property Services

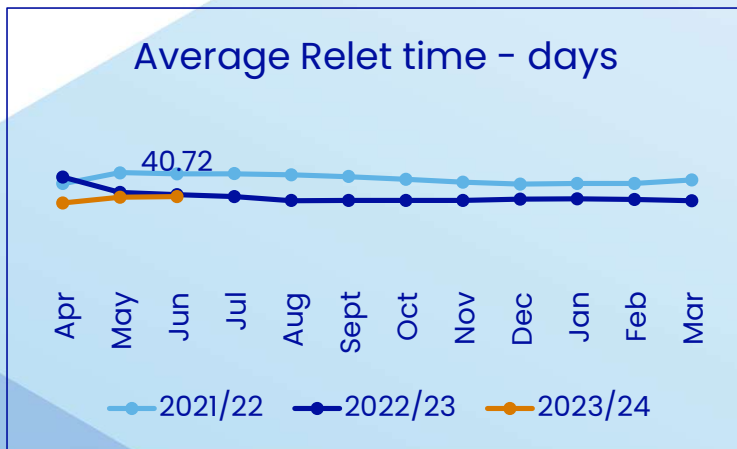
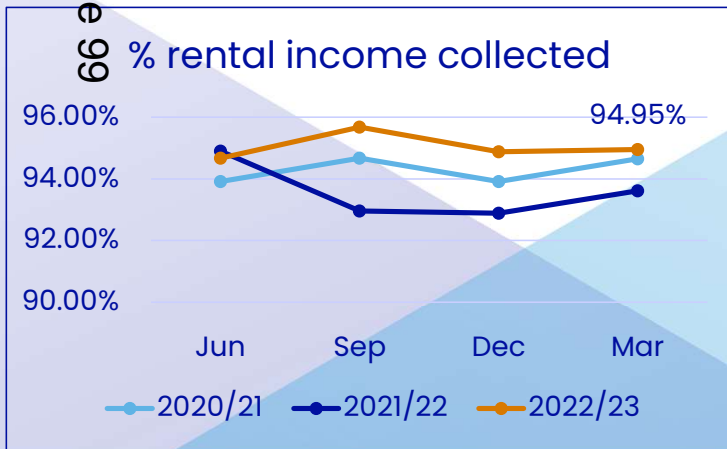


Commentary on performance

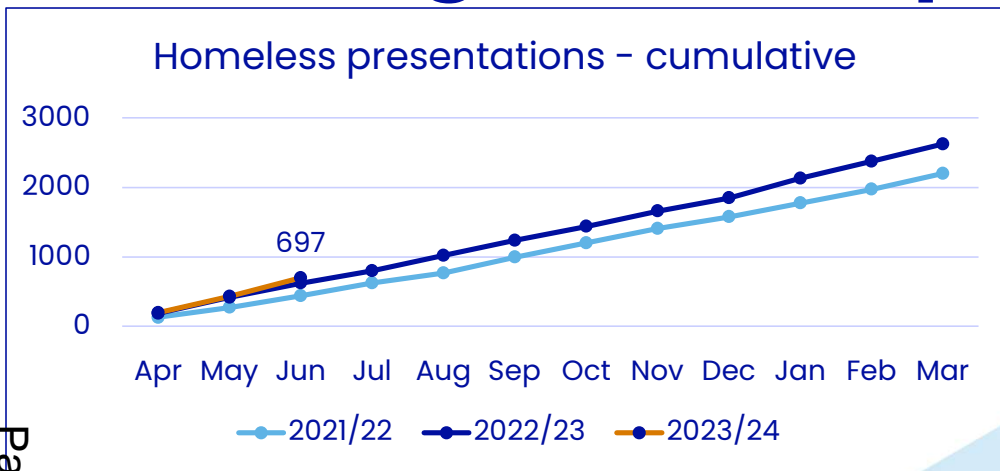
Affordable homes programme on track against profiled target. 2,144 delivered at end of quarter 1.

94.95% rent collected during 2022/23, better than last two years.

Average relet time performance improving and returning to pre-pandemic levels. Fewer than half a percent of homes empty and available for letting, maximising rental income.

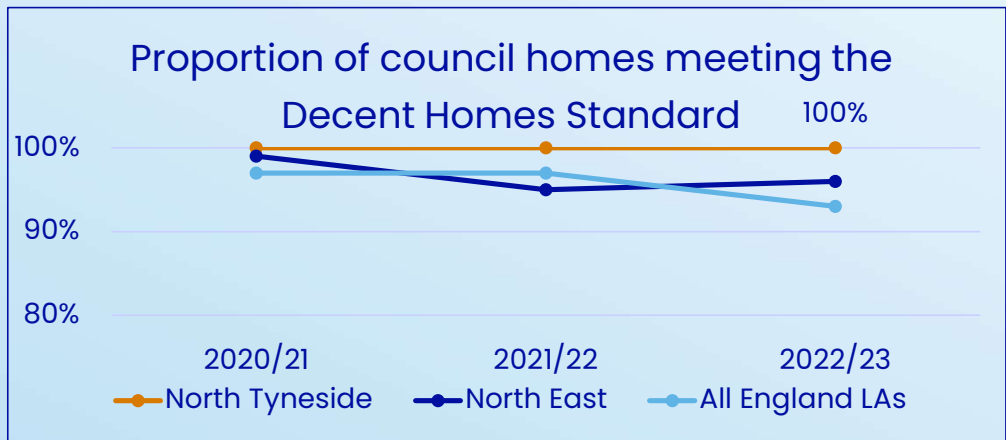
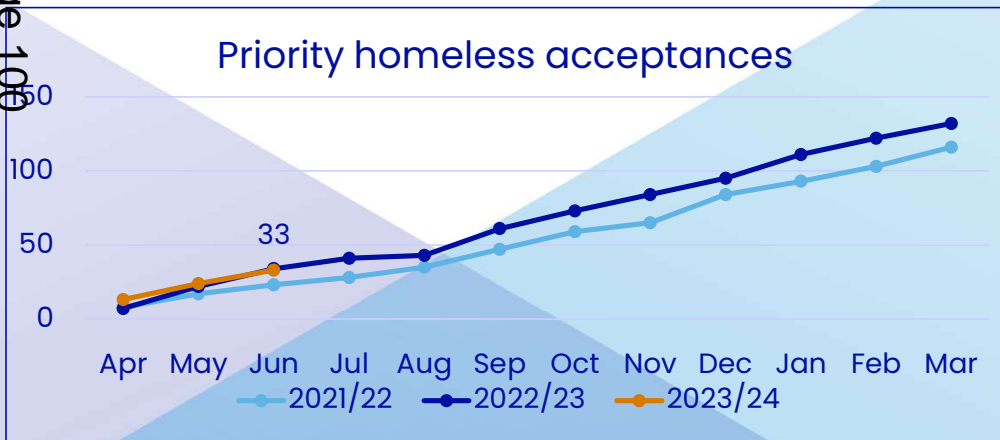


Housing and Property Services



Commentary on performance
 Homeless presentations to the authority remains high at the end of July, however the number of priority homeless acceptances are stable and consistent with previous years.

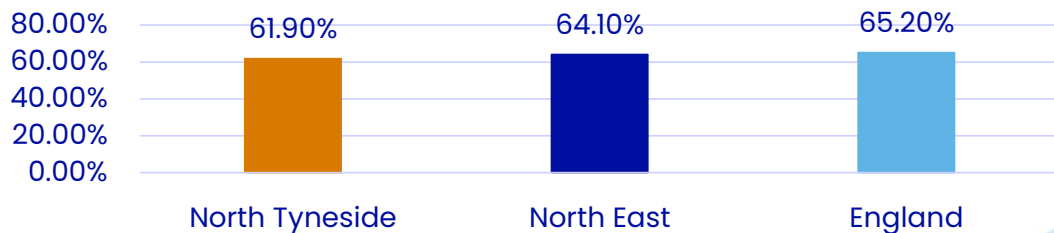
 100% council homes meet the Decent Homes Standard following investment and improvement works, better than regional and national comparators.



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Public Health

School readiness: % children achieving a good level of development at the end of Reception in 2021/22



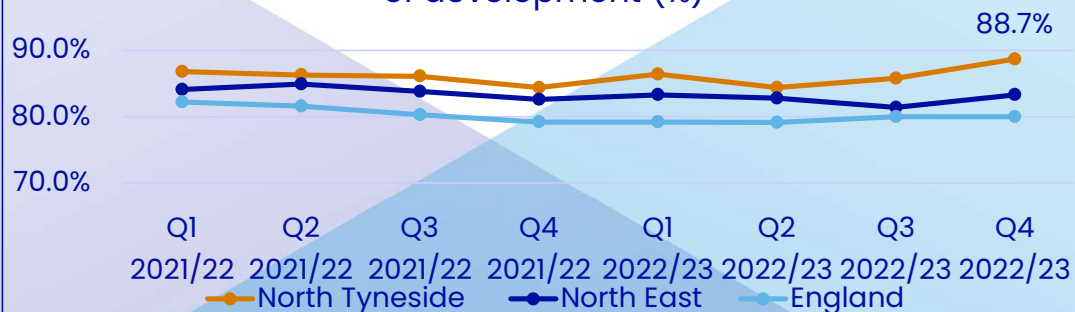
Commentary on performance

School readiness below regional and national levels.

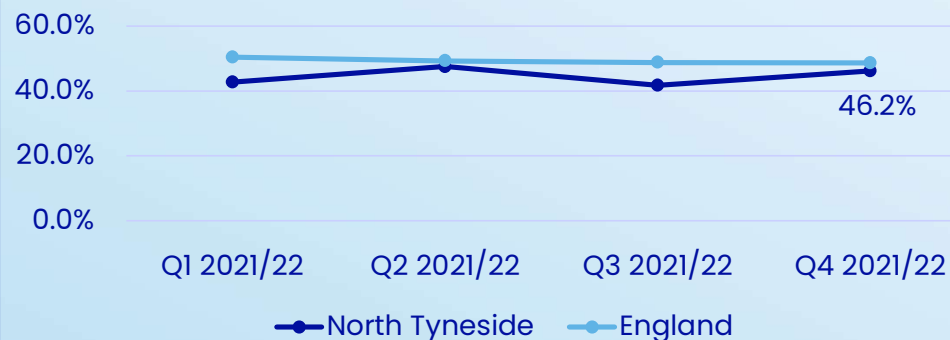
At the end of 2022/23 the proportion of children meeting or exceeding the expected level of development is better than regional and national performance.

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% children who received a 2-2½ year review who were at or above the expected level in all five areas of development (%)



Breastfeeding prevalence at 6 to 8 weeks after birth



Community Safety

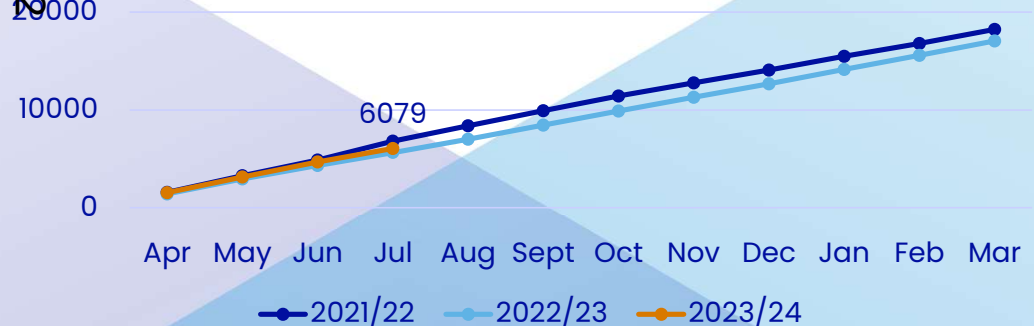
Commentary on performance

The number of reported crimes to Northumbria Police are in line with the previous two years. The highest reported incident types are violent offences, stalking and harassment, shoplifting and public order offences.

Reported Anti-social behaviour incidents decreased during 2022/23 and have remained consistent this year. The majority of ASB incidents are classified as "other ASB", neighbourly disputes, motorcycle disorder, inappropriate use of public space and residential noise complaints.

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Reported crime to Northumbria Police – cumulative

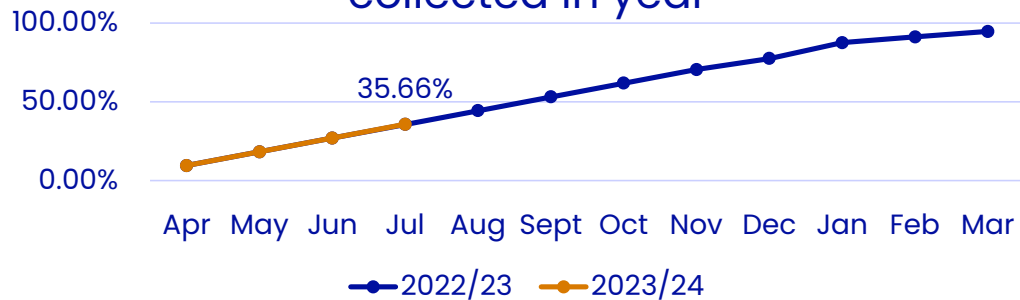


Reported anti-social behaviour to Northumbria Police – cumulative



Resources

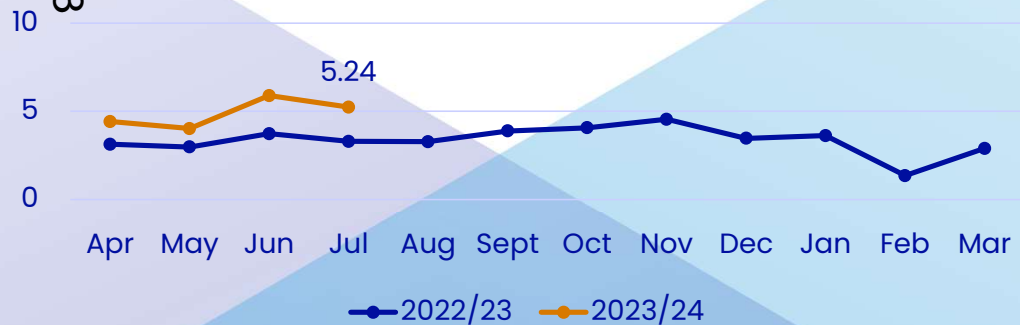
Cumulative proportion of council tax collected in year



Cumulative proportion of business rates collected in year



Average days to process change of circumstances



Commentary on performance

Council tax collection is consistent with last year. At the end of 2022/23, collection was slightly lower than national performance.

Business rates collection performance is improving. At the end of 2022/23 local performance was in line with national performance.

Processing time for change of circumstances has increased during 2023/24.

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Fund	Project	Year					Total £000
		2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000	2027/28 £000	
General Fund							
	BS026 Asset Planned Maintenance	2,759	3,100	1,750	1,500	1,500	10,609
	BS030 Public Sector Decarbonisation Scheme	54	0	0	0	0	54
	BS031 Childrens Home Capital Programme	35	0	0	0	0	35
	BS033 Changing Places Facilities	93	0	0	0	0	93
	BS034 Parks Sports Centre – Security Measures	345	0	0	0	0	345
	BS035 Former Rectory St Columbas Supported Accommodation	161	0	0	0	0	161
	BS036 S106 Oxford Centre Health Facilities	130	0	0	0	0	130
	BS037 S106 Forest Hall Health Facilities	32	0	0	0	0	32
	CO079 Playsites	306	101	83	0	0	490
	CO081 Gosforth Nature Reserve Grey Squirrel Control and Enhancements	9	0	0	0	0	9
	CO082 Sport and Leisure Facility Improvements	12	0	0	0	0	12
	CO083 Whitley Bay Crematoria	276	0	0	0	0	276
	CO086 North West Library Improvements	48	0	0	0	0	48
	CO088 Gateways to the Boroughs	34	0	0	0	0	34
	CO089 S106 Raleigh Drive Allotment Extension	25	0	0	0	0	25
	CO091 Neighbourhood Parks	92	90	100	0	0	282
	CO092 Wallsend Park Bothy Toilet	88	0	0	0	0	88
	CO093 Rising Sun Country Park S106 Ecology	13	0	0	0	0	13
	CO094 Lawn Tennis – Improvements to Tennis Courts	133	0	0	0	0	133
	CO095 S106 Willington Quay Community Garden	13	0	0	0	0	13
	CO096 St Peters Sports Pavilion and AGP Pitches	4,008	0	0	0	0	4,008
	CO097 Forest Hall Library Improvements	287	0	0	0	0	287
	CO098 S106 Lakeside Centre Gym Equipment	50	0	0	0	0	50
	CO099 Rising Sun Country Park Improvements	88	44	0	0	0	132
	CO100 S106 Killingworth Sidings (Ecology)	12	0	0	0	0	12
	CO101 Tynemouth Gym Equipment	60	0	0	0	0	60
	DV064 Council Property Investment	1,833	0	0	0	0	1,833
	DV066 Investment in North Tyneside Trading Co	4,787	3,000	3,000	3,000	2,000	15,787
	DV071 Section 106 Contributions to Set Up Health Facilities	0	0	0	0	0	0
	DV073 Ambition for North Tyneside	1,488	3,376	0	0	0	4,864
	DV074 North Shields Heritage Action Zone (Ambition)	175	0	0	0	0	175
	DV077 Tyne Brand Development Site	4,046	190	0	0	0	4,236
	DV079 Howard Street The Exchange	3	0	0	0	0	3
	DV080 Segedunum Roman Museum MEND	675	0	0	0	0	675
	DV081 North Shields Cultural Quarter	286	250	0	0	0	536
	DV082 Wallsend Town & High Street Programme	1,240	600	0	0	0	1,840
	DV083 The Globe Gallery and Business Centre	300	0	0	0	0	300
	ED075 Devolved Formula Capital	1,568	1,610	610	610	610	5,008
	ED120 Basic Need	0	0	0	0	0	0
	ED132 School Capital Allocation	4,915	3,868	3,868	3,868	3,868	20,387
	ED190 High Needs Provision Capital Allocation	4,454	5,206	0	0	0	9,660
	EV034 Local Transport Plan	3,580	2,552	2,986	2,986	2,986	15,090
	EV055 Surface Water Improvements	675	0	0	0	0	675
	EV056 Additional Highways Maintenance	3,604	3,253	2,000	2,000	2,000	12,857
	EV069 Vehicle Replacement	1,499	1,676	1,123	3,000	1,500	8,798
	EV076 Operational Depot Accommodation Review	274	0	0	0	0	274
	EV083 Street Lighting LED	1,486	2,101	0	0	0	3,587
	EV091 Other Initiatives Climate Change	1,114	750	1,000	1,000	1,000	4,864
	EV094 Transforming Cities Fund – NT02 North Shields Transport Hub	12,218	0	0	0	0	12,218
	EV095 Active Travel Fund 1 & 2 Rake Lane	59	0	0	0	0	59
	EV096 Highway Maintenance Challenge Fund – Tanners Bank	334	250	0	0	0	584
	EV097 Weetslade & Westmoor Roundabouts, Great Lime Road (S106 Bellway Homes)	896	0	0	0	0	896
	EV098 Transforming Cities Fund – NT08 Four Lane Ends Bus Priority	1,575	0	0	0	0	1,575
	EV099 Transforming Cities Fund – NT10 Links to Metro	3,766	0	0	0	0	3,766
	EV100 Active Travel 3 – Permenant Seafront Scheme	3,940	6,734	0	0	0	10,674
	EV101 Transforming Cities Fund – Intelligent Transport Systems	97	0	0	0	0	97
	EV102 On Street Residential Charging Scheme	233	0	0	0	0	233
	EV103 S106 Nexus Schemes	94	0	0	0	0	94
	GEN03 Contingencies	2,016	2,000	1,000	1,000	1,000	7,016
	GEN12 Local Infrastructure	147	100	100	100	100	547
	GEN13 Project Management	100	100	100	100	100	500
	HS004 Disabled Facilities Grant	2,578	1,869	0	0	0	4,447
	HS051 Private Sector Empty Homes	260	205	206	0	0	671
	HS053 Green Homes Local Authority Delivery	882	0	0	0	0	882
	HS055 Home Upgrade Grant	311	310	0	0	0	621
	IT020 ICT Strategy	1,517	1,000	1,250	1,250	1,250	6,267
General Fund Total		78,188	44,335	19,176	20,414	17,914	180,027
HRA							
	HS015 Refurbishment / Decent Homes Improvements	25,484	24,861	25,535	26,620	28,715	131,215
	HS017 Disabled Adaptations	1,633	1,599	1,315	1,328	1,341	7,216
	HS039 ICT Infrastructure Works	1,111	210	112	113	114	1,660
	HS044 HRA New Build	6,311	4,000	4,000	3,500	4,000	21,811
	HS054 HRA Vehicle Replacement Programme	0	0	0	1,800	1,800	3,600
HRA Total		34,539	30,670	30,962	33,361	35,970	165,502
Total £000		112,727	75,005	50,138	53,775	53,884	345,529

		Year					Total £000
		Period of Change					
		2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000	2027/28 £000	
Fund	Category						
General Fund							
	Council Contribution	20,332	19,408	11,529	12,950	10,450	74,669
	Council Contribution - Capital Receipts	1,417	0	0	0	0	1,417
	Grants & Contributions	54,970	24,927	7,647	7,464	7,464	102,472
	Revenue Contribution	620	0	0	0	0	620
	Contribution from Reserves	849	0	0	0	0	849
General Fund Total		78,188	44,335	19,176	20,414	17,914	180,027
HRA Financing							
	HRA Capital Receipts	3,941	2,170	2,153	1,060	1,202	10,526
	HRA Revenue Contribution	11,589	13,592	14,137	16,259	16,557	72,134
	HRA MRR	17,544	14,167	14,592	14,112	17,411	77,826
	HRA Grants & Contributions	1,050	611	0	0	0	1,661
	HRA Contribution from Reserves	415	130	80	1,930	800	3,355
HRA Financing Total		34,539	30,670	30,962	33,361	35,970	165,502
Total£000		112,727	75,005	50,138	53,775	53,884	345,529

2024-2028 Financial Planning and Budget Process

Timetable of Key Milestones for 2024/25

Date / Meeting	Detail
27 November 2023 Cabinet	Cabinet considers its 2024-2028 initial Budget proposals in relation to General Fund, Schools, Housing Revenue Account & Investment Plan for 2024-2029.
28 November 2023	Notice of Objection process for the 2023/24 Budget commences.
28 November 2023	Budget and Council Plan engagement process begins. Ends in January 2024.
29 November 2023 Scrutiny Process	Scrutiny of the 2024-2028 Financial Planning and Budget process.
11 December 2023 Overview & Scrutiny Co-ordination and Finance Committee	Overview & Scrutiny Co-ordination and Finance Committee consider Cabinets Initial Budget Proposals for 2024-2028 Financial Planning and Budget and Council Plan process.
Mid December 2023	Estimated timing of the 2024/25 Provisional Local Government Finance Settlement.
15 January 2024 Overview & Scrutiny Co-ordination and Finance Committee	Overview & Scrutiny Co-ordination and Finance Committee considers the results of its review of the 2024-2028 Financial Planning and Budget and Council Plan process.
22 January 2024 Cabinet	2024/25 Council Tax Base agreed by Cabinet
29 January 2024 Cabinet	Cabinet approves the final proposals in relation to the 2024/25 Housing Revenue Account budget and associated Business Plan, including an assessment in relation to the current year's budget monitoring information (2023/24). In addition, Cabinet will agree the Annual Housing Rent policy for 2024/25.

Appendix 3

Date / Meeting	Detail
29 January 2024 Cabinet	Cabinet considers its Budget proposals for 2024-2028 in relation to General Fund Revenue, Schools & Investment Plan for 2024-2029, taking into account feedback received as part of Budget Engagement and any recommendations from Overview and Scrutiny and Policy Development Committee.
30 January 2024 Overview & Scrutiny Co-ordination and Finance Committee	Overview & Scrutiny Co-ordination and Finance Committee/Budget Study Group as appropriate considers Cabinet's final Budget proposals.
5 February 2023 Cabinet	Cabinet meeting to consider any recommendations of the Overview and Scrutiny Budget Study Group following its review of the Cabinets 2024/25 Budget and Council Tax proposals.
13 February 2024	4pm deadline for responses to the Authority's Notice of Objection
15 February 2024 Council	Cabinet submits to the Council its estimates of amounts for the 2024-2028 Financial Plan and 2024/25 Budget & Council Tax levels.
19 February 2024 (if required) Cabinet	<p>Cabinet Meeting to consider any objections to Cabinet's Budget and Council Plan proposals.</p> <p>The Cabinet meeting on 19 February 2024 is now a scheduled meeting with other items of business and will proceed even where no objections are approved.</p>
29 February 2024 (if required) Council	<p>Council meeting to agree the Budget for 2024/25, the Council Tax level for 2024/25 and the Investment Plan for 2024-2029</p> <p>The Council meeting on 29 February 2024 is now a scheduled meeting with other items of business and will proceed even where no objections are approved.</p>

Appendix 3 - Section 106 Spend & Commitments Summary (31 July 2023)

	Received	Spent / Draw	Balance	Committed
Sports Facilities	-1,850,356	1,391,568	-458,788	-60,073
Travel Provisions	-1,547,476	554,931	-992,545	-397,638
Highway Works	-1,700,303	288,633	-1,411,670	-173,858
Allotments	-216,307	51,826	-164,481	-22,514
Cultural Facilities/Works	-28,000	0	-28,000	-28,000
Parks	-1,377,056	582,522	-794,535	-239,416
Healthcare/ Facilities	-1,561,850	438,038	-1,123,812	-162,103
Employment Initiatives	-120,762	22,456	-98,306	-15,000
Playsites	-1,171,911	574,877	-597,034	-7,469
Education	-8,365,679	4,128,210	-4,237,470	-1,729,893
Affordable Housing	-1,264,673	1,264,673	0	0
Coastal Mitigation	-76,445	0	-76,445	0
Ecology	-936,826	306,658	-630,168	-395,968
Air Quality Monitoring	-11,507	0	-11,507	-11,507
Public Rights of Way	-48,979	0	-48,979	0
Community Facilities	-63,865	0	-63,865	0
Total	-20,341,997	9,604,392	-10,737,606	-3,243,439

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Appendix 4 - Section 106 Spend & Commitments breakdown (31 July 2023)

Key:	
IPB approved / comitted spend	GREEN
End dates due 2023	AMBER
Past end date	RED
Over 1 year to commit spend	CLEAR
Funding Drawn	Blue

Sports Facilities	HS04				
Development	Received	Spent / Draw	Balance	Committed	End Date
13/01433/S106 - Wallsend Ward (S0062) - Land East of the Covers, Wallsend - Bellway - 13/00987/FUL	-198,705.00	198,705.46	0.46	0.00	
13/01901/S106 - Camperdown Ward (S0055) - Land at White House Farm, Station Road, Killingworth - Bellway Homes - 11/02337/FUL	-585,361.00	403,538.00	-181,823.00	0.00	10.12.2025
14/00242/S106 - Battle Hill Ward (S0060) - Hadrian Education Centre - Gladedale - 12/02047/FUL	-96,924.00	96,924.00	0.00	0.00	
14/01941/S106 - Northumberland Ward (S0094) - Station Road East, Wallsend - Persimmon Homes - 12/02025/FUL	-429,216.00	429,216.00	0.00	0.00	
15/00113/S106 & 17/01040/S106 - Valley Ward (S0091) - Land South of 81 Killingworth Avenue - Duke of Northumberland 72 Settlement - 14/01687/OUT	-50,026.00	50,026.00	0.00	0.00	
16/00467/S106 - Benton Ward (S0100) - Darsley Park, Benton - Taylor Wimpey - 15/01144/FUL	-74,217.00	74,217.00	0.00	0.00	
16/01598/S106 - Weetslade Ward (S0103) - Land at Former East Wideopen Farmhouse - Bellway - 16/00848/FUL	-2,748.00	2,748.00	0.00	0.00	
18/00087/S106 - Northumberland Ward (S0121) - Land West of Station Road, Wallsend - - 16/01885/FUL	-136,193.24	136,193.24	0.00	0.00	
20/01140/S106 (S0125) - Moorhouses Covered Reservoir - Bellway Homes - 19/01280/FUL	-111,965.92	0.00	-111,965.92	-60,072.55	04.10.2027
21/00801/S106 (S0126) - Land North Of Castle Square, Backworth - Bernicia Group - 19/01674/FUL - Valley Ward	-165,000.00	0.00	-165,000.00	0.00	01.12.2027
Total	-1,850,356.16	1,391,567.70	-458,788.46	-60,072.55	

Travel Provisions					
Development	Received	Spent / Draw	Balance	Committed	End Date
02/03264/S106 - Chirton Ward (S0008) - Land Parcels West of First Avenue and North of Second Avenue Off Narvik Way, Tyne Tunnel Trading Estate, North Shields - UK Land	-7,500.00	7,500.00	0.00	0.00	
11/00939/S106 - Weetslade Ward (S0036) - Land East of Great Lime Road, Wideopen - Bellway Homes - 13/00551/FUL	-197,400.00	148,973.70	-48,426.30	-48,426.30	03.04.2024
12/01166/S106 - Collingwood Ward (S0066) - North Tyneside General Hospital - - 11/00765/OUT	-6,766.00	-42,529.54	-49,295.54	0.00	01.10.2023
13/01282/S106 & 15/01941/S106 - Killingworth Ward (S0063) - Scaffold Hill - Bellway & Taylor Wimpey - 11/01600/FUL	-414,264.00	414,264.00	0.00	0.00	
13/01736/S106 & 15/00513/S106 & 17/01036/S106 - Valley Ward (S0069) - Shiremoor West - Hotspur Land Ltd - 14/01931/FUL	-26,723.00	26,723.00	0.00	0.00	
13/01901/S106 - Camperdown Ward (S0055) - Land at White House Farm, Station Road, Killingworth - Bellway Homes - 11/02337/FUL	-145,871.00	0.00	-145,871.00	-145,871.00	24.07.2024
15/00113/S106 & 17/01040/S106 - Valley Ward (S0091) - Land South of 81 Killingworth Avenue - Duke of Northumberland 72 Settlement - 14/01687/OUT	-545,349.00	0.00	-545,349.00	0.00	29.07.2024
19/00262/S106 (S0124) - Land East of Salters Lane, Longbenton - Avant Homes - 16/01889/FUL	-203,341.18	0.00	-203,341.18	-203,341.18	06.09.2026
22/00498/S106 (S0133) - Former Motor Hog, Wallsend Road, North Shields - Mandale Investments - 21/02355/FUL	-262.18	0.00	-262.18	0.00	12.12.2023
Total	-1,547,476.36	554,931.16	-992,545.20	-397,638.48	

Highway Works					
Development	Received	Spent / Draw	Balance	Committed	End Date
09/01790/S106 - Killingworth Ward (S0053) - Unit 12 Wesley Way Benton Square Industrial Estate Benton - Harrison Properties Ltd - 09/00480/FUL	-20,858.00	0.00	-20,858.00	-20,858.00	No expiry date
11/01867/S106 & 11/0786/S106 - Wallsend Ward (S0041) - SPORTS GROUND KINGS ROAD SOUTH WALLSEND - NTC & BELLWAY HOMES-ISOS - 11/01345/FUL	-85,000.00	0.00	-85,000.00	0.00	14.07.2021
11/01867/S106 & 11/0786/S106 - Wallsend Ward (S0041) - SPORTS GROUND KINGS ROAD SOUTH WALLSEND - NTC & BELLWAY HOMES-ISOS - 11/01345/FUL	-20,000.00	0.00	-20,000.00	0.00	14.07.2021
12/01166/S106 - Collingwood Ward (S0066) - North Tyneside General Hospital - - 11/00765/OUT	-283,132.72	283,133.00	0.00	0.00	
13/01614/S106 - Killingworth Ward (S0058) - The Limes Development, Palmersville - Taylor Wimpey -	-153,000.00	0.00	-153,000.00	-153,000.00	11.06.2020
14/00242/S106 - Battle Hill Ward (S0060) - Hadrian Education Centre - Gladedale - 12/02047/FUL	-5,500.00	5,500.00	0.00	0.00	
14/01941/S106 - Northumberland Ward (S0094) - Station Road East, Wallsend - Persimmon Homes - 12/02025/FUL	-538,957.33	0.00	-538,957.33	0	17.05.2026
16/00467/S106 - Benton Ward (S0100) - Darsley Park, Benton - Taylor Wimpey - 15/01144/FUL	-174,397.00	0.00	-174,397.00	0	07.01.2026
20/01427/S106 (S0128) - West Chirton Industrial Estate South - Miller Homes - 14/01018/OUT	-373,019.60	0.00	-373,019.60	0	27.09.2028
19/00262/S106 (S0124) - Land East of Salters Lane, Longbenton - Avant Homes - 16/01889/FUL	-46,438.00	0.00	-46,438.00	0	06.09.2026
Total	-1,700,302.65	288,633.00	-1,411,669.93	-173,858.00	

Allotments					
Development	Received	Spent / Draw	Balance	Committed	End Date
10/00793/S106 - Battle Hill Ward (S0030) - Former Battle Hill Library, Community Centre And Customer Service Centre And, 1-22 The Parade, Wallsend - Keepmoat Homes -	-2,700.00	0.00	-2,700.00	-2,700.00	
11/00939/S106 - Weetslade Ward (S0036) - Land East of Great Lime Road, Wideopen - Bellway Homes - 13/00551/FUL	-43,726.00	43,726.00	0.00	0	
13/00947/S106 - Weetslade Ward (S0064) - Land at East Wideopen Farm - - 13/00198/FUL	-8,100.00	8,100.00	0.00		
13/01433/S106 - Wallsend Ward (S0062) - Land East of the Covers, Wallsend - Bellway - 13/00987/FUL	-2,700.00	0.00	-2,700.00	-2,700.00	18.09.2024
13/01901/S106 - camperdown Ward (S0055) - Land at White House Farm, Station Road, Killingworth - Bellway Homes - 11/02337/FUL	-37,144.00	0.00	-37,144.00	0	07.12.2025
13/02005/S106 - Whitley Bay Ward (S0072) - Site Of Former, 35 Esplanade - John Spencer Harvey - 13/01526/FUL	-2,755.00	0.00	-2,755.00	0	18.09.2024
14/00242/S106 - Battle Hill Ward (S0060) - Hadrian Education Centre - Gladedale - 12/02047/FUL	-2,699.50	0.00	-2,699.50	-2,699.50	08.12.2022
14/01721/S106 - Northumberland Ward (S0089) - Former Parkside Special School, Wallsend - Bellway Homes - 14/00897/FUL	-5,400.00	0.00	-5,400.00	-5,400.00	03.03.2022
14/01941/S106 - Northumberland Ward (S0094) - Station Road East, Wallsend - Persimmon Homes - 12/02025/FUL	-61,954.00	0.00	-61,954.00	0	16.11.2023
15/00100/S106 - Killingworth Ward (S0096) - Former REME Depot, Killingworth - Diocese of Hexham - 14/00730/FUL	-9,014.00	0.00	-9,014.00	-9,014.00	22.06.2022
16/00467/S106 - Benton Ward (S0100) - Darsley Park, Benton - Taylor Wimpey - 15/01144/FUL	-5,572.80	0.00	-5,572.80	0	22.06.2023
21/00082/S106 (S0129) - Field North of 45 Sunholme Drive, Wallsend - Persimmon Homes - 20/01047/FUL	-3,750.83	0.00	-3,750.83	0	16.12.2028
18/00087/S106 - Northumberland Ward (S0121) - Land West of Station Road, Wallsend - - 16/01885/FUL	-17,243.56	0.00	-17,243.56	0	01.08.2027
20/01140/S106 (S0125) - Moorhouses Covered Reservoir - Bellway Homes - 19/01280/FUL	-5,792.74	0.00	-5,792.74	0	04.10.2027
21/00801/S106 (S0126) - Land North Of Castle Square, Backworth - Bernicia Group - 19/01674/FUL - Valley Ward	-2,700.00	0.00	-2,700.00	0	01.12.2027
16/02016/S106 - Longbenton Ward (S0105) - Land North of 1 Whitcroft Road, West Moor - Bellway - 16/01316/FUL	-5,054.82	0.00	-5,054.82	0	04.10.2027
Total	-216,307.25	51,826.00	-164,481.25	-22,513.50	

Cultural Facilities/Works					
Development	Received	Spent / Draw	Balance	Committed	End Date
10/00793/S106 - Battle Hill Ward (S0030) - Former Battle Hill Library, Community Centre And Customer Service Centre And, 1-22 The Parade, Wallsend - Keepmoat Homes -	-5,000.00	0.00	-5,000.00	-5,000.00	06.06.2016
11/00939/S106 - Weetslade Ward (S0036) - Land East of Great Lime Road, Wideopen - Bellway Homes - 13/00551/FUL	-5,000.00	0.00	-5,000.00	-5,000.00	01.05.2020
15/00496/S106 - Collingwood Ward (S0090) - Travelodge Hotel, Wallsend - Crown Estates - 14/01698/FUL	-3,000.00	0.00	-3,000.00	-3,000.00	19.09.2021
16/00274/S106 - Camperdown Ward (S0098) - Land at Former Chan Buildings, Stephenson Industrial Estate - - 15/01708/FUL	-15,000.00	0.00	-15,000.00	-15,000.00	22.06.2023
Total	-28,000.00	0.00	-28,000.00	-28,000.00	

Parks					
Development	Received	Spent / Draw	Balance	Committed	End Date
10/02253/S106 - Chirton Ward (S0032) - Land At Former Meadowell Primary SchoolWantage AvenueNorth Shields - Ben Bailey Homes - 10/01274/FUL	-9,160.00	0.00	-9,160.00	-9,160.00	No expiry date
13/01433/S106 - Wallsend Ward (S0062) - Land East of the Covers, Wallsend - Bellway - 13/00987/FUL	-13,012.00	13,012.00	0.00	0.00	
13/01901/S106 - Camperdown Ward (S0055) - Land at White House Farm, Station Road, Killingworth - Bellway Homes - 11/02337/FUL	-296,279.00	0.00	-296,279.00	0	07.12.2025
13/02005/S106 - Whitley Bay Ward (S0072) - Site Of Former, 35 Esplanade - John Spencer Harvey - 13/01526/FUL	-8,414.00	2,732.52	-5,681.48	0	18.09.2024
14/00242/S106 - Battle Hill Ward (S0060) - Hadrian Education Centre - Gladedale - 12/02047/FUL	-31,637.50	31,637.00	-0.50		
14/01744/S106 - Howdon Ward (S0093) - St Marks Church, Wallsend - Marine Buildings Ltd - 13/01655/FUL	-3,251.00	0.00	-3,251.00	-3,251.00	21.07.2022
14/01941/S106 - Northumberland Ward (S0094) - Station Road East, Wallsend - Persimmon Homes - 12/02025/FUL	-617,782.22	401,119.25	-216,662.97	-216,662.97	17.05.2026
15/00100/S106 - Killingworth Ward (S0096) - Former REME Depot, Killingworth - Diocese of Hexham - 14/00730/FUL	-58,166.00	0.00	-58,166.00	0	22.06.2022
15/01088/S106 - Benton Ward (S0097) - Former St Bartholomews Primary School, Benton - - 15/00406/FUL	-8,960.00	2,521.00	-6,439.00	-6,439.00	15.03.2023
16/01571/S106 - Cullercoats Ward (S0102) - 16 John Street, Cullercoats - - 16/00193/FUL	-540.00	0.00	-540.00	-540.00	06.12.2021
14/01905/S106 (S0123) - Wallsend Community Centre 196A and 196 Vine Street - - 14/01348/FUL	-3,363.00	0.00	-3,363.00	-3,363.00	22.06.2023
17/00557/S106 - Riverside Ward (S0107) - Land at Ballast Hill Road - Cussins (North East) Ltd - 16/01692/FUL	-3,636.00	0.00	-3,636.00		26.10.2025
21/00082/S106 (S0129) - Field North of 45 Sunholme Drive, Wallsend - Persimmon Homes - 20/01047/FUL	-19,433.00	0.00	-19,433.00	0	18.07.2029
16/01375/S106 & 17/0162/S106 - Camperdown Ward (S0086) - Stephenson House, Killingworth - Bellway - 16/00232/FUL	-21,958.00	0.00	-21,958.00	0	20.10.2022
20/01140/S106 (S0125) - Moorhouses Covered Reservoir - Bellway Homes - 19/01280/FUL	-44,048.32	0.00	-44,048.32	0	14.10.2027
19/00262/S106 (S0124) - Land East of Salters Lane, Longbenton - Avant Homes - 16/01889/FUL	-67,232.24	0.00	-67,232.24	0	06.09.2026
18/00087/S106 - Northumberland Ward (S0121) - Land West of Station Road, Wallsend - - 16/01885/FUL	-131,500.08	131,500.00	-0.08		
16/02016/S106 - Longbenton Ward (S0105) - Land North of 1 Whitcroft Road, West Moor - Bellway - 16/01316/FUL	-38,684.00	0.00	-38,684.00		04.10.2027
Total	-1,377,056.36	582,521.77	-794,534.59	-239,415.97	

Healthcare/ Facilities					
Development	Received	Spent / Draw	Balance	Committed	End Date
11/00170/S106 - Riverside Ward (S0034) - John Lilley And GillieClive StreetNorth Shields - AWC Property Ltd - 10/01326/FUL	-5,808.00	5,808.00	0.00	0.00	
11/00939/S106 - Weetslade Ward (S0036) - Land East of Great Lime Road, Wideopen - Bellway Homes - 13/00551/FUL	-166,438.00	142,838.75	-23,599.00	-23,599.00	01.05.2020
11/01188/S106 - Tynemouth Ward (S0038) - Land To The Rear OfLinskill ParkPreston AvenueNorth Shields - Gentoo - 11/00748/FUL	-6,776.00	0.00	-6,776.00	0.00	17.01.2018
11/01967/S106 - Riverside Ward (S0043) - Site of Unit 1, Howdon Green Industrial Estate, Norman Terrace - Bellway Homes - 11/01346/FUL	-6,776.00	6,776.00	0.00	0.00	
12/01234/S106 - St Mary's Ward (S0046) - Glebe School Site - Charles Church Ltd - 12/00896/FUL	-6,776.00	0.00	-6,776.00	0	19.09.2019
13/01614/S106 - Killingworth Ward (S0058) - The Limes Development, Palmersville - Taylor Wimpey -	-31,918.00	0.00	-31,918.00	-31,918.00	
13/01736/S106 & 15/00513/S106 & 17/01036/S106 - Valley Ward (S0069) - Shiremoor West - Hotspur Land Ltd - 14/01930/FUL	-401,027.00	0.00	-401,027.00	0.00	01.06.2026
13/01901/S106 - Camperdown Ward (S0055) - Land at White House Farm, Station Road, Killingworth - Bellway Homes - 11/02337/FUL	-311,277.00	0.00	-311,277.00	0.00	07.12.2025
14/01941/S106 - Northumberland Ward (S0094) - Station Road East, Wallsend - Persimmon Homes - 12/02025/FUL	-398,412.15	264,393.36	-134,018.79	0.00	01.07.2024
15/00100/S106 - Killingworth Ward (S0096) - Former REME Depot, Killingworth - Diocese of Hexham - 14/00730/FUL	-68,404.00	18,222.00	-50,182.00	-50,182.00	22.06.2022
16/02016/S106 - Longbenton Ward (S0105) - Land North of 1 Whitecroft Road, West Moor - Bellway - 16/01316/FUL	-56,404.25	0.00	-56,404.25	-56,404.25	03.01.2028
18/00087/S106 - Northumberland Ward (S0121) - Land West of Station Road, Wallsend - - 16/01885/FUL	-101,833.49	0.00	-101,833.49		01.08.2027
Total	-1,561,849.89	438,038.11	-1,123,811.53	-162,103.25	

Employment Initiatives					
Development	Received	Spent / Draw	Balance	Committed	End Date
16/00274/S106 - Camperdown Ward (S0098) - Land at Former Chan Buildings, Stephenson Industrial Estate - - 15/01708/FUL	-14,800.00	14,799.66	-0.34		
16/02016/S106 - Longbenton Ward (S0105) - Land North of 1 Whitecroft Road, West Moor - Bellway - 16/01316/FUL	-17,608.25	7,656.23	-9,952.02		16.01.2029
21/00082/S106 (S0129) - Field North of 45 Sunholme Drive, Wallsend - Persimmon Homes - 20/01047/FUL	-55,751.53	0.00	-55,751.53		15.12.2026
21/00449/S106 (S0130) - Tanners Banks - Ovington Boats - 20/01044/FUL	-2,583.84	0.00	-2,583.84		15.12.2026
22/00498/S106 (S0133) - Former Motor Hog, Wallsend Road, North Shields - Mandale Investments - 21/02355/FUL	-15,000.00	0.00	-15,000.00	-15,000.00	30.09.2027
20/01140/S106 (S0125) - Moorhouses Covered Reservoir - Bellway Homes - 19/01280/FUL	-15,018.18	0.00	-15,018.18	0	04.10.2027
	0.00	0.00	0.00		
Total	-120,761.80	22,455.89	-98,305.91	-15,000.00	

Playsites					
Development	Received	Spent / Draw	Balance	Committed	End Date
12/01234/S106 - St Mary's Ward (S0046) - Glebe School Site - Charles Church Ltd - 12/00896/FUL	-2,306.00	2,306.00	0.00	0.00	
13/01064/S106 - Valley Ward (S0050) - St Edmunds Building Station Road Backworth - Bett Homes - 13/00622/FUL	-1,082.42	1,082.00	-0.42	0.00	
13/01433/S106 - Wallsend Ward (S0062) - Land East of the Covers, Wallsend - Bellway - 13/00987/FUL	-19,961.00	19,961.00	0.00	0.00	
13/01737/S106 - Killingworth Ward (S0061) - Land North of Forest Gate, Palmersville - Avant Homes - 13/01412/FUL	-43,981.00	43,981.00	0.00	0.00	
13/01901/S106 - Camperdown Ward (S0055) - Land at White House Farm, Station Road, Killingworth - Bellway Homes - 11/02337/FUL	-294,454.00	71,500.00	-222,954.00	0.00	08.11.2023
14/01721/S106 - Northumberland Ward (S0089) - Former Parkside Special School, Wallsend - Bellway Homes - 14/00897/FUL	-23,425.00	23,425.00	0.00	0.00	
14/01904/S106 - Longbenton Ward (S0095) - Former St Stephen's School, Longbenton - Diocese of Hexham - 14/01490/FUL	-27,839.00	27,839.00	0.00	0.00	
14/01941/S106 - Northumberland Ward (S0094) - Station Road East, Wallsend - Persimmon Homes - 12/02025/FUL	-218,532.00	0.00	-218,532.00	0.00	16.11.2023
15/00113/S106 & 17/01040/S106 - Valley Ward (S0091) - Land South of 81 Killingworth Avenue - Duke of Northumberland 72 Settlement - 14/01687/OUT	-252,435.00	252,435.00	0.00	0.00	
15/01088/S106 - Benton Ward (S0097) - Former St Bartholomews Primary School, Benton - - 15/00406/FUL	-8,287.00	8,287.00	0.00	0.00	
16/00188/S106 - Weetslade Ward (S0101) - Dudley People's Centre - Tantallon Homes - 15/00949/FUL	-8,498.00	8,484.00	-14.00	0.00	
16/00467/S106 - Benton Ward (S0100) - Darsley Park, Benton - Taylor Wimpey - 15/01144/FUL	-55,636.00	55,636.00	0.00	0.00	
14/01905/S106 (S0123) - Wallsend Community Centre 196A and 196 Vine Street - - 14/01348/FUL	-4,987.00	4,987.00	0.00	0.00	
16/01375/S106 & 17/0162/S106 - Camperdown Ward (S0086) - Stephenson House, Killingworth - Bellway - 16/00232/FUL	-32,554.00	32,554.00	0.00	0.00	
12/00415/S106 - Preston Ward (S0073) - Cleveland Adult Training Centre - - 11/02423/FUL	-7,469.00	0.00	-7,469.00	-7,469.00	
19/00262/S106 (S0124) - Land East of Salters Lane, Longbenton - Avant Homes - 16/01889/FUL	-91,746.79	0.00	-91,746.79	0.00	06.09.2026
20/01140/S106 (S0125) - Moorhouses Covered Reservoir - Bellway Homes - 19/01280/FUL	-56,318.19	0.00	-56,318.19	0.00	04.10.2027
21/00801/S106 (S0126) - Land North Of Castle Square, Backworth - Bernicia Group - 19/01674/FUL - Valley Ward	-22,400.00	22,400.00	0.00	0.00	
Total	-1,171,911.40	574,877.00	-597,034.40	-7,469.00	

Education					
Development	Received	Spent / Draw	Balance	Committed	End Date
13/01282/S106 & 15/01941/S106 - Killingworth Ward (S0063) - Scaffold Hill - Bellway & Taylor Wimpey - 11/01600/FUL	-3,187,124.72	1,706,231.84	-1,480,892.88	-1,480,892.88	Primary - 20.03.2029, Secondary 23.09.2031
13/01433/S106 - Wallsend Ward (S0062) - Land East of the Covers, Wallsend - Bellway - 13/00987/FUL	-20,790.00	0.00	-20,790.00	0.00	16.07.2020
13/01614/S106 - Killingworth Ward (S0058) - The Limes Development, Palmersville - Taylor Wimpey -	-68,082.00	0.00	-68,082.00	0.00	No date available
13/01736/S106 & 15/00513/S106 & 17/01036/S106 - Valley Ward (S0069) - Shiremoor West - Hotspur Land Ltd - 14/01930/FUL	-2,187,978.00	2,122,978.00	-65,000.00	0.00	30.10.2023
13/01737/S106 - Killingworth Ward (S0061) - Land North of Forest Gate, Palmersville - Avant Homes - 13/01412/FUL	-57,000.00	50,000.00	-7,000.00	0.00	01.01.2023
13/01901/S106 - Camperdown Ward (S0055) - Land at White House Farm, Station Road, Killingworth - Bellway Homes - 11/02337/FUL	-308,674.00	0.00	-308,674.00	0.00	26.06.2024
14/01721/S106 - Northumberland Ward (S0089) - Former Parkside Special School, Wallsend - Bellway Homes - 14/00897/FUL	-32,400.00	0.00	-32,400.00	0.00	03.03.2022
14/01941/S106 - Northumberland Ward (S0094) - Station Road East, Wallsend - Persimmon Homes - 12/02025/FUL	-433,782.00	0.00	-433,782.00	0.00	03.12.2023
15/00100/S106 - Killingworth Ward (S0096) - Former REME Depot, Killingworth - Diocese of Hexham - 14/00730/FUL	-760,470.00	0.00	-760,470.00	0.00	06.12.2023
15/00113/S106 & 17/01040/S106 - Valley Ward (S0091) - Land South of 81 Killingworth Avenue - Duke of Northumberland 72 Settlement - 14/01687/OUT	-796,764.34	249,000.00	-547,764.34	-249,000	26.01.2026
17/00557/S106 - Riverside Ward (S0107) - Land at Ballast Hill Road - Cussins (North East) Ltd - 16/01692/FUL	-73,339.00	0.00	-73,339.00	0.00	26.10.2025
14/01905/S106 (S0123) - Wallsend Community Centre 196A and 196 Vine Street - - 14/01348/FUL	-26,231.00	0.00	-26,231.00	0.00	01.12.2024
21/00082/S106 (S0129) - Field North of 45 Sunholme Drive, Wallsend - Persimmon Homes - 20/01047/FUL	-55,326.21	0.00	-55,326.21	0.00	16.12.2028
20/01140/S106 (S0125) - Moorhouses Covered Reservoir - Bellway Homes - 19/01280/FUL	-225,861.74	0.00	-225,861.74	0.00	17.12.2027
16/02016/S106 - Longbenton Ward (S0105) - Land North of 1 Whitcroft Road, West Moor - Bellway - 16/01316/FUL	-44,356.43	0.00	-44,356.43	0.00	03.01.2028
21/00801/S106 (S0126) - Land North Of Castle Square, Backworth - Bernicia Group - 19/01674/FUL - Valley Ward	-87,500.00	0.00	-87,500.00	0.00	01.12.2027
Total	-8,365,679.44	4,128,209.84	-4,237,469.60	-1,729,892.88	

Affordable Housing					
Development	Received	Spent / Draw	Balance	Committed	End Date
17/00557/S106 - Riverside Ward (S0107) - Land at Ballast Hill Road - Cussins (North East) Ltd - 16/01692/FUL	-107,560.00	107,560.00	0.00	0.00	26.10.2025
16/02016/S106 - Longbenton Ward (S0105) - Land North of 1 Whitcroft Road, West Moor - Bellway - 16/01316/FUL	-1,157,113.40	1,157,113.40	0.00	0.00	03.01.2028
Total	-1,264,673.40	1,264,673.40	0.00	0.00	

Coastal Mitigation					
Development	Received	Spent / Draw	Balance	Committed	End Date
19/00058/S106 (S0122) - 26-32 South Parade, Whitley bay - - 17/01777/FUL	-7,200.00	0.00	-7,200.00	0.00	29.03.2029
21/00082/S106 (S0129) - Field North of 45 Sunholme Drive, Wallsend - Persimmon Homes - 20/01047/FUL	-5,462.24	0.00	-5,462.24	0.00	05.01.2029
19/00652/S106 (S0132) - 30 - 37 Clive Street, North Shields, Tyne And Wear - UKQ Clive Street LLP - 19/00436/FUL	-10,000.00	0.00	-10,000.00	0.00	No expiry date
20/01140/S106 (S0125) - Moorhouses Covered Reservoir - Bellway Homes - 19/01280/FUL	-27,113.18	0.00	-27,113.18	0.00	04.10.2027
21/00811/S106 (S0139) - - -	-1,812.00	0.00	-1,812.00	0.00	No expiry date
21/00811/S106 (S0134) - - -	-2,359.00	0.00	-2,359.00	0.00	No expiry date
21/00801/S106 (S0126) - Land North Of Castle Square, Backworth - Bernicia Group - 19/01674/FUL - Valley Ward	-5,681.00	0.00	-5,681.00	0.00	01.12.2027
Section 106 Ref - 22/01553/S106 (S0140) - - -	-3,370.00	0.00	-3,370.00	0.00	10 years to deliver
Section 106 Ref - 22/01571/S106 (S0141) - - -	-1,208.00	0.00	-1,208.00	0.00	No expiry date
Section 106 Ref - 20/01876/S106 (S0142) - - -	-12,240.00	0.00	-12,240.00	0.00	No expiry date
Total	-76,445.42	0.00	-76,445.42	0.00	

Ecology	Received	Spent / Draw	Balance	Committed	End Date
Development					
00/02134/S106 - Collingwood Ward (S0056) - Plot 6, Cobalt Business Park, Silver Fox Way, Wallsend - Highbridge - 00/01360/FUL	-21,410.00	8,149.00	-13,261.00	-13,261.00	No expiry date
06/01520/S106 - Tynemouth Ward (S0027) - Former Irvin Buildings, Union Quay, North Shields - Leftbank Developments (Hanover Square) Ltd - 05/03255/FUL	-6,000.00	0.00	-6,000.00	-6,000.00	No expiry date
10/02253/S106 - Chirton Ward (S0032) - Land At Former Meadowell Primary School/Wantage Avenue/North Shields - Ben Bailey Homes - 10/01274/FUL	-3,900.00	0.00	-3,900.00	-3,900.00	No expiry date
11/01755/S106 - Killingworth Ward (S0039) - Land To The North Of Amberley Community Primary School/East Bailey/Killingworth (now Greenacres) - Persimmon - 10/02655/FUL	-19,886.00	0.00	-19,886.00	-19,886.00	17.01.2018
11/01967/S106 - Riverside Ward (S0043) - Site of Unit 1, Howdon Green Industrial Estate, Norman Terrace - Bellway Homes - 11/01346/FUL	-1,365.00	0.00	-1,365.00	0.00	24.03.2018
13/00947/S106 - Weetslade Ward (S0064) - Land at East Wideopen Farm - - 13/00198/FUL	-11,016.00	0.00	-11,016.00	-11,016.00	20.06.2022
13/01571/S106 & 14/00473/S106 - Camperdown Ward (S0059) - Former Norgas House Site, Northumbrian Way - Barratts - 13/00691/FUL	-20,815.00	0.00	-20,815.00	-20,815.00	04.11.2020
13/01736/S106 & 15/00513/S106 & 17/01036/S106 - Valley Ward (S0069) - Shiremoor West - Hotspur Land Ltd - 14/01930/FUL	-313,787.00	0.00	-313,787.00	-313,787.00	24.10.2023
13/01901/S106 - Camperdown Ward (S0055) - Land at White House Farm, Station Road, Killingworth - Bellway Homes - 11/02337/FUL	-29,646.00	12,000.00	-17,646.00	0.00	06.12.2023
13/02005/S106 - Whitley Bay Ward (S0072) - Site Of Former, 35 Esplanade - John Spencer Harvey - 13/01526/FUL	-3,582.00	1,435.00	-2,147.00	-2,147.00	18.09.2024
14/00242/S106 - Battle Hill Ward (S0060) - Hadrian Education Centre - Gladedale - 12/02047/FUL	-13,348.00	13,348.00	0.00	0.00	
14/01744/S106 - Howdon Ward (S0093) - St Marks Church, Wallsend - Marine Buildings Ltd - 13/01655/FUL	-1,384.00	0.00	-1,384.00	0.00	21.07.2022
15/00113/S106 & 17/01040/S106 - Valley Ward (S0091) - Land South of 81 Killingworth Avenue - Duke of Northumberland 72 Settlement - 14/01687/OUT	-71,009.00	0.00	-71,009.00	0.00	26.01.2026
16/00467/S106 - Benton Ward (S0100) - Darsley Park, Benton - Taylor Wimpey - 15/01144/FUL	-7,571.00	0.00	-7,571.00	0.00	07.01.2026
16/01375/S106 & 17/0162/S106 - Camperdown Ward (S0086) - Stephenson House, Killingworth - Bellway - 16/00232/FUL	-18,737.00	0.00	-18,737.00	0.00	06.07.2023
16/02016/S106 - Longbenton Ward (S0105) - Land North of 1 Whitcroft Road, West Moor - Bellway - 16/01316/FUL	-2,588.00	0.00	-2,588.00	0.00	25.10.2023
17/01202/S106 - Chirton Ward (S0108) - Land Adjacent to Vroom Car Retail Park, Orion Way - Northumberland Estates Ltd - 17/00531/FUL	-2,857.00	0.00	-2,857.00	0.00	08.06.2023
14/01905/S106 (S0123) - Wallsend Community Centre 196A and 196 Vine Street - - 14/01348/FUL	-1,432.00	0.00	-1,432.00	-1,432.00	22.06.2023
21/00082/S106 (S0129) - Field North of 45 Sunholme Drive, Wallsend - Persimmon Homes - 20/01047/FUL	-7,053.89	0.00	-7,053.89	0.00	16.12.2028
20/00033/S106 (S0127) - Land East Of, Salters Lane, Longbenton - Avant Homes - 16/01889/FUL	0.25	0.00	0.25	0.00	06.09.2026
19/00262/S106 (S0124) - Land East of Salters Lane, Longbenton - Avant Homes - 16/01889/FUL	-41,668.00	0.00	-41,668.00	0.00	06.09.2026
20/01140/S106 (S0125) - Moorhouses Covered Reservoir - Bellway Homes - 19/01280/FUL	-15,688.64	0.00	-15,688.64	0.00	04.10.2027
22/00498/S106 (S0133) - Former Motor Hog, Wallsend Road, North Shields - Mandale Investments - 21/02355/FUL	-19,820.63	0.00	-19,820.63	0.00	11.10.2027
15/01088/S106 - Benton Ward (S0097) - Former St Bartholomews Primary School, Benton - - 15/00406/FUL	-3,724.00	0.00	-3,724.00	-3,724.00	15.03.2023
13/01433/S106 - Wallsend Ward (S0062) - Land East of the Covers, Wallsend - Bellway - 13/00987/FUL	-11,310.00	0.00	-11,310.00	0.00	16.07.2020
13/01901/S106 - camperdown Ward (S0055) - Land at White House Farm, Station Road, Killingworth - Bellway Homes - 11/02337/FUL	-71,500.00	71,500.00	0.00	0.00	
14/01721/S106 - Northumberland Ward (S0089) - Former Parkside Special School, Wallsend - Bellway Homes - 14/00897/FUL	-206,728.00	200,225.71	-6,502.29	0.00	03.03.2022
13/01901/S106 - camperdown Ward (S0055) - Land at White House Farm, Station Road, Killingworth - Bellway Homes - 11/02337/FUL	-3,000.00	0.00	-3,000.00	0.00	No expiry date
Total	-936,825.91	306,657.71	-630,168.20	-395,968.00	

Air Quality Monitoring					
Development	Received	Spent / Draw	Balance	Committed	End Date
13/01282/S106 & 15/01941/S106 - Killingworth Ward (S0063) - Scaffold Hill - Bellway & Taylor Wimpey - 11/01600/FUL	-11,507.00	0.00	-11,507.00	-11,507.00	20.04.2023
Total	-11,507.00	0.00	-11,507.00	-11,507.00	
Public Rights of Way					
Development	Received	Spent / Draw	Balance	Committed	End Date
19/00262/S106 (S0124) - Land East of Salters Lane, Longbenton - Avant Homes - 16/01889/FUL	-48,978.99	0.00	-48,978.99		06.09.2026
Total	-48,978.99	0.00	-48,978.99	0.00	
Community Facilities					
Development	Received	Spent / Draw	Balance	Committed	End Date
18/00087/S106 - Northumberland Ward (S0121) - Land West of Station Road, Wallsend - - 16/01885/FUL	-63,865.03	0.00	-63,865.03	0	01.08.2027
Total	-63,865.03	0.00	-63,865.03	0.00	
Section 106 Totals					
	-20,341,997.06	9,604,391.58	-10,737,605.51	-3,243,438.63	

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North Tyneside Council

Report to Cabinet

Date: 18 September 2023

Title: Public Spaces Protection Orders

Portfolio:	Environment	Cabinet Member:	Councillor Hannah Johnson
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Report from Service Area: Environment

Responsible Officer: Samantha Dand, Director of Environment Tel: (0191) 643 3442

Wards affected: All

PART 1

1.1 Executive Summary:

Tackling environmental crime is a key priority of the Elected Mayor and Cabinet to ensure that North Tyneside remains a great place to live, work and visit. Having legal powers available to effectively manage and enforce environmental crime is essential to the quality of life of the community. Public Spaces Protection Orders (PSPOs) provides the Authority with an important enforcement tool.

In October 2020, Cabinet approved the extension of existing PSPOs within the Borough, covering the control of dogs and the consumption of alcohol in public spaces. PSPOs however cannot last for more than 3 years, therefore the PSPOs currently in place will expire in October 2023 if they are not extended.

At its meeting on 22 May 2023, Cabinet approved a 4-week public consultation exercise on proposals to extend the existing PSPOs for a further 3 years.

Cabinet agreed to receive a further report following the conclusion of the consultation exercise to determine if it was 'reasonably satisfied'; in accordance with the enabling legislation, to extend the PSPOs.

This report presents to Cabinet the outcome of the consultation exercise and invites Cabinet to determine whether the PSPOs should be extended for a further 3 years.

1.2 Recommendations:

It is recommended that Cabinet:

- i. notes the consultation exercise undertaken on the proposed extension of Public Spaces Protection Orders for a further period of 3 years and the consultation responses as outlined in this report;
- ii. approves the making of the Orders at Appendix 5 of this report that will extend the original Public Spaces Protection Orders for a further period of 3 years;
- iii. authorises the Head of Law in consultation with the Director of Environment and the Cabinet Member for Environment to correct any minor drafting errors that may be identified in the Orders referred to in ii above, and make minor amendments including deletions and insertions that may be necessary to ensure that the Orders extending the Public Spaces Protection Orders, reflect the intentions of Cabinet as set out in this report;
- iv. authorises the Head of Law in consultation with the Director of Environment and the Cabinet Member for Environment to make the Orders at Appendix 4 of this report, subject to the correction of any minor amendments in accordance with recommendation iii above and to undertake all ancillary matters associated with this recommendation, including the signing of the Orders on behalf of the Authority; and
- v. authorises the Director of Environment and the Cabinet Member for Environment to consider the key emerging themes arising from the public consultation and undertake any action that is considered appropriate.

1.3 Forward Plan:

Twenty-eight days' notice of this report has been given and it first appeared on the Forward Plan that was published on 4 July 2023.

1.4 Council Plan and Policy Framework

This report relates to the following priorities in the 2021–2025 Our North Tyneside Plan:

A secure North Tyneside:

- Council Wardens will work in partnership with Northumbria Police to prevent and tackle all forms of anti-social behaviour.

A Green North Tyneside:

- Council environmental hit squads will crack down on littering.

1.5 Information:

1.5.1 Background

Public Spaces Protection Orders (PSPOs) were introduced by The Anti-social Behaviour, Crime and Policing Act 2014 (the '2014 Act'). The Act provided local authorities with powers to introduce PSPOs to deal with any particular activities having a detrimental effect on the quality of life of those in the community, or any likely activity that would have such an effect.

PSPOs sit amongst a wider range of powers and tools that can help tackle anti-social behaviour. Choosing the right approach will depend on the specific issues of concern, and considering what is likely to be the most targeted and effective response in the circumstances.

A PSPO effectively prohibits specified things from being done or requires certain things to be done in an area covered by it, whilst ensuring that law-abiding members of the public can use and enjoy that area.

A PSPO can be made by the Authority where it is satisfied on reasonable grounds that two conditions are met:

- 1) Activities carried on in a public place within the Borough have had a detrimental effect on the quality of life of those in the locality or it is likely that activities will be carried out in the area that will have such an effect; and
- 2) That the effect, or likely effect, of the activities:
 - a) is, or is likely to be, of a persistent or continuing nature;
 - b) is, or is likely to be, such as to make the activities unreasonable, and
 - c) justifies the restrictions imposed by the PSPO.

During 2017, proposals to introduce PSPOs resulted in draft Orders being consulted on in accordance with the requirements of the Act. At its meeting on 9 October 2017, Cabinet approved the making of PSPOs within the Borough and these were made on 20 October 2017 and are attached at Appendix 1 of this report.

On 21 September 2020, Cabinet agreed to the extension of the PSPOs made in October 2017, for a period of 3 years up to 19 October 2023. The Extension Orders are attached at Appendix 2 of this report.

The PSPOs introduced prohibitions and requirements, and consolidated several existing prohibitions and requirements contained in by-laws and other types of Orders made by the Authority to tackle anti-social behaviour. A summary of the activities controlled by the PSPOs is attached as Appendix 3 of this report. When a PSPO is made, the 2014 Act specifies that it cannot last for more than 3 years unless formally extended by the local authority who made the PSPO before it expires. The effect of this is that the PSPOs made by the Authority will expire at midnight on 19 October 2023, if they are not extended before that date.

The 2014 Act provides that the Authority may extend those PSPOs for a further period of not more than 3 years. Any proposed extension of those PSPOs cannot take place until the necessary statutory consultation and necessary publicity on the proposed extension has taken place in accordance with the 2014 Act.

At its meeting on 22 May 2023, Cabinet approved a 4-week public consultation exercise on proposals to extend those PSPOs. Cabinet agreed to receive a further report following conclusion of the consultation exercise to determine if it is reasonably satisfied that extending the PSPOs is necessary to prevent: -

- a) occurrence or recurrence of the activities identified in the PSPOs after the expiry of the PSPOs; or
- b) an increase in the frequency or seriousness of those activities after the expiry of the PSPOs.

1.5.2 The Consultation

Following Cabinet's decision to undertake the consultation outlined above, an engagement plan was finalised. The key objectives set were to:

- Engage as widely as possible with all members of the community.
- Encourage as many people as possible to have their say to inform decision-making.

The method of engagement was primarily internet-driven using information published on the Authority's website, where visitors were requested to complete an online survey. This closely reflected the chosen method used during the last consultation in 2020 which proved to be successful.

To support the website, the following activity was also undertaken:

- The survey was published on the "Have Your Say" hub.
- Targeted awareness-raising emails were sent to members of Our North Tyneside Voice, subscribers to the Have Your Say newsletter and statutory consultees.
- Printed copies were displayed in our 6 community hubs.

Public consultation on the proposals took place over the 4-week period from Monday 5 June to Monday 3 July 2023.

1.5.3 Outcome of the Consultation

The Authority received 107 responses to the online questionnaire and 1 further response by other means.

Overall, respondents provided huge support to the proposal to extend the PSPOs.

In relation to dog controls:

- **93%** supported the continuation of the Borough wide PSPO controlling dog fouling and failing to pick up
- **85%** supported the continuation of the PSPO excluding dogs from designated play sites
- **73%** supported the continuation of the PSPO excluding dogs from designated beaches during the period 1 May to 30 September
- **91%** supported the continuation of the PSPO requiring dogs to be on a lead in designated public spaces
- **84%** supported the continuation of the PSPO requiring a dog to be put on a lead when directed to do so.

In relation to alcohol controls:

- **80.5%** supported the continuation of the borough wide PSPO controlling the nuisance of on street drinking.

In addition to the questions asked, respondents were invited to provide comments on each of the PSPOs which led to 161 individual comments being made. These were analysed to identify key emerging themes.

Themes that emerged in relation to dog controls were:

- Levels of enforcement
- Better education
- The availability of bins
- Making changes to the scope of the control excluding dogs from beaches (there was a mix of opposing views with some seeking a relaxation and others seeking an extension).

Themes that emerged in relation to alcohol controls were:

- Levels of enforcement
- Continuation of responsible consumption

A more detailed summary of the conclusions of are included in Appendix 4.

1.5.4 Other evidence

North Tyneside is one of the safest places in England to live, work and visit. However, tackling environmental crime is a key priority of the Elected Mayor and Cabinet.

Over the years, additional officer capacity has been introduced, which includes new community protection wardens and an environmental rapid response team. Also, an additional two fully electric CCTV vehicles have been introduced, along with more mobile CCTV cameras to tackle anti-social behavior and environmental crime.

Having legal powers available to deter environmental crime and to take action when it is appropriate to do so is key to ensuring that the Borough remains a great place to live, work and visit. PSPOs provide the Authority with an important enforcement tool.

In the 2021 Resident's Survey:

- 46% of residents highlighted a clean environment as being one of the most important factors to them in making the Borough a good place to live
- In some areas, only 45% of residents reported feeling safe after dark.

The importance to residents of being able to address crime and tackle anti-social behaviour has increased at a national level as well as locally in North Tyneside.

The Authority has a published Statement of Enforcement Policy which is based on taking a proportionate approach towards achieving compliance with the law. Considerable community engagement is undertaken by the Authority's community protection and environment teams. In some circumstances formal enforcement is required and 258 Fixed Penalty Notices have been issued by the Authority between October 2020 and March 2023.

1.5.5 Determining to extend PSPOs

Given the outcome of the public consultation outlined in section 1.5.3 above and both the context and evidence provided in section 1.5.4 it is recommended, in accordance with the 2014 Act, that Cabinet can be satisfied on reasonable grounds that extending the current PSPOs is necessary to prevent:

- a) occurrence or recurrence of the activities identified in the PSPOs after the expiry of the PSPOs; or

b) an increase in the frequency or seriousness of those activities after the expiry of the PSPOs.

1.5.6 Next Steps

Should Cabinet decide to extend the PSPOs for a 3-year period, the Orders attached at Appendix 5 of this report will be made implementing that decision. It is proposed that the Head law after appropriate consultation with the Director of Environment and the Cabinet Member for Environment will take all the appropriate steps to ensure that the Orders are made in accordance with the wishes of Cabinet.

In addition, it is proposed that the key themes that emerged from the public consultation responses highlighted in section 1.5.3 will be considered further by officers with oversight provided by the Cabinet Member for Environment. Any action that is considered appropriate will be taken in consultation with Cabinet.

1.6 **Decision options:**

The following decision options are available for consideration by Cabinet:

Option 1

To agree to the recommendations set out in Section 1.2 of this report.

Option 2

Not to agree to the recommendation set out in Section 1.2 of this report and instruct that an alternative approach is taken.

Option 1 is the recommended option.

1.7 **Reasons for recommended option:**

Option 1 is recommended.

Section 1.5.1 of this report explains that the PSPOs in place within the Borough will expire at midnight on 19 October 2023. If the PSPOs are not extended before their expiry they will cease to have effect resulting in the Authority having no controls in place to tackle anti-social behaviour relating to dogs and the irresponsible consumption of alcohol in public spaces and the detrimental

effect that such behaviour can have on the quality of life of those in the community. Given the outcome of the public consultation exercise coupled with the other available evidence Cabinet can be reasonably satisfied that extending the PSPOs currently in place is necessary to prevent the occurrence or recurrence of the activities identified in the PSPOs after the expiry of the PSPOs , or an increase in the frequency or seriousness of those activities after the expiry of the PSPOs.

1.8 Appendices:

Appendix 1: PSPOs approved by Cabinet and made on 20 October 2017

Appendix 2: Extension Orders approved by Cabinet and made on 2 October 2020

Appendix 3: Summary of activities controlled by PSPOs

Appendix 4: Consideration of consultation responses

Appendix 5: Proposed Orders extending the PSPOs for a 3 year period

1.9 Contact officers:

Kimberley Pye, Head of Environment and Safer Neighbourhoods, Tel. (0191) 643 3442

Richard Mitchell, Community and Public Space Protection Manager, Tel. (0191) 643 7710

Samantha Dand, Director of Environment, Tel. (0191) 643 7294

John Barton, Legal Manager, Governance and Regulatory Team, Legal Services, Tel. (0191) 643 5354

David Dunford, Senior Business Partner, Tel. (0191) 643 7027

1.10 Background information:

The following background papers/information have been used in the compilation of this report and are available at the office of the author:

- 1) [The Anti-Social Behaviour, Crime and Policing Act 2014](#)
- 2) [Statutory guidance from Home Office on Anti-social behaviour powers](#)
- 3) [PSPOs: Guidance for councils, LGA](#)
- 4) [North Tyneside Council Statement of Enforcement Policy](#)
- 5) [Cabinet decision, 9 October 2017](#)
- 6) [Cabinet report, 9 October 2017](#)
- 7) [Cabinet decision, 21 September 2020](#)

- 8) [Cabinet report, 21 September 2020](#)
- 9) [Cabinet report, 22 May 2023](#)
- 10) [Engagement Plan](#)
- 11) [Equality impact assessment](#)

PART 2 – COMPLIANCE WITH PRINCIPLES OF DECISION MAKING

2.1 Finance and other resources

The cost of the proposal contained within section 1.2 of the report to extend the PSPOs in place within the Borough for a period of 3 years can be managed within existing revenue budgets within Environment.

2.2 Legal

As stated in the report, the Anti-Social Behaviour, Crime and Policing Act 2014 (the 2014 Act) introduced Public Spaces Protection Orders (PSPOs) as a means of tackling a wide range of anti-social behaviour that can have a detrimental effect on the lives of those living and working in the Borough. PSPOs can be used to tackle such issues as litter, vandalism, public drunkenness, and the control of dogs.

The Authority can extend a PSPO for a period of up to 3 years if the Authority is satisfied that it has reasonable grounds for doing so in accordance with section 60(2) of the 2014 Act. Before any extension of a PSPO can be made “necessary consultation” has to take place on the proposed extension with those set out in in section 72(4) of the 2014 Act. It is also necessary to undertake “necessary publicity” before extending a PSPO which means publicising the fact that a proposal to extend a PSPOs is being considered. Both consultation on, and the publicising of, the proposal to extend the PSPOs has taken place as set out in the report.

A PSPO can be extended more than once under section 60 of the 2014 Act.

The decision on whether or not to extend the PSPO is a Cabinet function because there is nothing in the 2014 Act that specifies that such a decision has to be taken by Council and there is nothing in the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 that indicates that the making of a PSPO is a function that is not the responsibility of Cabinet.

2.3 Consultation/community engagement

2.3.1 Internal Consultation

Consultation on the proposal to extend the PSPOs has taken place with the Cabinet Member for Environment and Cabinet Member for Public Health and Wellbeing.

2.3.2 External Consultation/Engagement

Sufficient external consultation and engagement took place on the proposal to extend the PSPOs. Prior to commencement of the consultation, an engagement plan was finalised as agreed by Cabinet, taking account of; the consultation requirements of the 2014 Act, the 4-week consultation period and the recognised corporate standards for consultation.

Section 1.5.2 of the report outlines the comprehensive way in which the consultation was advertised and promoted. The Authority received an overall 108 responses.

2.4 **Human rights**

In deciding whether or not to make a PSPO the Authority must have particular regard to the rights of freedom of expression and freedom of assembly as set out Articles 10 and 11 of the European Convention on Human Rights respectively and the Authority must be satisfied that it is reasonable and proportionate to make or extend PSPOs.

2.5 **Equalities and diversity**

An Equality Impact Assessment (EqIA) was undertaken prior to commencement of the consultation exercise. This has been reviewed and no further changes have been identified at this point.

Should Cabinet decide to extend the PSPOs the EqIA will continue to be reviewed during the implementation period.

2.6 **Risk management**

There are no risk management implications arising directly from this report. Risks are managed via the established risk management arrangements in

place within Environment which form part of the corporate risk management framework.

2.7 Crime and disorder

The purpose of a PSPO is to provide the Authority and Police with the ability to effectively tackle anti-social behaviour, which can amount to crime and disorder.

2.8 Environment and sustainability

The existence of PSPOs can improve the environment for the community by preventing behaviour that has a detrimental effect on the community from occurring or recurring.

PART 3 – SIGN OFF

- Chief Executive X
- Director of Service X
- Mayor/Cabinet Member(s) X
- Chief Finance Officer X
- Monitoring Officer X
- Assistant Chief Executive X

**THE COUNCIL OF THE BOROUGH OF NORTH TYNESIDE (DOG FOULING OF LAND)
PUBLIC SPACES PROTECTION ORDER 2017**

**SECTION 59
ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014 (“the Act”)**

The Council of the Borough of North Tyneside (“the Authority”) being satisfied that:-

- Dog faeces which are not removed from land forthwith (“the activity”) in public places within the Borough has had a detrimental effect on the quality of life of those in the locality and/or
- It being likely that the activity will be carried on in public places and that it will have such an effect.

And being satisfied that the effect or likely effect of the activity

- a) Is, or is likely to be, of a persistent or continuing nature
- b) Is, or is likely to be, such as to make the activity unreasonable; and
- c) Justifies the restrictions imposed by this Order

And pursuant to the requirements of section 72 of the Act the Authority:-

- a) Having had particular regard to the rights of freedom of expression and freedom of human assembly set out in Articles 10 and 11 of the European Convention of Human Rights; and
- b) Having carried out the necessary consultation, notification and publicity

MAKES this Public Spaces Protection Order under section 59 of the Act

1. This Order applies to all public land within the boundary of the Council of the Borough of North Tyneside which is open to the air and to which the public are entitled or permitted to have access (with or without payment).
2. This Order may be cited as The Council of the Borough of North Tyneside (Dog Fouling of Land) Public Spaces Protection Order 2017 and shall come into force on 20 October 2017 for a period of 3 years unless extended by further Order.

EFFECT OF THE ORDER

The effect of this Order is to impose the following requirements on the use of public land within the boundary of the Council of the Borough of North Tyneside to which this Order applies at all times:-

- a) If a dog defecates at any time within a public space to which this Order applies the person in charge of the dog must remove the faeces from the land forthwith unless he or she has a “reasonable excuse” for failing to do so or the owner, occupier or other person or authority having control of the land has consented (generally and specifically) to his or her failing to do so.
- b) Being unaware of the defecation (whether by reason of not being in the vicinity or otherwise), or not having a device for or other suitable means of removing the faeces, shall not be a “reasonable excuse” for failing to remove the faeces.

EXCEPTIONS

Nothing in this Order shall apply to a person who relies upon a dog trained by a prescribed charity and such person:-

- a) Is registered as a blind person in a register compiled under section 29 of the National Assistance Act 1948; or
- b) Is deaf; or
- c) Has a disability which affects his mobility, manual dexterity, physical coordination or ability to lift, carry or otherwise move everyday objects.

OFFENCE

It is an offence for a person without reasonable excuse to fail to comply with the requirements imposed on him/her by this Order and on conviction is liable to a fine not exceeding level 3 on the standard scale.

FIXED PENALTY NOTICE

A Constable or Authorised Person may issue a Fixed Penalty Notice to anyone he or she has reason to believe has committed an offence by failing to comply with requirements imposed on him or her by this Order. A person served with a Fixed Penalty Notice will have 21 days to pay the fixed penalty of £100. If a person pays the Fixed Penalty within 14 days the fixed penalty will be reduced to £75.00. If payment of the Fixed Penalty is made a person will not be prosecuted.

GENERAL

For the purposes of this Order:-

A 'public place' means any place to which the public or any section of the public has access, on payment or otherwise, as of right or by virtue of express or implied permission.

An 'Authorised Person' means an employee of the Authority, person designated by the Authority to act on its behalf or a Police Community Support Officer.

An 'interested person' means an individual who lives in the restricted area or who regularly works in or visits that area.

Each of the following is 'prescribed charity':-

- Dogs for the Disabled (registered charity number 700454)
- Support Dogs Limited (registered charity number 1088281)
- Canine Partners for Independence (registered charity number (803680)
- Dog A.I.D (registered charity number 1092960)
- Guide Dogs (registered charity number 209617)
- Hearing Dogs for Deaf People (registered charity number 293358)

CHALLENGING THE VALIDITY OF THE ORDER

An interested person may challenge the validity of this Order by applying to the High Court within 6 weeks of it being made. The grounds on which such an application can be made are:-

- That the Authority did not have the power to make the Order or to include particular prohibitions or requirements imposed by the Order, or
- That a requirement under the legislation in relation to the Order has not been complied with, for instance, that no consultation was undertaken.

When an application is made the High Court can decide to suspend the operation of the Order pending the Court's decision, in part or in total. The High Court may uphold the Order, quash it or vary it.

This Order is made the 20th day of October 2017


.....

V M Geary
Head of Law and Governance
and Monitoring Officer

THE COUNCIL OF THE BOROUGH OF NORTH TYNESIDE (DOG CONTROL) PUBLIC SPACES PROTECTION ORDER 2017

**SECTION 59
ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014 (“the Act”)**

The Council of the Borough of North Tyneside (“the Authority”) being satisfied that:-

- The activities identified below have been carried on in a public place within the Borough and have had a detrimental effect on the quality of life of those in the locality and/or
- It is likely that the activities identified below will be carried on in public places within the Borough and that they will have such an effect.

And that the effect or likely effect of the activities

- a) Is or is likely to be of a persistent or continuing nature
- b) Is or is likely to be such as to make the activity unreasonable; and
- c) Justifies the restrictions imposed by this Order

And pursuant to the requirements of section 72 of the Act the Authority:-

- a) Having had particular regard to the rights of freedom of expression and freedom of human assembly set out in Articles 10 and 11 of the European Convention of Human Rights; and
- b) Having carried out the necessary consultation, notification and publicity

MAKES this Public Spaces Protection Order under section 59 of the Act

1. This Order applies, as the case may be, to the public land described in the Schedules of this Order and shown on the maps attached to this Order, or to all public land within the boundary of the Council of the Borough of North Tyneside being land in the Borough to which the Act applies and which is land protected by the making of this Order (“the restricted areas”).
2. This Order may be cited as The Council of the Borough of North Tyneside (Dog Control) Public Spaces Protection Order 2017 and shall come into force on 20 October 2017 for a period of 3 years unless extended by further Order.

EFFECT OF THE ORDER

The effect of this Order is to impose the following prohibitions and requirements on the use of the restricted areas:-

1. The Exclusion of Dogs from Land

- 1) A person in charge of a dog shall not at any time take a dog on, or permit a dog to enter or remain on, any children’s play area listed in Schedule 1 of this Order and shown on maps 1.1 to 1.55 attached to this Order and between 1 May and 30 September (inclusive) on a beach listed in Schedule 2 of this Order and shown on maps 2.1 to 2.4 attached to this Order unless:-
 - a) He/she has reasonable excuse for failing to do so; or

- b) The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his/her failing to do so.

2. Dogs to be on a Lead

- 1) A person in charge of a dog shall at all times keep a dog on a lead in the restricted areas listed in Schedule 3 of this Order and shown on maps 3.1 to 3.14 attached to this Order unless:-
 - a) He/she has reasonable excuse for failing to do so; or
 - b) The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his/her failing to do so.

3. Dogs on Leads by Order

- 1) On any land which is open to the air to which the public are entitled or permitted to have access (with or without payment) within the boundary of the Council of the Borough of North Tyneside a person in charge of a dog shall at all times comply with a direction from a Constable or Authorised Officer to put and keep a dog on a lead unless:-
 - a) He/she has reasonable excuse for failing to do so; or
 - b) The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to the dog remaining off the lead.
- 2) A Constable or Authorised Officer may only give a direction under this Order if such restraint is reasonably necessary to prevent a nuisance or behaviour by the dog that is likely to cause annoyance or disturbance to any other person, or the worrying of an animal or bird.

EXCEPTIONS

Nothing in this Order shall apply to a person who relies upon a dog trained by a prescribed charity and such person:-

- a) Is registered as a blind person in a register compiled under section 29 of the National Assistance Act 1948; or
- b) Is deaf; or
- c) Has a disability which affects his mobility, manual dexterity, physical coordination or ability to lift, carry or otherwise move everyday objects.

OFFENCE

It is an offence for a person without reasonable excuse to comply with the requirements imposed on him/her by this Order and on conviction is liable to a fine not exceeding level 3 on the standard scale.

FIXED PENALTY NOTICE

A Constable or Authorised Person may issue a Fixed Penalty Notice to anyone he or she has reason to believe has committed an offence by failing to comply with requirements imposed on him or her by this Order. A person served with a Fixed Penalty Notice will have 21 days to pay the fixed penalty of £100. If a person pays the Fixed Penalty within 14 days the fixed penalty will be reduced to £75.00. If payment of the Fixed Penalty is made a person will not be prosecuted.

GENERAL

For the purposes of this Order:-

A 'public place' means any place to which the public or any section of the public has access, on payment or otherwise, as of right or by virtue of express or implied permission.

An 'Authorised Person' means an employee of the Authority, person designated by the Authority to act on its behalf or a Police Community Support Officer.

An 'interested person' means an individual who lives in the restricted area or who regularly works in or visits that area.

Each of the following is 'prescribed charity':-

- Dogs for the Disabled (registered charity number 700454)
- Support Dogs Limited (registered charity number 1088281)
- Canine Partners for Independence (registered charity number (803680)
- Dog A.I.D (registered charity number 1092960)
- Guide Dogs (registered charity number 209617)
- Hearing Dogs for Deaf People (registered charity number 293358)

CHALLENGING THE VALIDITY OF THE ORDER

An interested person may challenge the validity of this Order by applying to the High Court within 6 weeks of it being made. The grounds on which such an application can be made are:-

- That the Authority did not have the power to make the Order or to include particular prohibitions or requirements imposed by the Order, or
- That a requirement under the legislation in relation to the Order has not been complied with, for instance, that no consultation was undertaken.

When an application is made the High Court can decide to suspend the operation of the Order pending the Court's decision, in part or in total. The High Court may uphold the Order, quash it or vary it.

This Order was made on 20th day of October 2017



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V.M Geary
Head of Law and Governance
and Monitoring Officer

THE COUNCIL OF THE BOROUGH OF NORTH TYNESIDE (CONSUMPTION OF ALCOHOL) PUBLIC SPACES PROTECTION ORDER 2017

**SECTION 59
ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014 (“the Act”)**

The Council of the Borough of North Tyneside (“the Authority”) being satisfied that:-

- The consumption of alcohol and/or the refusal to surrender alcohol to a Constable or Authorised Person (“the activity”) carried out in a public place within its area has had a detrimental effect on the quality of life of those in the locality and/or
- It being likely that the activity will be carried on in a public place and that it will have such an effect.

And that the effect or likely effect of the activity:-

- a) Is or is likely to be of a persistent or continuing nature
- b) Is or is likely to be such as to make the activity unreasonable; and
- c) Justifies the restrictions imposed by this Order

And pursuant to the requirements of section 72 of the Act the Authority:-

- a) Having had particular regard to the rights of freedom of expression and freedom of human assembly set out in Articles 10 and 11 of the European Convention of Human Rights; and
- b) Having carried out the necessary consultation, notification and publicity

MAKES this Public Spaces Protection Order under section 59 of the Act

1. This Order applies to all public land within the boundary of the Council of the Borough of North Tyneside which is open to the air and to which the public are entitled or permitted to have access (with or without payment) subject to the exceptions listed below.
2. This Order may be cited as The Council of the Borough of North Tyneside, (Consumption of Alcohol) Public Spaces Protection Order 2017 and shall come into force on 20 October 2017 for a period of 3 years unless extended by further Order.

EFFECT OF THE ORDER

The effect of this Order is to impose the following requirements on the use of the restricted areas at all times:-

Where a Constable or Authorised Person reasonably believes that a person is, or has been, consuming alcohol in a restricted area or intends to do so, the Constable or Authorised Person may require the person concerned:-

- (a) Not to consume in a restricted area anything which is or which the Constable or Authorised Person reasonably believes to be alcohol;
- (b) To surrender anything in possession of the person in question which is, or which the Constable or Authorised Person reasonably believes to be alcohol or a container for alcohol.

The Constable or Authorised Person must tell the person in question that failing without reasonable excuse to comply with a requirement imposed by the Constable or Authorised Person is an offence.

OFFENCE

It is an offence for a person without reasonable excuse to comply with the requirements imposed on him by this Order and on conviction is liable to a fine not exceeding level 2 on the standard scale.

FIXED PENALTY NOTICE

A Constable or Authorised Person may issue a Fixed Penalty Notice to anyone he or she has reason to believe has committed an offence by failing without reasonable excuse to comply with a requirement imposed on him or her by a Constable or Authorised Person. A person served with a Fixed Penalty Notice will have 21 days to pay the fixed penalty of £100. If a person pays the Fixed Penalty within 14 days the fixed penalty will be reduced to £75.00. If payment of the Fixed Penalty is made a person will not be prosecuted.

EXCEPTIONS

Nothing in this Order shall apply to:-

- a) Premises (other than council-operated licensed premises) authorised by a premises licence to be used for the supply of alcohol
- b) Premises authorised by a club premises certificate to be used by the club for the supply of alcohol
- c) A place within the curtilage of a premises within (a) or (b)
- d) Premises which by virtue of Part 5 of the Licensing Act 2003 may at the relevant time be used for the supply of alcohol or which, by virtue of that Part, could have been so used within the 30 minutes before that time.
- e) A place where facilities or activities relating to the sale or consumption of alcohol are at the relevant time permitted by virtue of a permission granted under section 115E of the Highways Act 1980 (highway-related issues).
- f) Council-operated licensed premises when the premises are being used for the supply of alcohol, or
- g) Within 30 minutes after the end of a period during which the premises have been used for the supply of alcohol.

GENERAL

For the purposes of this Order:-

A 'public place' means any place to which the public or any section of the public has access, on payment or otherwise, as of right or by virtue of express or implied permission.

An 'Authorised Person' means an employee of the Authority, person designated by the Authority to act on its behalf or a Police Community Support Officer.

An 'interested person' means an individual who lives in the restricted area or who regularly works in or visits that area.

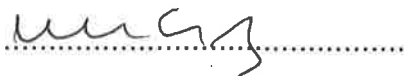
5. CHALLENGING THE VALIDITY OF THE ORDER

An interested person may challenge the validity of this Order by applying to the High Court within 6 weeks of it being made. The grounds on which such an application can be made are:-

- That the Authority did not have the power to make the Order or to include particular prohibitions or requirements imposed by the Order, or
- That a requirement under the legislation in relation to the Order has not been complied with, for instance, that no consultation was undertaken.

When an application is made the High Court can decide to suspend the operation of the Order pending the Court's decision, in part or in total. The High Court may uphold the Order, quash it or vary it.

This Order is made the 20th day of October 2017



V M Geary
Head of Law and Governance
and Monitoring Officer

PUBLIC SPACES PROTECTION ORDER EXTENSION NO. 1 OF 2020

THE COUNCIL OF THE BOROUGH OF NORTH TYNESIDE

SECTION 60

ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014

**THE COUNCIL OF THE BOROUGH OF NORTH TYNESIDE (DOG FOULING OF
LAND) PUBLIC SPACES PROTECTION ORDER 2017**

On the 20th day of October 2017 the Council of the Borough of North Tyneside (“the Authority”) being the appropriate local authority and in pursuance of its powers under the Anti-social Behaviour, Crime and Policing Act 2014, made a Public Spaces Protection Order (“the Original Order”) which came into force on 20 October 2017 for a period of 3 years from that date, as described in the Schedule.

The Authority in its capacity as a local authority and in pursuance of section 60 the Anti-social Behaviour, Crime and Policing Act 2014 and all other enabling powers, makes the following Order: -

1. The Original Order is extended for a period of 3 years immediately after midnight on 19 October 2020 until midnight on 19 October 2023.

Schedule

(The Original Order)

The Council of the Borough of North Tyneside (Dog Fouling of Land) Public Spaces
Protection Order 2017

Signed



Bryn Roberts

Head of Law and Governance and Monitoring Officer.

Authorised to sign this Order on behalf of the Authority.

This Order was made on the 2ND day of OCTOBER 2020

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PUBLIC SPACES PROTECTION ORDER EXTENSION NO. 2 OF 2020

THE COUNCIL OF THE BOROUGH OF NORTH TYNESIDE

SECTION 60

ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014

**THE COUNCIL OF THE BOROUGH OF NORTH TYNESIDE (DOG CONTROL)
PUBLIC SPACES PROTECTION ORDER 2017**

On the 20th day of October 2017 the Council of the Borough of North Tyneside (“the Authority”) being the appropriate local authority and in pursuance of its powers under the Anti-social Behaviour, Crime and Policing Act 2014, made a Public Spaces Protection Order (“the Original Order”) which came into force on 20 October 2017 for a period of 3 years from that date, as described in the Schedule.

The Authority in its capacity as a local authority and in pursuance of section 60 the Anti-social Behaviour, Crime and Policing Act 2014 and all other enabling powers, makes the following Order: -

1. The Original Order is extended for a period of 3 years immediately after midnight on 19 October 2020 until midnight on 19 October 2023.

Schedule

(The Original Order)

The Council of the Borough of North Tyneside (Dog Control) Public Spaces
Protection Order 2017

Signed 

Bryn Roberts

Head of Law and Governance and Monitoring Officer.

Authorised to sign this Order on behalf of the Authority.

This Order was made on the 2ND day of OCTOBER 2020

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PUBLIC SPACES PROTECTION ORDER EXTENSION NO. 3 OF 2020

THE COUNCIL OF THE BOROUGH OF NORTH TYNESIDE

SECTION 60

ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014

THE COUNCIL OF THE BOROUGH OF NORTH TYNESIDE (CONSUMPTION OF ALCOHOL) PUBLIC SPACES PROTECTION ORDER 2017

On the 20th day of October 2017 the Council of the Borough of North Tyneside (“the Authority”) being the appropriate local authority and in pursuance of its powers under the Anti-social Behaviour, Crime and Policing Act 2014, made a Public Spaces Protection Order (“the Original Order”) which came into force on 20 October 2017 for a period of 3 years from that date, as described in the Schedule.

The Authority in its capacity as a local authority and in pursuance of section 60 the Anti-social Behaviour, Crime and Policing Act 2014 and all other enabling powers, makes the following Order: -

1. The Original Order is extended for a period of 3 years immediately after midnight on 19 October 2020 until midnight on 19 October 2023.

Schedule

(The Original Order)

The Council of the Borough of North Tyneside (Consumption of Alcohol) Public Spaces Protection Order 2017

Signed



Bryn Roberts

Head of Law and Governance and Monitoring Officer.

Authorised to sign this Order on behalf of the Authority.

This Order was made on the 2ND day of OCTOBER 2020

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Public Spaces Protection Orders

Summary of Controlled Activities

Subject	Control	Extent
Alcohol	<u>Consumption</u> The consumption of alcohol in a public space.	Borough-wide
Dog Control	<u>Fouling</u> Dog fouling in a public space and not picking up.	Borough-wide
	<u>Exclusion</u> The exclusion of dogs from play sites. The exclusion of dogs from specified beaches between 1 May – 30 September.	Within the designated areas Within the designated areas
	<u>Leads</u> Requirement to put a dog on a lead in a public space when directed by an authorised officer to do so.	Borough-wide

Full details are published on the Authority's website [here](#).

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Proposal to extend Public Spaces Protection Orders Consultation Responses

Introduction

A Public consultation on the proposals took place over the 4-week period from Monday 5 June to Monday 3 July 2023.

The consultation pointed to information that was published on the council's website and invited people to complete an online questionnaire with their views. The Authority received **107** responses to the online questionnaire and **1** further response by other means.

Detailed Outcome

Dog Control:

Fouling – controlling dog fouling and not picking up borough-wide.

- The overwhelming majority (**93%**) supported the continuation of the Borough wide PSPO controlling dog fouling and failing to pick up.

Conclusion: Given the huge support, this strongly contributes to Cabinet being able to satisfy the test of being '*reasonably satisfied*' that extending the PSPO is necessary.

Response comments

- 35 comments were received in relation to the proposal to extend this control.
- Themes related to; levels of enforcement, better education and the availability of bins.

Excluded areas – excluding dogs from designated play sites at all times and from designated beaches during the period 1 May to 30 September.

- **Play sites** – The overwhelming majority (**85%**) supported the continuation of the PSPO excluding dogs from designated play sites.
- **Beaches** – The large majority (**73%**) supported the continuation of the PSPO excluding dogs from designated beaches during the period 1 May to 30 September.

Conclusion: Given the huge support, this strongly contributes to Cabinet being able to satisfy the test of being *'reasonably satisfied'* that extending the PSPO is necessary.

Response comments

- 28 comments were received in relation to the proposal to extend the controls for play sites.
- The general theme was positive and facilitates a safe place for children to play.
- 32 comments were received in relation to the proposal to extend the controls for beaches.
- Themes related to; the council should consider making changes to the scope (including a mix of opposing views seeking a relaxation or an extension of the current controls), levels of enforcement, and a better approach to education.

Leads – requiring dogs to be on a lead in designated public spaces and requiring a dog to be put on a lead in a public space when directed by a constable or an authorised officer to do so.

- The overwhelming majority (**91%**) supported the continuation of the PSPO requiring dogs to be on a lead in designated public spaces.
- The overwhelming majority (**85%**) supported the continuation of the PSPO requiring a dog to be put on a lead when directed to do so.

Conclusion: Given the huge support, this strongly contributes to Cabinet being able to satisfy the test of being *'reasonably satisfied'* that extending the PSPO is necessary.

Response comments

- 23 comments were received in relation to the proposal to extend the controls for the designated areas for leads
- Themes related to levels of enforcement and extending the scope of the PSPO to wider areas such as Parks.
- 21 comments were received in relation to the proposal to extend the controls for leads as and when directed.
- Themes related to; levels of enforcement and the PSPO being subjective in nature.

Alcohol:

Consumption- controlling the consumption of alcohol in a public space borough-wide.

- The overwhelming majority of respondents (**84%**) supported the continuation of the Borough wide PSPO controlling the nuisance of on street drinking.

Conclusion: Given the huge support, this strongly contributes to Cabinet being able to satisfy the test of being '*reasonably satisfied*' that extending the PSPO is necessary.

Response comments

- 22 comments were received in relation the proposal to extend this control.
- Themes related to; levels of enforcement and the continuation of responsible consumption.

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PUBLIC SPACES PROTECTION ORDER EXTENSION NO. 1 OF 2023

THE COUNCIL OF THE BOROUGH OF NORTH TYNESIDE

SECTION 60

ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014

**THE COUNCIL OF THE BOROUGH OF NORTH TYNESIDE (DOG FOULING OF LAND)
PUBLIC SPACES PROTECTION ORDER 2017**

On the 20 October 2017 the Council of the Borough of North Tyneside (“the Authority”) being the appropriate local authority and in pursuance of its powers under the Anti-social Behaviour, Crime and Policing Act 2014, made a Public Spaces Protection Order (“the Original Order”) which came into force on 20 October 2017 for a period of 3 years from that date, as described in the Schedule.

The Authority in pursuance of section 60 of the Anti-social Behaviour, Crime and Policing Act 2014 made the Public Spaces Protection Order Extension No. 1 of 2020 which extended the Original Order for a period of 3 years from immediately after midnight on 19 October 2020 until midnight on the 19 October 2023.

The Authority in its capacity as a local authority and in pursuance of section 60 the Anti-social Behaviour, Crime and Policing Act 2014 and all other enabling powers, makes the following Order: -

1. The Original Order is further extended for a period of 3 years immediately after midnight on 19 October 2023 until midnight on 19 October 2026.

Schedule
(The Original Order)

The Council of the Borough of North Tyneside (Dog Fouling of Land) Public
Spaces Protection Order 2017

Signed

Stephen George Ballantyne

Head of Legal Services and Monitoring Officer.

Authorised to sign this Order on behalf of the Authority.

This Order was made on the day of 2023

PUBLIC SPACES PROTECTION ORDER EXTENSION NO. 2 OF 2023

THE COUNCIL OF THE BOROUGH OF NORTH TYNESIDE

SECTION 60

ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014

THE COUNCIL OF THE BOROUGH OF NORTH TYNESIDE (DOG CONTROL) PUBLIC SPACES PROTECTION ORDER 2017

On the 20 October 2017 the Council of the Borough of North Tyneside (“the Authority”) being the appropriate local authority and in pursuance of its powers under the Anti-social Behaviour, Crime and Policing Act 2014, made a Public Spaces Protection Order (“the Original Order”) which came into force on 20 October 2017 for a period of 3 years from that date, as described in the Schedule.

The Authority in pursuance of section 60 of the Anti-social Behaviour, Crime and Policing Act 2014 made the Public Spaces Protection Order Extension No. 2 of 2020 which extended the Original Order for a period of 3 years from immediately after midnight on 19 October 2020 until midnight on the 19 October 2023

The Authority in its capacity as a local authority and in pursuance of section 60 the Anti-social Behaviour, Crime and Policing Act 2014 and all other enabling powers, makes the following Order: -

1. The Original Order is further extended for a period of 3 years immediately after midnight on 19 October 2023 until midnight on 19 October 2026.

Schedule

(The Original Order)

The Council of the Borough of North Tyneside (Dog Control) Public Spaces Protection Order 2017

Signed

Stephen George Ballantyne

Head of Legal Services and Monitoring Officer.

Authorised to sign this Order on behalf of the Authority.

This Order was made on the day of 2023

PUBLIC SPACES PROTECTION ORDER EXTENSION NO. 3 OF 2023

THE COUNCIL OF THE BOROUGH OF NORTH TYNESIDE

SECTION 60

ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014

THE COUNCIL OF THE BOROUGH OF NORTH TYNESIDE (CONSUMPTION OF ALCOHOL) PUBLIC SPACES PROTECTION ORDER 2017

On the 20 of October 2017 the Council of the Borough of North Tyneside (“the Authority”) being the appropriate local authority and in pursuance of its powers under the Anti-social Behaviour, Crime and Policing Act 2014, made a Public Spaces Protection Order (“the Original Order”) which came into force on 20 October 2017 for a period of 3 years from that date, as described in the Schedule.

The Authority in pursuance of section 60 of the Anti-social Behaviour, Crime and Policing Act 2014 made the Public Spaces Protection Order Extension No. 3 of 2020 which extended the Original Order for a period of 3 years from immediately after midnight on 19 of October 2020 until midnight on the 19 of October 2023.

The Authority in its capacity as a local authority and in pursuance of section 60 the Anti-social Behaviour, Crime and Policing Act 2014 and all other enabling powers, makes the following Order: -

1. The Original Order is further extended for a period of 3 years immediately after midnight on 19 October 2023 until midnight on 19 October 2026.

Schedule

(The Original Order)

The Council of the Borough of North Tyneside (Consumption of Alcohol)
Public Spaces Protection Order 2017

Signed

Stephen George Ballantyne

Head of Legal Services and Monitoring Officer.

Authorised to sign this Order on behalf of the Authority.

This Order was made on the day of 2023

North Tyneside Council

Report to Cabinet

Date: 18 September 2023

Title: Review of Part of North Tyneside Council's Hackney Carriage and Private Hire Licensing Policy

Portfolio(s):	Public Health and Wellbeing	Cabinet Member(s):	Cllr K Clark
Report from Service			
Area:	Public Health		
Responsible Officer:	Wendy Burke, Director of Public Health (Tel: (0191) 2104)		
Wards affected:	All		

PART 1

1.1 Executive Summary:

The current North Tyneside Hackney Carriage and Private Hire Licensing Policy ("the Policy") includes a section on vehicle age standards for licensed vehicles which is due to come into force on 1 April 2024. Due to the introduction of the Newcastle/Gateshead Clean Air Zone (CAZ) and the vehicle standards that apply to the CAZ, in addition to approaches from the licensed trade about the vehicle age standards section of the Policy, it was considered prudent to test whether this element of the Policy remained fit for purpose if it were to be implemented in April 2024.

At its meeting on 22 May 2023 Cabinet agreed to the commencement of a four-week public engagement into the proposed options available in relation to the vehicle age standards section of the Policy. The responses to the public engagement exercise are set out in Appendix 2 of this report.

This report presents to Cabinet the proposed revised vehicle standards paragraph of the Policy and seeks permission to delegate authority to the Director of Public Health to amend the Policy accordingly.

1.2 Recommendation(s):

It is recommended that Cabinet:

- (1) Approve the proposed amendments to the existing age standards of licensed vehicles chapter of the Authority's Hackney Carriage and Private Hire Licensing Policy as set out at paragraph 1.5.5 of this report, having regard to the consultation responses at Appendix 2 of this report and the other matters set out in this report;
- (2) Authorise the Director of Public Health, to take all necessary steps to amend the Policy accordingly and to publish the Policy.

1.3 Forward Plan:

28 day's notice of this report has been given and it first appeared on the Forward Plan that was published on 21 July 2023.

1.4 Council Plan and Policy Framework

This report relates to the following priorities in the 2021 – 2025 Our North Tyneside Plan:

A caring North Tyneside:

- We will work to reduce inequality, eliminate discrimination, and ensure the social rights of the people of North Tyneside are key to council decision making.

A secure North Tyneside:

- We will tackle health and socio-economic inequalities across the borough including through our Poverty Intervention Fund to tackle food poverty.

A thriving North Tyneside

- We will bring more good quality jobs to North Tyneside – by helping local businesses to sustain and grow, making it attractive for new businesses to set up or relocate in the borough.

A green North Tyneside

- We will publish an action plan of the steps we will take and the national investment we will seek to make North Tyneside carbon net-zero by 2030.

1.5 Background Information

Local context

The Authority is the licensing authority for hackney carriages (taxis) and private hire vehicles (PHVs), their drivers and their operators, for the Borough. The overall aim of the licensing regime is to ensure the safety of the public.

The North Tyneside Transport Strategy, approved by Cabinet in May 2017 and revised in 2021, commits to managing North Tyneside's transport network effectively, considering all forms of travel including taxis and PHVs and sets out how the Authority will support the safeguarding of vulnerable people, such as through hackney carriage and private hire licensing policies and the design of infrastructure.

The North Tyneside Local Plan notes that taxis and PHVs will continue to play an important role in the wider transport network and that opportunities to integrate them with other modes of transport will be explored. The regional North East Transport Manifesto sets out objectives to integrate taxis into the public transport network with better interchange and information, ensuring high standards of licensing and provision, and encouraging greater use of low emission technologies in taxi fleets.

1.4.1 Existing licences in North Tyneside

The Authority licenses around 135 taxis, 707 PHVs, 905 drivers and 24 operators in the Borough. These licenses have been granted in accordance with national legislation and government guidance as well as the application of the Policy.

The Policy includes information on legal requirements, procedures, and standards relevant to taxi and PHV licensing.

The Policy was last reviewed in May 2022 following the release of the new Statutory National Standards for taxis and private hire vehicles. One of the objectives of the Policy is to promote environmental sustainability. To meet this objective the Policy seeks to promote the uptake of zero and ultra-low

emission vehicles and to permit licenses to be granted only for those vehicles that comply with particular age requirements within this Policy.

The Policy includes the following:

'The following age standards will be implemented over a four-year period:

- (i) From 1 April 2024 no new vehicle licence will be granted for the vehicle unless it is less than 4 years old
- (ii) From 1 April 2026 a vehicle licence will not be renewed unless the vehicle is less than 8 years old
- (iii) From 1 April 2027 a wheelchair accessible vehicle licence will not be renewed unless the vehicle is less than 8 years old.

All 'Full electric' and 'zero emission at source' vehicles will be exempt from the age standards set out above.'

1.4.2 Emission Standards

Other licensing authorities use varied approaches to vehicle standards with some authorities having no environmental considerations being given at all in relation to the formulation of their policies in relation to vehicle standards, whilst others have a mix of age and exhaust emission requirements forming the basis of their vehicle standards.

Introduced by the European Union (EU) in 1992, the Euro Emissions Standards are a set of regulations designed to define the acceptable amount of exhaust emissions that vehicles sold in the EU can release. The standards have the aim of reducing the emissions of the harmful chemicals into the atmosphere, which includes Carbon Monoxide, Oxides of Nitrogen, Hydrocarbons and Particulate matter.

Euro 6 is the most recent standard, introduced in 2015. Euro 7 is expected to be implemented in 2025 and is expected to be the final Euro Emissions Standard before all new cars become electric.

A vehicle will need to comply to a certain set of restrictions dependent upon when it was manufactured. The details below show the different Euro Standards and the date from which they were applied to new car registrations:

- Euro 1 - 31st December 1992
- Euro 2 - 1st January 1997

- Euro 3 – 1st January 2001
- Euro 4 – 1st January 2006
- Euro 5 – 1st January 2011
- Euro 6 – 1st September 2015

1.4.3 Recent changes and requests for changes

On 30 January 2023 a Clean Air Zone (CAZ) was introduced in Newcastle and Gateshead. The zone, which covers central Newcastle and routes over the Tyne, Swing, High Level and Redheugh Bridges, applies to licensed taxis and private hire vehicles. All taxis and private hire vehicles that do not meet the national Clean Air Zone emissions standards will be subjected to a charge for entering the zone.

The emission standards to be met when entering the CAZ are:

Diesel – Euro 6 (introduced 1 September 2015)

Petrol – Euro 4 (introduced 1 January 2006)

Approaches have been made by members of the trade to the Authority requesting that the age standards requirements that would become part of the Policy in April 2024 be re-considered by the Authority and replaced with an emission standard similar to that applied by Newcastle and Gateshead Councils in relation to the CAZ as set out above and that those standards be adopted by the Authority and incorporated into the Policy in April 2024. The reasons given for the request are that there will be a cost to licensed vehicle proprietor to change their current vehicle to meet the Authority's vehicle age standards and the fact that the Newcastle/Gateshead Clean Air Zone (CAZ) uses a vehicle emission standard rather than an age standard which the trade considers to be more appropriate. A consistent approach would be preferable to the licensed trade.

As explained above, an emission standard considers the level of emissions from a vehicle rather than the age of a vehicle. In a consultation document from the Department for Transport entitled 'Taxi Private Hire Vehicle Licensing – Best Practice Guidance for Licensing Authorities in England' published in March 2022 the following was included:

'Licensing authorities should not impose age limits for the licensing of vehicles but should consider more targeted requirements to meet its policy objectives on emissions, safety rating and increasing wheelchair accessible provision where this is low.'

It should be noted that this document remains a consultation document and has yet to come into force however it may be an indication of the direction of travel in respect of the standards expected for vehicles, including emission standards.

1.4.4 Public Engagement

In light of this information and the approaches by the trade, Cabinet approved a period of public engagement on a number of different options in relation to the vehicle age standards paragraph of the Policy to be incorporated into the Policy in April 2024. The engagement ran for four weeks from 5 June 2023.

The following options were consulted on:

1. Retain current age standards;
2. Replace current age standards with the emission standards to reflect those implemented in the CAZ;
3. Replace current age standards with the emission standards meeting the requirements of Diesel Euro 6 and Petrol Euro 5; or
4. Replace current age standards with emission standards meeting the requirements of Diesel Euro 6 and Petrol Euro 6.

407 responses were received to the engagement exercise. The responses were as follows:

Retain current standards	37%
Replace current age standards with the emission standards to reflect those implemented in the CAZ	33%
Replace current age standards with the emission standards meeting the requirements of Diesel Euro 6 and Petrol Euro 5	22%
Replace current age standards with emission standards meeting the requirements of Diesel Euro 6 and Petrol Euro 6	8%

The makeup of the persons responding was as follows:

As a resident	21%
As a business	3%
As an interested group or organisation	4%
As licensed driver / vehicle proprietor / operator	70%

Other	2%
-------	----

Whilst the highest number of responses (37%) indicates a wish to retain the current standards within the Policy, 63% of the responses indicated that there should be a change to the implementation of emission standards rather than age standards. Of those people who wish there to be a change to emission standards 33% want the standards to reflect the CAZ, 22% preferred Diesel Euro 6 and Petrol Euro 5 standards be adopted and 8% preferred the adoption of Diesel Euro 6 and Petrol Euro 6 standards.

Responses from those people indicating a connection with the taxi/private hire trade (300) show that 182 respondents (60%) wish to see a move away from the use of an age limit. Of those who wished to see a change 88 (48%) want the standards to reflect the CAZ, 77 respondents (43%) preferred Diesel Euro 6 and Petrol Euro 5 and 17 respondents (9%) preferred Diesel Euro 6 and Petrol Euro 6.

1.4.5 Proposed amendment

In consideration of the responses received, it is proposed that the Policy is amended to an emission standard as follows:

Emission standards

As part of the need to promote environmental sustainability and reducing pollution caused by road vehicles, this Policy introduces common requirements for emissions from hackney carriages and private hire vehicles. The emission standards set out below aim to assist in meeting the need to improve air quality in the Borough and the wider region.

The following emission standards will be implemented over a four year period:

- (i) From 1 April 2024 no new vehicle licence will be granted for the vehicle unless meets the minimum emission standards of Euro 6 for diesel vehicles and Euro 5 for petrol vehicles
- (ii) From 1 April 2026 a vehicle licence will not be renewed unless the vehicle meets the minimum emission standards of Euro 6 for diesel vehicles and Euro 5 for petrol vehicles

(iii) From 1 April 2027 a wheelchair accessible vehicle licence will not be renewed unless the vehicle meets the minimum emission standards of Euro 6 for diesel vehicles and Euro 5 for petrol vehicles

All 'Full electric' and 'zero emission at source' vehicles will be exempt from the standards set out above.

If any application is refused due to a vehicle failing to meet the age standard the licensee/applicant can appeal to Regulation and Review Committee against the decision to refuse to grant a licence or to the Magistrates' Court or Crown Court as appropriate.

Rationale for the proposed amendment

It is proposed that the Policy is amended to the emission standards set out above for the following reasons. The responses to the engagement exercise indicate that 63% of respondents wish to see a move away from the current age standards. It is expected that the emission standard for diesels will be Euro 6. The emission standards for petrol is recommended as Euro 5 as this will ensure a higher standard of vehicles and will future proof the Policy.

The proposed standard differs from the current age standard as follows:

Date	Current Age Policy	Emissions Policy Euro 6 (diesel)	Emissions Policy Euro 5 (petrol)
April 2024 – new vehicles	Less than 4 years from first registration	Registered since 2015. By April 2024 vehicles will be 8 years of age or less	Registered since January 2011. By April 2024 vehicles will be 13 years of age or less
April 2026 – renewals	Less than 8 years from first registration	Registered since 2015. By April 2026 vehicles will be 10 years of age or less	Registered since January 2011. By April 2026 vehicles will be 15 years of age or less
April 2027 – wheelchair accessible vehicles	Less than 8 years from first registration	Registered since 2015. By April 2027 vehicles will be 11 years of age or less	Registered since January 2011. By April 2027 vehicles will be 16 years of age or less

1.5 Decision options:

The following decision options are available for consideration by Cabinet:

Option 1

Cabinet approve the recommendations at paragraph 1.2 of this report.

Option 2

Cabinet does not approve the recommendations at paragraph 1.2 of this report.

Option 1 is the recommended option.

1.6 Reasons for recommended option:

Option 1 is recommended for the following reasons:

Option 1 is recommended to ensure that the Policy remains transparent, accountable, proportionate, and consistent. The proposals reflect the responses to the engagement exercise.

The implementation of the vehicle emission standards as set out in paragraph 1.5.5 with effect from April 2024 aims to strike a balance between the need to reduce vehicle emissions in the Borough and the wider region which can have a negative impact on the health of individuals as well as contributing to global warming, and the need to keep any additional costs to some of the licensed trade to a minimum. This is demonstrated by the fact that it is now proposed that diesel licensed vehicles could be licensed 4 years older than under the existing age standards Policy and 8 years older for petrol vehicles than would be the case under the existing age standards Policy.

1.7 Appendices:

Appendix 1: North Tyneside Hackney Carriage and Private Hire Licensing

Appendix 2: Responses to the Engagement exercise.

1.8 Contact officers:

Joanne Lee, Head of Public Protection, (0191) 643 6901

Stephanie Graham, Senior Licensing Officer

David Dunford, Senior Business Partner, (0191) 643 7027

John Barton, Manager Regulatory Legal Services (0191) 643 5354

1.9 Background information:

- 1) [North Tyneside Local Plan](#)
- 2) Statutory Taxi and Private Hire National Standards

[Statutory guidance overview: Statutory taxi and private hire vehicle standards - GOV.UK \(www.gov.uk\)](#)

- 3) [Equality Impact Assessment](#)

PART 2 – COMPLIANCE WITH PRINCIPLES OF DECISION MAKING

2.1 Finance and other resources

There are no financial implications directly arising from the report. The costs of preparing the Policy and the associated consultation arrangements can be met from existing revenue budgets.

2.2 Legal

Taxi and Private Hire Vehicle (PHV) legislation is primarily concentrated in the Town Police Clauses Act 1847 and the Local Government (Miscellaneous Provisions) Act 1976. The legislation provides a broad framework for the licensing of drivers, vehicles, and operators whereas the detail of how this is done, including standards and conditions, is the responsibility of licensing authorities.

There are a number of other Acts which are also relevant: for example, the Equalities Act 2010 which places a duty on local authorities to take steps to meet the needs of those with a protected characteristic such as the need for the Authority to provide a list of wheelchair accessible taxis and PHVs.

Whereas Cabinet cannot make decisions in relation to the licensing of individual drivers, vehicles, or operators under the legislation, it is permitted to adopt a Policy such as the Hackney Carriage and Private Hire Licensing Policy. The Policy will then be considered by the Regulation and Review Committee when decisions need to be taken in relation to individual drivers, operators, and vehicles.

2.3 Consultation/community engagement

2.3.1 Internal Consultation

Internal consultation will take place with Cabinet Members, Members and service areas.

2.3.2 External Consultation/Engagement

As outlined in section 1.5.5 of the report, an engagement process took place over a four-week period via an online survey. In total 407 responses were received from a mixed range of respondents.

2.4 Human rights

There are aspects of the administration of licences that may impact on the human rights of individuals residing in the Borough and licence holders.

Article 1 of the First Protocol entitles a person to the peaceful enjoyment of his/her possessions. A possession may include a Licence to use possessions. However, balanced against that is the ability of the Licensing Authority to enforce such laws under the national licensing legislation as is necessary to control the use of such property, including a licence.

2.5 Equalities and diversity

The Policy has been drafted having regard to the Authority's Public Sector Equality Duty. An Equality Impact Assessment was undertaken to inform the consultation process and has now been updated to assess the potential impact of the Policy. The consultation process ensured that all persons, groups, and organisations had an opportunity to participate, including those with protected characteristics. Individual decisions taken under the Policy were also taken with due regard to the Public Sector Equality Duty

2.6 Risk management

There are no risk management implications directly arising from this report. Risks associated with delivery of the Authority's Public Protection function are monitored via the Public Health risk arrangements.

2.7 Crime and disorder

The North Tyneside Hackney Carriage and Private Hire Licensing Policy seeks to ensure the safety of the travelling public and therefore contributes to preventing crime and disorder.

2.8 Environment and sustainability

Journeys by taxis and private hire vehicles represent a significant number of daily trips on the local highway network both within the Borough and beyond. The local authorities in the area are currently working on measures to tackle air quality caused by roadside pollution. Through the introduction of an emission standard the local authority will ensure that the most pollutant vehicles, being diesel vehicles, will only be licensed if they are of the highest Euro standard available.

PART 3 – SIGN OFF

- Chief Executive x
- Director(s) of Service x
- Mayor/Cabinet Member(s) x
- Chief Finance Officer x
- Monitoring Officer x
- Assistant Chief Executive x

HACKNEY CARRIAGE AND PRIVATE HIRE LICENSING POLICY

Executive Summary

The aim of this Policy is to protect the public and ensure that drivers, vehicle owners / proprietors and operators are fit and proper persons for the role that they play in local transport provision.

The Department for Transport recommends that all licensing authorities make publicly available a cohesive policy document which should include, but not be limited to, policies on convictions, a 'fit and proper' person test, licence conditions and vehicle standards. This is the Authority's policy document.

This Policy has been drafted having regard to the "Statutory Taxi & Private Hire Vehicle Standards" issued by the Department for Transport in July 2020 under section 177(1) of the Policing and Crime Act 2017 ("the Statutory Guidance") and the recommendations contained therein.

In the Introduction of the Statutory Guidance at paragraph 1.1 it states: -

"There is evidence to support the view that taxis and private hire vehicles are a high-risk environment. In terms of risks to passengers, this can be seen in abuse and exploitation of children and vulnerable adults facilitated, and in some cases, perpetrated by the trade and the number of sexual crimes reported which involve taxi and private hire vehicle drivers. Links between the trade and child sexual abuse and exploitation have been established in many areas and other investigations continue. Data on reported sexual assaults by taxi and private hire vehicle drivers evidence the risk to passengers; data from Greater Manchester and Merseyside suggest that, if similar offence patterns are applied across England, 623 sexual assaults per year are reported. These figures do not however account for the under reporting of crime which is estimated to be as high as 83 percent in the Crime Survey for England and Wales."

The Statutory Guidance makes it clear in paragraph 1.3 that the Department for Transport expects the recommendations contained in the Guidance *"to be implemented unless there is a compelling local reason not to."*

The objectives of this Policy are as follows:

- a) The safety and protection of the public
- b) The protection of children and vulnerable adults from harm
- c) The promotion of environmental sustainability; and
- d) To provide clarity for licensees with respect to the Authority's expectations of them and its decision-making process.

North Tyneside Council (the Authority) is aware that the public should have reasonable access to hackney carriages and private hire vehicles because of the important role they play in local transport provision.

Hackney carriage and private hire vehicles are a highly flexible form of public transport and play an increasingly important role in improving accessibility. Hackney carriage and private hire vehicles are used by all social groups and play an essential role in the provision of the Authority's home to school transport provision.

This Policy supports the Authority's Transport Strategy for 2017-2032 and the principles within that Policy. As well as seeking the protection of the public, the Authority aims to improve the safety, health and well-being outcomes for the people of the Borough and the sustainability of communities and the environment across the Borough.

As the environmental and health impacts associated with emissions from transport operations are now more clearly understood, the Authority has an increased responsibility to ensure that drivers and passengers are protected as far as possible from the adverse impact of vehicle emissions.

Version Control

Version 2

Approved by Cabinet on: 23 May 2022

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- F Code of good conduct for licensed drivers
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Introduction

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12. Equality
13. Duties and Obligations under Equality Act 2010
14. Right to live and work in the UK

1. Hackney Carriage and Private Hire Licensing

The Authority is responsible for the licensing of hackney carriage and private hire vehicles, their drivers and in the case of private hire vehicles their operators, in the Borough of North Tyneside.

The Authority currently licences up to 204 hackney carriage vehicles, approximately 712 private hire vehicles, 965 licensed drivers and 21 private hire operators.

A hackney carriage is a public transport vehicle with no more than 8 passenger seats, which is licensed to 'ply for hire'. This means that it may stand at ranks or be hailed in the street whilst in the Borough of North Tyneside by members of the public. A hackney carriage can also be pre-booked. Private hire vehicles too must have no more than 8 passenger seats, but unlike hackney carriages, must be booked in advance through an operator and must not ply for hire in the street.

2. Powers and Duties

In 1977, the Authority adopted Part II of The Local Government (Miscellaneous Provisions) Act 1976. By adopting Part II of the 1976 Act the Authority is given the powers and duties to carry out licensing functions in respect of hackney carriage and private hire licensing in the Borough of North Tyneside. As such the Authority is responsible for the licensing of private hire drivers, vehicles and operators and hackney carriage drivers and vehicles in the Borough. This document sets out how the Authority will exercise its licensing functions when making decisions about new licence applications, renewal of licence applications and licences currently in force.

The Authority is also obliged to have regard to the Statutory Taxi & Private Hire Vehicle Standards issued under section 177(1) of the Policing and Crime Act 2017 by the Department for Transport when exercising its licensing functions.

3. Objectives

In setting out this Policy, the Authority seeks to carry out its licensing functions with a view to promoting the following objectives:

- a) The safety and protection of the public
- b) The protection of children and vulnerable adults from harm
- c) The promotion of environmental sustainability
- d) To provide clarity for licensees with respect to the Authority's expectations and its decision-making process.

In the promotion of the above objectives the Authority will consider the following matters:

- a) The safety and protection of the public:
 - Ensuring that vehicles are safe, clean, reliable and accessible to meet the varying needs of the public
 - Providing confidence in the system for assessing whether a person is 'fit and proper' to drive a hackney carriage or private hire vehicle.
- b) The protection of children and vulnerable adults from harm.

This Policy:

- Puts protecting the safety and welfare of the public at its core
 - Specifically takes account of the Authority's safeguarding responsibilities, particularly in relation to children, young people and vulnerable adults and reflects best practice
 - Makes it clear that the welfare of children and their protection from harm is everyone's responsibility, in particular that prospective and licensed drivers and operators have a duty to promote good safeguarding practices, including awareness of Child Sexual Abuse and Exploitation and trafficking.
- c) The promotion of environmental sustainability:
 - To encourage the uptake of zero and ultra-low emission vehicles
 - To only permit licenses for vehicles that comply with the particular age requirements as set out in Chapter 2 paragraph 19 of this Policy.
 - d) To provide clarity for licensees with respect to the Authority's expectations and the decision-making process:
 - Clarity of the Authority's expectations with regards to convictions, cautions, fixed penalties and community resolutions.

This Policy shall apply in respect of new applications, renewals and other matters connected to the following licences:

- Private hire vehicle proprietor
- Private hire driver
- Private hire operator
- Hackney carriage driver
- Hackney carriage proprietor.

This Policy shall also apply in respect of disciplinary and enforcement measures and includes a Code of Conduct to be followed by all drivers licensed by the Authority.

4. **Methods Used in Meeting the Objectives**

The methods to be employed will be:

- Setting the standards for the licensing of drivers, vehicles and operators
- Periodical licensing and routine inspection of vehicles, with appropriate follow up action if necessary
- Routine inspection of insurance policies, with appropriate follow up action if necessary
- Checks of driver's medical condition, criminal record (if any) and knowledge of the law
- Investigation of complaints with appropriate follow up action
- Liaison with the Police, the Home Office, HMRC, Safeguarding and other agencies regarding issues of mutual concern in relation to offences or the conduct of licensees
- Taking enforcement and/or disciplinary action including prosecution, verbal and written warnings, advice, written cautions, notices, suspension or revocation of licences for breaches of legislation or licence conditions;
- Conditions added to licences
- Enforcement of the Byelaws
- Liaison with the hackney carriage and private hire trade by way of open meetings
- The issue of guidance notes.

When considering applications and taking enforcement action the Authority as a Licensing Authority is also subject to the Regulators' Code published by the Department for Business, Energy and Industrial Strategy and will have regard to the statutory principles of good regulation as required by the Legislative and Regulatory Reform Act 2006, the Authority's Enforcement Policy and the 'Statutory Taxi & Private Hire Vehicle Standards' Guidance referred to above.

Please see link below to the Authority's Enforcement Policy.

<http://my.northtyneside.gov.uk/category/691/statement-enforcement-policy>

The Authority is aware that under the Regulators' Code the Authority should:

- Carry out its activities in a way that supports those they regulate to comply and grow
- Provide simple and straightforward ways to engage with those it regulates and hear their views
- Base its regulatory activities on risk
- Share information about compliance and risk
- Ensure clear information, guidance and advice is available to help those it regulates to meet their responsibilities to comply with the law, statutory guidance and the Policy
- Ensure that its approach to its regulatory activities is transparent
- Avoid unnecessary regulatory burdens.

5. **Best Practice Guidance**

In formulating this Policy consideration has been given to the available best practice guidance issued by the Department for Transport and the Department for Business, Energy & Industrial Strategy. In addition, the Authority has had regard to the 'Statutory Taxi & Private Hire Vehicle Standards' referred to above which replaced relevant sections of the Best Practice Guidance published by the Department in 2010. Where there is a conflict between the Statutory Guidance and the Best Practice Guidance the Statutory Guidance takes precedence.

6. **Status**

In exercising its discretion in carrying out its regulatory functions, the Authority will have regard to this Policy and the objectives set out above as well as the 'Statutory Taxi & Private Hire Vehicle Standards' Guidance as it is obliged to do under section 177(4) of the Policing and Crime Act 2017.

Notwithstanding the existence of this Policy and consideration of the Statutory Guidance issued under the Policing and Crime Act 2017, each application or enforcement measure will be considered on its own merits. Where it is considered necessary for the Authority to depart from the Policy and the Statutory Guidance, clear reasons will be given for doing so.

7. **Implementation and Review**

This Policy will take effect on 23 May 2022 save for the Age/Emissions standards paragraphs of the Policy which will come into force as detailed in Chapter 2, paragraph 20.

The Authority will keep this Policy under review and will consult where appropriate on proposed revisions. A full review of the Policy will be conducted every five years from the date of effect, but its performance will be reviewed annually. It may be necessary to revise the Policy within any five year period. Any changes made to the Policy may have immediate effect or be expressed as coming into effect on a given date.

Amended copies of the Policy will be available from the Licensing Section and via the internet at <https://my.northtyneside.gov.uk/category/879/taxis-and-private-hire>

Upon implementation of this Policy, the Authority requires licensees to comply with its terms immediately. Where it is not possible to comply with part of the Policy due to outstanding action required by the Authority, information will be provided as to an implementation date for that part of the Policy.

From the effective date, this Policy overrides and supersedes all existing policies in relation to private hire and hackney carriage licensing.

8. Consultation

In preparing this Policy the Authority has consulted with and taken into account the views of amongst others:

- Current licensees
- Northumbria Police
- Local businesses and their representatives
- Residents and their representative bodies
- Local transport providers
- Disability Groups
- Planning Authority
- Service users
- Environmental groups
- Neighbouring Authorities (including the North East Combined Authority, North of Tyne Combined Authority and the Tees Valley Combined Authority)
- Representatives from the charitable and voluntary sector
- Members of the Authority
- Chamber of Commerce
- Campaign for Better Transport
- Local traders
- North Tyneside Safeguarding Children Partnership
- Adult Social Care within the Authority
- Pubwatch.

The views of all of these persons and bodies who provided a consultation response have been taken into account in determining this Policy.

9. Area and Impact

North Tyneside is one of the five metropolitan districts that comprise the county of Tyne and Wear. North Tyneside is bounded by Newcastle upon Tyne to the west, the North Sea to the east, the River Tyne to the south and Northumberland to the north. The A19 runs from north to south and the A1058 Coast Road runs from east to west within the Borough. Recent growth has come in the A19 corridor with new industrial estates and retail parks. There is also an International Ferry Terminal at North Shields.

The late-night economy of the Borough is principally centred around Tynemouth and Whitley Bay where a number of hospitality and entertainment premises are situated. Activity is also centred on restaurants, public houses and takeaway establishments in areas such as North Shields and Wallsend.

The Authority recognises and welcomes the contribution that the hackney carriage and private hire trade makes to the transport and tourism industries.

Hackney carriage and private hire vehicle journeys represent a significant number of daily trips on the local highway network both within North Tyneside and the wider area. Many of these journeys are made along key local and regional arterial routes on which air quality and in particular nitrogen dioxide (NO₂) issues have manifested themselves on some of these routes. Local Authorities in the area are working on measures to address the issue of poor air quality in the areas identified as having an issue with poor air quality which may include some form of road user charging that would be applicable to hackney carriage and private hire vehicles.

Improving local air quality forms part of the Authority's Transport Strategy for 2017-2032 and hackney carriage and private hire vehicles have an important role in helping the Authority deliver this outcome, particularly given the comparatively higher mileage undertaken by hackney carriages and private hire vehicles on local roads compared to other passenger vehicles.

10. **Partnership Working**

The Authority will work in partnership with the following agencies and individuals to promote the licensing objectives and to safeguard the general public particularly vulnerable members of society when using the hackney carriage and private hire trade:

- Local Hackney Carriage and Private Hire Trade
- Safeguarding Services
- Northumbria Police
- Local Transport authorities and committees
- Local residents
- Disability Groups
- Service users and their representatives
- Driver and Vehicle Standards Agency (DVSA)
- HM Revenue and Customs
- Department for Work and Pensions
- Other Council Departments
- UK Visas & Immigration (Immigration Enforcement)
- Other Government Departments and Agencies.
- Neighbouring Licensing Authorities

The Authority will hold regular meetings with the hackney carriage and private hire trade to consider current and future licensing issues.

11. **Related Legislation and Strategies**

This Policy will be integrated as far as possible with local planning, transport, tourism, equality cultural and environmental strategies, and other plans introduced for the management of the Borough and night-time economy.

The Authority will work in partnership with other agencies.

As stated above, the Authority must also have regard to the Statutory Guidance issued by the Department for Transport in July 2020 (and any subsequent Guidance that may be issued) under section 177(1) of the Policing and Crime Act 2017.

12. **Equality**

As an employer and service provider the Authority is committed to ensuring equality in employment and service delivery. To achieve the above standard the Authority is aware of its duties and obligations under the following legislation:

- Human Rights Act 1998
- Equality Act 2010.

13. **Duties and obligations under Equality Act 2010**

The Authority will consult on and monitor the impact of this Policy to ensure that those making applications are treated in accordance with their needs. The Authority also recognises the Public Sector Equality Duty as set out in section 149 of the Equality Act 2010 (the 2010 Act) which it must have regard to when exercising its licensing functions.

In applying this Policy, the Authority will at all times endeavour to comply with its obligations under the 2010 Act and the Human Rights Act 1998.

Providers of hackney carriage and private hire transport are deemed to be providers of services to the public for the purposes of Part 3 of the 2010 Act. A statutory Code of Practice has been published and provides guidance on specific issues associated with the 2010 Act. Licensees and applicants should read the Code of Practice and ensure that they operate having due regard to the Code and in compliance with the 2010 Act.

It is a condition of a vehicle licence that wheelchair accessible vehicles must have appropriate equipment so as to be able to transport passengers in wheelchairs at all times. In instances where this is not the case the licence for the vehicle may be suspended until such time as the Authority considers the vehicle is fit for purpose.

In accordance with the 2010 Act the Authority holds a list of wheelchair accessible vehicles (designated vehicles). The Act requires the drivers of such designated vehicles to carry passengers in wheelchairs and to provide assistance to such

passengers and prohibits drivers from charging such passengers an additional charge.

The Department for Transport has published statutory guidance called 'Access for Wheelchair Users to Taxis and Private Hire Vehicles' and drivers of wheelchair accessible vehicles are encouraged to read and understand that guidance. Further information can be found at [Wheelchair access in taxis and private hire vehicles - GOV.UK \(www.gov.uk\)](http://www.gov.uk/government/publications/wheelchair-access-in-taxis-and-private-hire-vehicles)

It is a criminal offence for drivers of wheelchair accessible vehicles to refuse to carry passengers in wheelchairs, to fail to provide them with appropriate assistance, or to charge them extra unless the driver has been issued with an exemption certificate by the Authority exempting them from performing the duties set out in section 165 of the 2010 Act.

All licensed drivers are under a duty to carry guide, hearing and other prescribed assistance dogs in their vehicles and passengers with disabilities and to provide assistance to such passengers without additional charge. Drivers who have a medical condition that is aggravated by exposure to dogs may apply for an exemption from the duty on medical grounds. A medical certificate must be provided at the driver's expense from the driver's own GP or one who has had access to the drivers' full medical records, stating the details of their medical condition to the satisfaction of the Licensing Authority. A register will be kept by the Authority of exempted drivers.

Any drivers who consider that they should be exempt from the duties imposed on them by the 2010 Act in relation to carrying passengers in wheelchairs or passengers with assistance dogs should contact the Authority's Licensing Department at www.northynteside.gov.uk

Further information is available from the Equality and Human Rights Commission at www.equalityhumanrights.com.

14. **Right to live and work in the UK**

Under the Immigration Act 2016 all individual applicants for private hire operator and private hire and hackney carriage driver licences are required to prove that they have a right to live and work in the UK before being considered for a licence. A list of suitable documents that are required to be produced to prove a right to live and work in the UK is available from the Authority's Licensing Section.

Please see the following link (information is contained on pages 25/26 of the attachment) <https://www.gov.uk/government/publications/licensing-authority-guide-to-right-to-work-checks>

A licence will not be granted until the applicant is able to prove that they have a right to live and work in the UK. If an applicant has only limited leave to remain in the UK then any licence will only be issued for this period of time.

2. Vehicles – Hackney Carriage and Private Hire

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21. CCTV in vehicles
22. Environmental Considerations
23. Emission/Age standards
24. Insurance "Write Off" Vehicles
25. Licence Plate
26. Conditions

1. Specifications

The Department for Transport Best Practice Guidance issued in 2010 recommends that licensing authorities should adopt the principle of specifying as many different types of vehicle as possible. They are, however, encouraged to make use of the 'type approval' rules within any specifications they determine.

All vehicles, therefore, shall have an appropriate 'type approval' which is either:

- European Whole Vehicle Type approval
- British National Type approval or
- British Individual Vehicle Approval (IVA).

As a guide, most large volume production vehicles produced in the UK and EU member states after 1987 will satisfy British and/or European Whole Type Approval. Specialist vehicles or any vehicle that has been structurally modified, converted or imported from a non-EU member state since its original manufacture will require separate IVA and/or Department for Transport approval and such

documentation must be submitted with an application for a hackney carriage or private hire vehicle licence.

The seating capacity of a vehicle will be determined by the Authority. Vehicles will, in general, be licensed for the carriage of up to four passengers, but applications in relation to larger vehicles that can accommodate up to eight passengers will be accepted, provided that there is compliance with the specifications applicable to such vehicles.

Where the seating in the vehicle does not conform with the specifications in this Policy or for other reasons associated with the safety and comfort of passengers, the Authority may reduce the permitted number of passengers that may be carried in the vehicle from that specified by the vehicle manufacturer.

Appendix A sets out the minimum standards which are expected in respect of licensed vehicles.

2. Private Hire Vehicles

A private hire vehicle is a motor vehicle constructed or adapted to seat no more than 8 passengers which is provided for hire with the services of a driver for the purpose of carrying passengers. All hirings for a private hire vehicle must be pre-booked through a licensed private hire operator. Any vehicle used as a private hire vehicle must be licensed under the provisions of the Local Government (Miscellaneous Provisions) Act 1976. In determining what vehicles fall within this definition the Authority will give consideration to the 'Best Practice Guidance on Taxi and Private Hire Licensing' issued by the Department of Transport in 2010.

The Authority must be satisfied that the following criteria are met before granting a licence:

That the vehicle is:

- Suitable in type, size and design for use as a private hire vehicle
- Not of such design and appearance as to lead any person to believe that the vehicle is a hackney carriage
- In a suitable mechanical condition
- Safe
- Comfortable.

Conditions may be attached to the grant of a licence as are considered reasonably necessary. Vehicles which are licensed with another Authority will not be licensed by this Authority.

In addition to the above legislative requirements the Authority has imposed conditions relating to the size and other specifications of the vehicle. These are attached at **Appendix A**.

All private hire vehicles must:

- Not be black in colour; or be any colour, which, in the opinion of the Authority, closely resembles black
- Not be fitted with a roof sign of any description
- If the vehicle is fitted with a meter, it must be properly tested and sealed and be of a type approved by the Authority or an agent approved by the Authority
- Display a yellow licence plate, which must be securely attached to the exterior rear of the vehicle as prescribed by a condition of the Authority
- Display a yellow decal provided by the Authority and attached centrally to each front door of the vehicle as prescribed by a condition of the Authority
- Display a disc in the top nearside corner of the front windscreen.

General conditions are attached to a private hire vehicle licence relating to the identification of the vehicle and safety issues. These are attached at **Appendix B**.

3. Hackney Carriage Vehicles

A hackney carriage is a wheeled carriage used in standing or plying for hire that is required to have a numbered plate fixed upon it. The legal definition of a hackney carriage is contained in the Town Police Clauses Act 1847.

A hackney carriage can ply for hire within the Borough of North Tyneside and also wait at a hackney carriage stand within the Borough. In addition, a hackney carriage may also undertake work on a pre-booked basis.

Conditions can be imposed upon the grant of a hackney carriage proprietor's licence and the Authority has byelaws to control the conduct of both proprietors and drivers. These Byelaws are attached at **Appendix I** to this Policy.

The Authority has imposed requirements relating to the size and other specifications of the vehicles. These are attached at **Appendix A**.

General conditions are attached to a hackney carriage vehicle proprietor's licence relating to the identification of the vehicle and safety issues. These are attached at **Appendix B**.

All hackney carriages must:

- Be black in colour
- Be fitted with an approved roof sign bearing the word "TAXI" as prescribed by the Authority
- Be fitted with a meter of an approved type with the fares charged as determined by the Authority
- Meters, after being checked for accuracy, must be sealed by Officers of the Authority or an agent approved by the Authority
- Display a white licence plate, which must be securely attached to the exterior rear of the vehicle in the vicinity of the bumper
- Display a white decal provided by the Authority and attached centrally to each front door of the vehicle as prescribed by a condition of the Authority

- Display the current table of fares as prescribed by condition of the Authority
- Display a disc in the top nearside corner of the front windscreen.

4. Limitation of Numbers

No powers exist for licensing authorities to limit the number of private hire vehicles that they licence.

The present legal provisions on quantity restrictions for hackney carriages are set out in section 16 of the Transport Act 1985. This provides that the grant of a hackney carriage licence may be refused, for the purpose of limiting the number of licensed taxis “if, but only if, the person authorised to grant licences is satisfied that there is no significant demand for the services of hackney carriages (within the area to which the licence would apply) which is unmet”.

Any new application for a hackney carriage proprietor’s licence that would be in excess of that number will be refused if the Authority is satisfied that there is no significant unmet demand for taxi services within the area. An applicant whose licence is refused has a right of appeal to the Crown Court.

The Authority is satisfied that there is no significant unmet demand for hackney carriage services within this area. Therefore, it has placed a limit on the number of hackney carriage vehicle licences issued. This limit has been placed at 204 following consideration of the results of an independent study.

The current limit includes grandfather rights granted to proprietors of saloon vehicles. These rights permit the continued use of a saloon vehicle by proprietors who were granted their hackney carriage proprietor’s licence prior to July 1992. These rights are to remain and encourage a mixed fleet of hackney carriage vehicles consisting of saloons and wheelchair accessible vehicles. It is recognised that users with some medical conditions will find saloons easier to access than wheelchair accessible vehicles.

This limitation of numbers will be periodically reviewed, and this Policy will be amended to take account of the results as required.

5. Location of Applicant’s Home/Business

When an applicant wishes to licence a vehicle as a hackney carriage the Authority will require information, pursuant to section 57 of the Local Government (Miscellaneous Provisions) Act 1976, as to whether the applicant intends to use the vehicle to stand or ply for hire in the Authority’s area and also if the applicant intends to use the vehicle entirely or predominantly remotely from the Authority’s area on a pre-booked basis.

Whilst each application will be considered on its own merits, the Authority will have regard to the geographic location of an applicant’s home and business address.

If the Authority believes that the hackney carriage is to be used entirely or predominantly remotely from the Authority’s area on a pre-booked basis, then the application for a licence will normally be refused.

If the Authority believes that an existing hackney carriage is being used predominantly outside the Authority's area on a pre-booked basis with an Operator who is not licensed by this Authority, then having regard to the judgment in *R (on the application of Newcastle City Council) v Berwick-upon-Tweed Borough Council [2008] EHC 2369 (Admin)* the matter will be referred to the Regulation and Review Committee.

6. **Insurance**

All vehicles must have a current, valid policy of insurance at all times, appropriate to the use of the vehicle. The policy of insurance must be in place before a licence can be granted.

It is an offence to use a vehicle without the appropriate insurance in place.

Requests to produce evidence of the appropriate insurance may be made during the term of the licence. These requests must be complied with in accordance with the time scales stipulated in the request.

If a vehicle is off the road and uninsured the proprietor must advise the Licensing Section of the Authority in writing immediately or in any event within 72 hours.

7. **Advertisements, signs, notices etc.**

No signs, notices, advertisements, digital or audio display etc. or other markings shall be displayed on, in or from the vehicle subject to the following exceptions:

- Any sign, notice or other marking required to be displayed by legislation or any condition attached to this licence
- Advertising on the rear doors, rear wings and boot area of the vehicle (of two-dimensional insignia type) approved by the Authority
- Advertising along the top 8 cm strip of the windscreen of the vehicle provided that it is not illuminated, and it bears only the name and/or telephone number in block letters of the firm operating the vehicle
- Some in car digital advertising.

Signs, notices or advertisements must not be of a content that the Authority deems to be offensive or abusive. Further guidance as to the content of the advert may be sought from the Advertisement Standards Authority, www.asa.org.uk.

The Director of Public Health can approve or refuse to allow advertisements in the areas permitted in this Policy. All advertisements must be approved by the Director of Public Health prior to being displayed on or in a vehicle. Any unauthorised advertisements will be required to be removed and appropriate action taken.

The Director of Public Health can approve or refuse requests for advertising on the lower area of the front doors of private hire and hackney carriage vehicles. Such advertising to be for the purpose of promoting a private hire operator, a hackney carriage proprietor (or group of proprietors) licensed by the Authority.

Any queries regarding advertisements must be referred to the Licensing Section of the Authority.

8. **Accident notification**

The proprietor shall notify the Licensing Section of the Authority in writing as soon as reasonably possible, or in any case within 72 hours, of any accident involving a licensed vehicle that results in damage materially affecting the safety, performance, or appearance of the vehicle or the comfort or convenience of potential customers. In certain cases, the vehicle licence will be suspended.

The proprietor must comply with any reasonable request to produce the vehicle for inspection at the Authority's offices or other specified location so that its roadworthiness can be assessed. Any failure to do so is an offence and the appropriate action will be taken. Following the repair, the level of damage will be assessed, and the Authority may require an engineer's report and / or the vehicle to be examined at the Authority's Test Station.

9. **Vehicle testing**

All vehicles must undergo and satisfy an inspection by the Authority's vehicle examiners or at a place specified by the Director of Public Health prior to being licensed.

It is the proprietor's responsibility to ensure that a licensed vehicle is roadworthy and fit for hire and reward purposes at all times.

Vehicles are to be tested in accordance with the Vehicle Testing Arrangements (attached at **Appendix C**). The Testing Station may also be directed to look at other issues identified by a Licensing Officer. In the event of the Testing Station being unavailable the Authority will put alternative arrangements in place.

Vehicles that are 4 years old and over at the time of the licence being granted will require an interim test. Vehicle proprietors will be required to produce their vehicle for testing when requested. The fee for this interim test will form part of the annual licence fee. Vehicles that are 3 years old on the date the licence is granted but turn 4 years old during the one-year term of the licence are excluded from the routine requirement to undertake an interim test. Such vehicles may still be requested to be presented for inspection and test in accordance with the statutory provisions.

Vehicles failing to be presented for a test or presented late for the test will be required to be re-tested and a re-test fee paid. Where appropriate the licence will be suspended. A further test appointment will only be made when the retest fee has been paid.

The Lifting Operations and Lifting Equipment Regulations 1998 (often abbreviated to LOLER) place duties on people and companies who own, operate or have control over lifting equipment. This includes all businesses and organisations whose employees use lifting equipment, whether owned by them or not.

The regulations require that the inspection interval is 6 months, for lifting equipment and any associated accessories used to lift people. Any licensed vehicles containing this equipment should provide evidence of a LOLER inspection report every 6 months.

10. **Application Procedure**

Applications are to be made in writing and may be made in person at a prescribed time, by post, online or e-mail. The Authority will not be responsible for any documents that may be lost in the post.

Applications will not be considered valid unless they contain all the relevant documentation and the appropriate licence fee has been paid.

For the purposes of licensing, a hackney carriage or private hire vehicle licence will be issued in the name of the registered keeper of the vehicle. The registered keeper can be an individual or a company. Where the registered keeper is a company, details of the person who will be responsible for the vehicle will be included on the licence.

The booking of vehicle tests may be done by telephone, in person at a prescribed time, online or by e-mail at taxi.licensing@northtyneside.gov.uk. Postal or e-mail applications should be made at least 10 working days prior to the date of the vehicle test to allow for the application to be processed.

If the application is refused the fee will be refundable minus the proportion of the charge for the test fee.

The Director of Public Health has the discretion to attach, amend or remove a condition of licence.

Although applications may be made by post or e-mail, licence plates must be collected in person at a prescribed time.

11. **Criminal Record Checks**

The holder of a hackney carriage proprietor's licence or private hire vehicle licence, as well as ensuring that the vehicles are well maintained to an acceptable standard, must also ensure that vehicles are not used for illegal or illicit purposes. The Authority's objective when licensing hackney carriage and private hire vehicles is to protect the public.

Hackney carriage proprietor licences and private hire vehicle licences will only be granted, or renewed, to persons that the Authority considers to be 'fit and proper' persons to hold such licences. This means that they must pose no threat to the public and have no links to serious criminal activity.

To ascertain if an applicant for a hackney carriage proprietor's licence or private hire vehicle licence is a fit and proper person to hold such a licence the Authority requires them on applying for such a licence, or an application for a renewal thereof,

to produce to the Authority a Basic Disclosure of any criminal convictions obtained from the Disclosure and Barring Service (DBS). In addition to having regard to the Basic Disclosure the Authority will also have regard to the information contained in the application form and, any information obtained during any interview that may take place between the applicant/licence holder and a licensing officer.

The Authority will check the Basic Disclosure of any criminal convictions annually.

Before an application for a private hire vehicle licence or hackney carriage proprietor's licence, or a renewal application, will be considered by the Authority, the applicant (whether this be an individual or the Director of a limited company) must provide a current (less than 1 month old) Basic Disclosure of criminal convictions from the DBS. If the applicant is currently licensed as a driver with this Authority, they will be exempt from this requirement as they will already have had a higher level of criminal record check.

Where a vehicle licence is in force in the name of a limited company and a new director(s) is proposed to be appointed to that limited company, then each proposed director will be required to provide a Basic Disclosure of convictions from the DBS. If the applicant is currently licensed as a driver with this Authority, they will be exempt from this requirement.

In exceptional circumstances, the Authority may take relevant spent convictions into account having regard to the factors set out in the judgment of *Adamson v Waveney District Council* [1997] 2 All ER 898 when determining an individual's suitability to hold a private hire vehicle licence or hackney carriage proprietor's licence. In the case of a company, any relevant spent convictions of an officer of the company may be taken into account in exceptional circumstances when determining the suitability of the company to hold a licence.

When determining if the applicant/licence holder is, or remains, a fit and proper person to hold a hackney carriage proprietor's licence or private hire vehicle licence the Authority will apply the following test having regard to the information in its possession: -

"Would I be comfortable allowing this person to have control of a licensed vehicle that can travel anywhere, at a time of the day or night without arousing suspicion, and be satisfied that he/she would not allow it to be used for criminal or other unacceptable purposes, and be confident that he/she would maintain it to an acceptable standard throughout the period of the licence?"

If the answer to this question is an unqualified yes, then the test is satisfied. If officers or Members have doubts then further consideration will be given as to whether the individual is a fit and proper person to hold vehicle licence.

As the public must have trust and confidence in the safety and integrity of both the hackney carriage and private hire systems, the same standards will be applied to hackney carriage proprietors and private hire licence holders as to drivers outlined in this Policy.

12. **Decision Making**

Refusal to licence an individual as a driver or to suspend or revoke a driver licence does not automatically mean that that individual cannot be issued or continue to hold a vehicle licence; this decision will be independent of a driver licence refusal and based on the appropriate information that is held. DBS certificate information can only be used for the specific purpose for which it was requested and for which the applicant's full consent has been given.

13. **New Applications and Replacement Vehicles**

The following documents are to be submitted for new/replacement vehicle applications:

- Fully completed application form
- Basic Disclosure of criminal convictions certificate (if not currently licensed as a driver) of the applicant(s) or in the case of a limited company, for each director of the company.
- Pre-Test Inspection form (PTI) - approved
- Vehicle test certificate - pass
- Vehicle registration document in the applicant's name (or proof of purchase identifying applicant as purchaser if newly purchased vehicle). (An order form is insufficient for this purpose)
- Appropriate valid certificate of motor insurance for date of intended business use.
- LOLER certificate (where applicable)
- Conversion certificate (where applicable).
Note: the Authority provides a service to carry out LOLER testing and conversion/installation inspections. Additional fees apply. Further information is available from the Licensing Office or on the Authority's website.
- Taximeter certificate (where applicable)

Fees:

- Licence fee. Please note the fee differs depending on the age of the vehicle and the type of licence applied for.

If the application is withdrawn or refused the fee will be refunded minus any vehicle test fees and an administrative charge. Should the application be appealed, the administrative charge will be higher.

14. **Renewal Applications**

The following documents are to be submitted for renewal vehicle applications prior to the expiry of the licence:

- Fully completed vehicle renewal form
- Basic Disclosure of criminal convictions certificate (if not currently licensed as a driver) of the applicant(s) or in the case of a limited company, for each director of the company
- Vehicle test certificate – pass required
- Appropriate valid certificate of motor insurance for date of intended business use.
- LOLER certificate (where applicable).
Note: The Authority provides a service to carry out LOLER testing. An additional fee applies. Further information is available from the Authority's Licensing Office or on the Authority's website
- Taximeter certificate (where applicable).

Fees:

- Licence fee. Please note the fee differs depending on the age of the vehicle and the type of licence applied for.

There is no legal requirement for the Authority to send out reminders for renewals for licences, but to aid vehicle proprietors the Authority's Licensing Section will endeavour to do so. However, the responsibility rests with the proprietor to ensure documentation is provided within the appropriate timescales. Where an application to renew a vehicle licence is not received prior to the expiry of the licence, the licence will not be renewed. In such cases, a new application will be required, grandfather rights will apply and a higher licence fee will apply.

For new and renewal applications the Basic Disclosure of criminal convictions certificate will be accepted for subsequent applications of additional vehicles within 12 months from the date of issue of the certificate.

Incomplete applications

An application to renew a licence that has been submitted with the appropriate licence fee prior to the expiry of that licence, but is incomplete, will not be processed.

In such cases the Authority will issue a written request to the licensee for the additional information to be provided within 14 days of the expiry of the licence. During this time the licensee can continue to operate the vehicle for hire and reward purposes.

If the licensee fails to provide the information within this time period the application will be refused, to which the licensee will have a right of appeal. During this time the licensee can also continue to operate the vehicle. If no appeal is received within 21 days, then the vehicle must cease operating.

If the application is withdrawn or refused the fee will be refunded minus any vehicle test fees and an administrative charge. Should the application be appealed, the administrative charge will be higher.

15 **Grandfather Rights**

The Authority will take account of the previous decision to licence a vehicle where a departure from the policy has been made providing the application is received within 2 months of the expiry date. Applications made after this period will be considered as a new application and the Policy will be freshly applied.

The Authority will take account of the previous DBS check held of any proprietor who has not renewed their vehicle proprietor's licence but re-applies within 6 months of the expiry date.

16. **Change of address**

The proprietor must advise the Authority in writing within 7 days of a change of business or home address during the period of the licence. There is no fee for this process.

17. **Transfer of interest**

The proprietor shall notify the Authority in writing, giving the name and address of the new proprietor, within 14 days if the interest in the vehicle is transferred to another person not currently named on the licence.

Each proposed vehicle proprietor will be required to provide a Basic Disclosure of convictions from the Disclosure and Barring Service. If the applicant is currently licensed as a driver with this Authority, they will be exempt from this requirement.

Where a proprietor wishes to be removed from the licence the Authority should be notified in writing within 14 days. There is no fee for this process.

18. **Limousines**

A stretch limousine is a luxury saloon car with a lengthened wheelbase and an extended chassis.

The Authority recognises the role limousines have to play in the private hire trade to meet a public demand and as such it is necessary for them to come under the licensing system and the controls that this will allow. The Authority, however, has not developed a separate licensing regime for such vehicles. Rather it has widened the criteria of the current vehicle specifications that licensed vehicles must meet. Please see **Appendix A**.

Most limousines are imported for commercial purposes and are required to take an individual vehicle type approval (IVA) test. This ensures that the vehicles meet modern safety standards and environmental standards before being used on public roads.

The Authority has no objection to licensing limousines that are safe and fit for the road.

The Authority has given consideration to licensing left hand drive vehicles and vehicles with side facing seats, however, it believes that such vehicles are not suitable due to the safety issues that exist with such vehicles and as such will not licence them.

There shall be no sale or provision of alcohol from any vehicle without a current premises licence under the Licensing Act 2003 being in force. Under section 156 of the Licensing Act 2003 it is an offence to sell alcohol from a moving vehicle.

Funerals and Weddings

There is no requirement for a vehicle to be licensed where it is being used in connection with a funeral or is being wholly or mainly used by a person carrying on the business of a Funeral Director for the purpose of funerals.

A vehicle does not need to be licensed while it is being used in connection with a wedding.

19. **Executive Hire Private Hire Vehicles**

Private hire vehicles (not hackney carriages) used solely and exclusively for executive hire can be exempted under Section 75(3) of the Local Government (Miscellaneous Provisions) Act 1976 from the requirement to display a licence plate and the driver from wearing a driver's badge.

Any proprietor of a licensed private hire vehicle wishing to apply for this exemption should be engaged solely in the provision of an executive service.

The applicant must satisfy the Director of Public Health that the specification of the vehicle and the overall level of service provision constitutes an executive hire service. This is initially done by way of submission of a business plan, inspection of the vehicle and the proprietor of the vehicle in question being interviewed by a Licensing Officer of the Authority. Guidance notes are available from the Licensing Section.

Applications for an exemption can be made in writing, in person at a prescribed time or by post or e-mail.

If granted, an Exemption Notice will be issued to the proprietor. The Exemption Notice shall not be granted for a period of more than one year and shall expire upon the expiry of the private hire vehicle licence.

The Exemption Notice is granted subject to the licensed private hire vehicle being operated in accordance with standard conditions attached at **Appendix D** and any additional conditions. Failure to comply with these conditions may result in the withdrawal of the Exemption Notice. The conditions are attached at **Appendix D** to this Policy.

The private hire operator, proprietor and driver operating under the provisions of an executive Exemption Notice, remain subject to the requirements of the Local Government (Miscellaneous Provisions) Act 1976 with regard to the respective licences and the conditions attached in each case.

Any vehicle operating under this exemption may also request in writing to be exempt from the condition limiting the tint on the rear passenger windows (two rear passenger windows, back window and any rear side windows if present).

Any vehicle granted an exemption, and which has tinted windows, must not be engaged at all in any contract or provision of vehicle for the carriage of school children or based around the carriage of unaccompanied children/young persons (under age 18 years). The driver must not act as the accompanying adult. Further, the Operator must, unless such a vehicle has been specifically requested, inform a hirer that such a vehicle with tinted windows will be supplied.

20. **Tinted Windows**

In the case of vehicles where windows have been factory fitted as standard with a tint there will be no minimum light transmission requirement for all windows to the rear of the B pillar.

The windows (excluding the windscreen which must have a minimum light transmission of 75% and 70% minimum light transmission for front side windows) of any vehicle shall not be adapted so that less than the percentages detailed below of light is transmitted through it:

- 34% for all windows to the rear of the B pillar.

Licensing Officers are able to exercise their discretion as to the suitability of a vehicle where the light transmittance of the windows is below 34%. This discretion however does not apply to the front windscreen or the front side windows.

In addition to above, if the following criteria can be met there will also be no minimum light transmission:

- The vehicle is an executive hire vehicle operating under an Exemption Notice, and
- The vehicle will not be engaged at all in any contract or provision of vehicle for the carriage of minors or based around the carriage of unaccompanied children/young persons (under age 18 years). The driver must not act as the accompanying adult, and
- Approval has been given by the Director of Public Health.

The Operator must, unless such a vehicle has been specifically requested, inform a hirer that a vehicle with tinted windows as detailed above will be used to fulfill the booking.

21. **Closed Circuit Television (CCTV) in vehicles**

The purpose of CCTV is to provide a safe environment for the benefit of the driver and passengers by:

- Deterring and preventing the occurrence of crime
- Reducing the fear of crime
- Assisting the Police and Licensing Officers in investigating incidents of crime and/or complaints
- Assisting insurance companies in investigating motor vehicle accidents.

Where a CCTV system or similar recording device is in place it is a requirement that the proprietor must register their use of a CCTV system with the Information Commissioner's Office (ICO) in accordance with the requirements of the Data Protection Act 2018. Further information is available at <https://ico.org.uk/>

Any vehicle fitted with CCTV must display a sign approved by the Licensing Authority advising passengers that a CCTV system is in operation in the vehicle.

Where CCTV is in place in a vehicle it must be in full working order when passengers are being carried. The CCTV system must be maintained to manufacturers' standards.

The CCTV footage must be available for viewing by a Police Officer or an Authorised Officer of the Authority when a request to view the footage is made in compliance with the Data Protection Act 2018. Any failure to comply with such a request will be reported to the Licensing Section of the Authority for consideration of the appropriate action to be taken.

Any reports of misuse of CCTV will be referred to the relevant authority, for example, the Surveillance Camera Commissioner and the Information Commissioner's Office as well as the Authority.

22. **Environmental Considerations**

This Policy is listed in the Authority's Transport Strategy for 2017-2032 as a Policy that supports the delivery of the Transport Strategy in the Borough. The North Tyneside Transport Strategy was approved by Cabinet in May 2017 and commits to managing the Borough's transport network effectively having regard to all forms of transport including that provided by hackney carriage and private hire vehicles. This Policy has therefore been developed having regard to the Authority's Transport Strategy. The Transport Strategy for 2017-32 can be found on the North Tyneside Council website.

As detailed in Chapter 1, one of the objectives of this Policy is the promotion of environmental sustainability. To meet this objective the Policy seeks to promote the uptake of zero and ultra- low emission vehicles and to permit licenses to be granted only for those vehicles that comply with particular age requirements within this Policy.

Emissions from hackney carriage and private hire vehicles can be immediately improved through encouraging the better maintenance of vehicles and by drivers switching off their vehicle's engine when stationary and so preventing the idling of engines, including in particular hackney carriages parked at ranks or licensed vehicles waiting for a fare. Non-idling technology is becoming more prevalent in newer vehicles and over time all licensed vehicles should be able to make use of this technology.

23. **Emission/Age standards**

As part of the need to promote environmental sustainability and reducing pollution caused by road vehicles, this Policy introduces common requirements for emissions from hackney carriages and private hire vehicles. The age standards set out below aim to assist in meeting the need to improve air quality in the Borough and the wider region.

The following age standards will be implemented over a four year period:

- (i) From 1 April 2024 no new vehicle licence will be granted for the vehicle unless it is less than 4 years old
- (ii) From 1 April 2026 a vehicle licence will not be renewed unless the vehicle is less than 8 years old
- (iii) From 1 April 2027 a wheelchair accessible vehicle licence will not be renewed unless the vehicle is less than 8 years old.

All 'Full electric' and 'zero emission at source' vehicles will be exempt from the age standards set out above.

If any application is refused due to a vehicle failing to meet the age standard the licensee/applicant can appeal to Regulation and Review Committee against the decision to refuse to grant a licence or to the Magistrates' Court or Crown Court as appropriate.

24. **Insurance write offs**

Car insurance assessors use various categories of car insurance write off to rank the seriousness of accident damage. Two categories (A & B) represent very serious damage, but the remaining two categories (S & N) are for 'economic write offs' where the damage is considered too expensive to fix but does not necessarily amount to damage that is considered to be dangerous. Vehicles that have been declared to be an insurance write off in category A & B will not be licensed.

Vehicles that have been declared either category S or N write off may be licensed providing the standard of repairs can be verified and that the vehicle is considered to be safe in all regards. This can be done by either the applicant providing an appropriate Engineer's report, approved by the Authority, or by inspection of the vehicle at the Authority's test station.

25. **Licence Plate, Windscreen Disc and Door Decals**

Where a licence is issued, a licence plate, windscreen disc and door decals identifying the vehicle as a hackney carriage or private hire vehicle will be issued.

The licence plate displays the licence number, registration number and make, model and colour of the vehicle along with the maximum number of passengers that can be conveyed.

The plate must be securely fixed externally on or about the off-side area of the rear bodywork or rear bumper of the vehicle. The plate must be attached at all times. The plate always remains the property of the Authority and must be returned upon expiry, surrender, suspension or revocation of the licence.

The windscreen disc displays the licence number, expiry date of the licence and the maximum number of passengers that can be conveyed in the vehicle and must be displayed at all times in the upper corner of the nearside part of the windscreen.

The decals display the licence number of the vehicle and must be attached centrally to each front door of the vehicle. In the case of a private hire vehicle they must be securely affixed and in the case of Hackney Carriage Vehicle permanently affixed to the vehicle.

Unless a private hire vehicle has been issued with an Exemption Notice to operate as an Executive style vehicle (please refer to the relevant section above) the decals must remain affixed at all times the vehicle is operating and cannot be removed on an ad hoc basis.

26. **Conditions**

It is the responsibility of hackney carriage proprietor licence holders and private hire vehicle licence holders to ensure that they have read and fully understood the conditions that form part of their licence and fully understand the requirements imposed on them by such conditions. Failure to adhere to the conditions could result in disciplinary action being taken against the licence holder. Any proprietor of a licensed vehicle who claims not to be aware of the existence of a licence condition will be considered as not having taken sufficient care to ensure the safety and care of their passengers.

3. Drivers

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1. Licences

The Authority issues the following driver licences:

- Hackney carriage driver
- Private hire driver

Licences are issued subject to proof of eligibility – driving licence, knowledge test, criminal records check, medical assessment, eligibility to live and work in the UK and awareness of Child Sexual Abuse and Exploitation, including “County Lines”.

The statutory and practical criteria and qualifications for each licence are almost identical and therefore this chapter will apply to all driver licences. However, where differences exist between the licensing regimes, reference will be made to it in this Policy.

Decision making in relation to licensing of drivers is an onerous duty requiring the Authority to take decisions in the interests of the wider community and not in the interests of the licensee or applicant. The safety of the public is the paramount objective of the Authority.

The Authority is aware that in respect of an application for an initial grant of a licence, it is for the applicant to satisfy the Authority on the balance of probabilities that he/she is a fit and proper person to be granted a licence.

An applicant or licensee should not be 'given the benefit of doubt' and if the committee or delegated officer is only "50/50" as to whether the applicant or licensee is a 'fit and proper' person to hold a licence, they should not hold a licence. The threshold used here is lower than for a criminal conviction (that being 'beyond reasonable doubt') and the Authority can take into consideration, amongst other things, conduct that has not resulted in a criminal conviction for whatever reason.

Once a person is licensed they shall be presumed to remain a fit and proper person to be licensed unless evidence satisfies the committee or delegated officer that the licensee is no longer a fit and proper person as a result of a conviction, caution, fixed penalty or community resolution, complaint, other non-conviction information or medical evidence that comes to the Authority's attention.

2. **Experience**

All applicants must have held a full UK or European Economic Area (EEA) driving licence or that from a Designated Country for at least 12 months before the date of the application. A full list of EEA Countries is available from the Licensing Section of the Authority.

3. **Right to work**

Applicants for a licence will be required to prove that they have a right to live and work in the UK before being considered for a licence and no licence will be granted/ renewed until the applicant is able to prove this requirement. If leave to remain in the country is for a period of less than 3 years a shorter licence will be issued.

All new applicants a Right to Live and Work in the UK check will be carried out.

4. **Driver Knowledge/ Test**

In order to determine the fitness of a person to hold a licence, all new applicants are required to sit and pass a test on their knowledge of driver conduct, licensing legislation, awareness of Child Sexual Abuse and Exploitation, including 'County Lines' and the highway code. Applicants for a hackney carriage driver's licence will also be tested on their knowledge of the local geography.

Applicants will be permitted to have 3 attempts at passing the knowledge test. If an applicant fails to pass the test after 3 attempts, they will be required to wait for a period of at least 1 month from the date of the last test taken by them before being permitted to sit the test again.

No driver's licence will be issued without the applicant first gaining a knowledge test pass certificate. If an applicant does not apply for the initial licence and 12 months elapses before an application for a licence is made the applicant will be required to sit a further knowledge test.

The Authority views candidates who cheat or attempt to cheat during the test to be acting dishonestly. Any candidate found cheating will be disqualified and the test fee will be forfeited. In addition, in such cases, the candidate's conduct will be taken into consideration when determining their application for a licence.

5. **Disclosure and Barring Service Check**

Given the role of a hackney carriage or private hire driver the Authority has determined that an Enhanced Disclosure provided by the Disclosure and Barring Service (DBS) is required by all new applicants for a licence. Once licensed, drivers will be required to undergo a further enhanced criminal record check at each three-yearly renewal of their licence. A DBS check on a driver is an important measure in assessing whether or not an applicant is suitable to hold a hackney carriage, private hire or dual hackney carriage/private driver's licence.

The Enhanced Disclosure provides details of all convictions, cautions, fixed penalties and community resolutions held on the Police National Computer. The Enhanced Check will include information held on the DBS's Children and Adult Barred Lists of those individuals considered unsuitable or banned from working with children or vulnerable adults.

In addition, where appropriate the Disclosure Unit of the Police will share with the Authority other relevant information disclosed at the Chief Officer of Police's discretion.

These disclosures include details of spent and unspent convictions, cautions and intelligence. By virtue of the Rehabilitation of Offenders Act 1974 (Exception) Order 1975, the Rehabilitation of Offenders Act 1974 does not apply to applicants for hackney carriage or private hire driving licences and convictions of such drivers are never spent.

6. **DBS Process**

The Authority does not accept paper applications for Disclosures from the Disclosure and Barring Service (DBS). Applicants applying for a hackney carriage or private hire driver's licence must complete an on-line DBS form and this must be done before submitting the application for the licence to the Licensing Section of the Authority.

To complete an on-line DBS form, applicants will need access to the internet. There are Customer First Centres located in the Borough where computer facilities are offered. Additional guidance on completing the online application is available from the Licensing Section or on the Authority website at www.northyntside.gov.uk

DBS checks are not portable and only DBS checks applied for through North East Regional Employers Organisation (NEREO), the Authority's service provider, will be accepted. After completing the on-line application applicants will be given a submission reference number. Applicants will need to make a note of this reference number as the Licensing Section will require this at the time of submission of the application for the Licence. Where an applicant is already signed up to the Update Service the acceptance of this will be considered on a case by case basis.

A minimum of three forms of identity will be required in order to verify the identification of an applicant. The full list of approved documentation is available from the Licensing Section of the Authority or on the Authority's website at www.northyntside.gov.uk.

The Authority requires applicants and existing drivers to subscribe to the DBS Update Service. An additional fee payable to the DBS will be required in relation to this service. The Update Service will allow criminal record certificates to be kept up to date.

Licensees will need to provide the Authority with their Disclosure Certificate when applying for a licence or renewal of a licence and complete and sign a Mandate confirming that they consent to the Authority carrying out online checks.

The Update Service will then allow the Authority to carry out free, instant online checks of an individual's certificate to check it is up to date. Such checks will be carried out at six monthly intervals and, if otherwise appropriate, at any other time. The Authority will only have to seek a new criminal record check if the DBS advises that something has changed. Further information is available on the Disclosure and Barring Service website at www.gov.uk/dbs. Failure to subscribe to the Update Service will result in the driver's licence being suspended

7. Manual DBS Certificates

The Disclosure and Barring Service occasionally are unable to issue a normal Enhanced Disclosure and instead issue a Manual Certificate which prevents an individual from subscribing to the Update Service.

In such cases the Authority will require the driver to complete an Annual Declaration for the period their hackney carriage/private hire driver's licence remains in force confirming they have not been cautioned by the police or other regulatory body, have not been convicted of any offence(s) including motoring offences and that there are no ongoing criminal investigations or court proceedings in their name. Failure to complete the Annual Declaration will result in the driver's licence being suspended.

8. Applicants who have spent time abroad

If an applicant is newly resident in the UK, they must still apply for an enhanced DBS check regardless of the period of time they have spent in the UK.

Where an applicant has been continually absent from the United Kingdom and Channel Islands for 3 months or more an enhanced DBS disclosure in itself will be insufficient to satisfy the Authority that the applicant is a fit and proper person, as the DBS does not routinely provide criminal record information from non-UK countries. Such applicants should provide a Certificate of Good Conduct or equivalent document from each country where they have been resident/ domiciled.

A Certificate of Good Conduct or equivalent document is an extract from the judicial record or administrative authority in the relevant country testifying to good conduct and/or to any criminal convictions recorded against the individual.

The Director of Public Health may approach the relevant Embassy or appropriate body directly to verify documents provided. The applicant will be advised of any costs involved (e.g. in relation to translation) and these costs must be met by the applicant.

The Authority may require the applicant to submit additional information and references.

At all times, the Authority's aim is to protect members of the public who are using vehicles and drivers licensed by the Authority and thus if the documentation produced does not satisfy the Authority, then the application will be refused.

Asylum seekers or persons granted asylum/refugee status will not be required to produce a Certificate of Good Conduct from the country they are claiming asylum from. To gain this exemption the applicant must provide a Certificate of Registration or a letter issued by UK Visas and Immigration confirming the above and must submit a written request to the Authority for the exemption to apply. A DBS check for time spent in the UK will still be required.

The Director of Environment, Housing & Leisure may determine such applications or refer them to the Regulation & Review Committee.

9. **Relevance of Convictions, Fixed Penalties, Community Resolutions, Cautions and Conduct**

In relation to the consideration of convictions, cautions, fixed penalties and community resolutions recorded against a person and concerns about their conduct please refer to Section A of Chapter 7 of this Policy – Guidance as to the Relevance of Convictions, Cautions, Fixed Penalties and Community Resolutions and Section B of Chapter 7 - Conduct.

In assessing whether the applicant is a fit and proper person to hold a licence, or if an existing driver continues to be a fit and proper person the Authority will consider each case on its own merits.

In some cases, the Authority may require additional DBS checks at a cost to the licensee.

10. **National Register of Taxi Licence Refusals and Revocations (NR3)**

The Authority has signed up to the National Register of Taxi Licence Refusals and Revocations (NR3). On receipt of an application for a hackney carriage or private hire driver's licence this register will be checked for any information concerning the applicant. In addition, should an application for a hackney carriage or private hire driver's licence (new and renewal) be refused, or when an existing drivers' licence is revoked, that information will be placed upon the register.

The Policy that covers the use by the Authority of the information contained on the NR3 register can be found at www.nortytyneside.gov.uk

11. **Referrals to the Disclosure & Barring Service (DBS)**

In some circumstances it may be appropriate under the Safeguarding Vulnerable Groups Act 2006 for the Authority to make a referral to the DBS and the police. A decision to refuse or revoke a driver's licence because they are considered to pose a risk of harm to a child or vulnerable adult will be referred to the DBS.

A referral by the Authority to the DBS will be made when it is thought that:

- a) A person has harmed or poses a risk of harm to a child or vulnerable adult
- b) A person has satisfied the 'harm test' set out in section 39(3) of the Safeguarding Vulnerable Groups Act 2006 or
- c) A person has received a caution or conviction for a relevant offence; and
- d) The person being referred is, or might in the future be, working in regulated activity.

Following the referral, if the conditions in a) to d) are satisfied the DBS may consider it appropriate for the person to be added to the 'barred list'.

Information on the DBS service and referrals made to them is available here <https://www.gov.uk/guidance/making-barring-referrals-to-the-dbs>

12. **Medical Assessment**

Upon an initial application for a driver's licence the applicant shall produce a completed Medical Certificate Form MC1. This must be completed by the applicants own G.P or a Medical Practitioner with access to the applicant's full medical history. The applicant is responsible for paying the fee for the examination. If necessary, the G.P. may return the completed form direct to the Licensing Section.

Group 2 Medical Standard of Fitness applies. Please refer to Chapter 7 for more details with regard to medical fitness.

Applicants attaining 45 years of age must provide evidence of their medical fitness to hold a licence every five years up until the age of 65 years, after which a medical examination is required every year.

Where a medical examination is due within the term of the licence, the Authority will contact the driver in writing to advise of this. Should the medical certificate not be provided within the relevant timescale, the driver's licence will be suspended until such time as a medical certificate is provided and in certain cases the suspension will be with immediate effect.

Holders of DVLA Group 2 Licences will not be required to provide a medical certificate provided their licences are valid and evidence is produced to confirm this.

In other cases where a more in depth medical has been undertaken for a specific profession (e.g. pilot's licence) then this will be considered on a case by case basis by the Licensing Section.

13. **Child Sexual Abuse and Exploitation (CSAE) (Including 'County Lines')**

The Authority understands that it must ensure that the hackney carriage and private hire licensing regime protects the vulnerable including children and that Child Sexual Abuse and Exploitation can have a long-term devastating effect.

Child Sexual Abuse and Exploitation (CSAE) is 'everybody's business' and the Authority is committed to working in partnership with and supporting local businesses and the community to raise awareness of this issue. Licensed drivers may see, hear or recognise situations or behaviour that may be of concern to them. As well as being in a position of trust drivers play an important role in helping to safeguard vulnerable people. It is important therefore that licensed drivers and applicants undergo awareness training to assist in the prevention of sexual abuse and exploitation and to know how to report it. By key agencies working together and sharing information sexual abuse and exploitation can be prevented, children and young people are protected, and perpetrators of sexual offences prosecuted.

It is a requirement that all new applicants for a hackney carriage/private hire driver's licence to undertake Child Sexual Abuse and Exploitation awareness training prior to being issued a licence, including 'county lines' exploitation.

All existing drivers are required to undertake sexual exploitation awareness refresher training every three years, with regular updated information leaflets circulated to drivers when required. If refresher training is not completed the driver will be referred to Regulation and Review Committee.

14. **Tax Conditionality (HMRC)**

From 4 April 2022 all individuals applying to renew their licence to drive a hackney carriage or private hire vehicle will need to complete a tax check. Drivers will need a tax check reference number which can be obtained by submitting their details into an online service.

The licensing authority will use this to confirm with HMRC that a tax check has been completed. If a tax check is not completed, the licensing authority will be unable to consider your application to renew your licence and your current licence will expire.

New applicants for a licence will be required to confirm they understand their tax responsibilities and are aware of the guidance in order to be properly registered for tax in the future. If new applicants do not confirm that they are aware of the guidance they will not be issued with a licence.

Further information on is available at:

<https://www.gov.uk/government/publications/licence-application-tax-check-communications-resources/tax-check-factsheet>

15. **Three Year Driving Licences**

In the majority of cases the Authority will issue driver licences for up to three years. In certain cases, a three-year licence will not be appropriate but the Licensing Section will advise if this is the case.

16. **Application Procedure**

17. **New Applications**

The following documents are to be submitted in person at a prescribed time or online as applicable for a **new** application:

- Fully completed application form
- Medical Certificate Form (MC1) completed by applicant's own GP or one who has had access to the applicant's full medical history and/or any relevant electronic medical records held or evidence provided that a DVLA Group 2 licence is held. A suitable alternative medical will be considered on a case by case basis
- DBS Submission Reference Number together with appropriate identity documents or evidence provided to confirm subscription to the DBS Update Service, or if already subscribed to the Service, a current DBS Certificate
- Fully completed DBS Update Service Mandate form (if required)
- Knowledge Test pass certificate
- Driving Licence
- Fully completed mandate for DVLA licence check
- Evidence of a right to reside and work in the UK
- Evidence of completion of CSAE awareness training
- Confirmation tax responsibilities are understood and are aware of HMRC guidance
- Any additional information requested by the Licensing Section.

Fees:

- Licence fee including DBS check fee if required.

The application will not be determined until the knowledge test has been taken and passed, a medical certificate and Enhanced Disclosure and where applicable a Certificate of Good Conduct and any additional information requested are received by the Authority. Any incorrectly completed forms will be returned.

If the application is withdrawn or refused the fee will be refunded minus the proportion of the charge for the DBS and knowledge test fee and an administrative charge. Should the application be appealed, the administrative charge will be higher.

18. **Renewals**

Applications to renew a licence must be submitted in person at a prescribed time or on-line as applicable prior to the expiry date of the current licence.

There is no legal requirement for the Authority to send out reminders for renewals for licences, but to aid drivers the Licensing Team will endeavour to do so. However, the responsibility rests with the driver to ensure documentation is provided within the appropriate timescales. If the required documents are not produced the application will not be determined and the application treated as incomplete.

The following documents are to be submitted for a **renewal** application:

- Fully completed renewal form
- Medical Certificate Form (MC1) completed by applicant's own GP or one who has had access to the applicant's full medical history and/or any relevant electronic medical records held or evidence provided that a DVLA Group 2 licence is held. A suitable alternative medical will be considered on a case by case basis, if required
- DBS Submission Reference Number together with appropriate identity documents or Evidence provided to confirm subscription to the DBS Update Service
- Fully completed DBS Update Service Mandate form (if required)
- Driving licence and/or fully completed DVLA mandate
- Evidence of a right to reside and work in the UK (where required)
- Evidence of completion of a refresher CSAE awareness package (when required)
- Tax check reference number
- Any additional information requested by the Licensing Section.

Holders of existing driver's licences must apply to renew their licence in the four weeks preceding the expiry date and the licence holder is encouraged to submit the application at least 10 working days prior to the expiry of the existing licence to allow the application to be processed. Renewal applications submitted after the expiry date will not be accepted. Any late renewals will be classed as a new application with Grandfather Rights and a higher licence fee will apply.

Fees:

- Licence fee including DBS check fee if required.

If the application is refused the fee will be refunded minus the proportion of the charge for the DBS and an administrative charge. Should the application be appealed, the administrative charge to be paid will be higher.

19. **Incomplete applications**

An application to renew a licence that has been submitted with the appropriate licence fee prior to the expiry of that licence, but is incomplete, will not be processed.

In such cases the Authority will issue a written request to the licensee for the additional information to be provided within 14 days of the expiry of the licence. During this time the licensee can continue to drive.

If the licensee fails to provide the information within this time period the application will be refused, to which the licensee will have a right of appeal. During this time the licensee can also continue to drive. If no appeal is received within 21 days, then the driver must cease driving.

Renewal applications will be processed and a driver's licence issued pending any required enhanced DBS check, unless the Authority has reasonable grounds for concern in which case the renewal will not be granted until or unless these concerns have been resolved.

Any licence that is issued pending the result of a DBS check will be on a "without prejudice basis" meaning such licences are issued without prejudice to any subsequent decision that the Authority may make when all of the relevant information from the DBS check is to hand.

If no evidence is provided of an enhanced DBS check having been submitted and sufficient accompanying documents to proceed with the renewal application, the application will not be accepted and no "without prejudice" licence issued.

If convictions, cautions etc. or charges are disclosed in the DBS check, the Director of Public Health will make a decision as to their relevance. The Authority may require further information from the Police, Crown Prosecution Service or other agencies prior to making a decision. If the information received is deemed relevant according to this Policy, the application for renewal of a licence may be refused. Appeals against a refusal must be made in writing to the Regulation and Review Committee and/or Magistrates Court and be received within 21 days of receipt of the decision.

If details of any convictions, cautions etc. are received through the DBS check process and these were not disclosed by the applicant on the signed declaration form stating that there are no new convictions, cautions, fixed penalties or

community resolutions then this will be treated seriously, and the appropriate action taken in accordance with the Authority's Enforcement Policy.

The Director of Public Health may refer a decision to renew a driver's licence to the Regulation and Review Committee.

If a renewal of a licence is refused the decision and reasons for the decision will be notified in writing to the applicant or licensee within 5 working days of the decision.

20. **Grandfather Rights**

The Authority will take account of the previous DBS check and medical history held of any driver who has not renewed their driver's licence but re-applies within 6 months of the expiry date. If a knowledge test has been passed, then a period of 12 months will apply in relation to this.

21. **Driver Identity badges**

Where a licence is issued, drivers will be issued with two identity badges detailing their name, licence number, expiry date of the licence and a photograph of the licensee. One badge must be worn at all times when the driver is working. Drivers are required to display the other badge in the vehicle where it is clearly visible to passengers.

Where an applicant has applied for and been granted both a hackney carriage driver's licence and a private hire driver's licence, rather than issue two identity badges for each type of licence (i.e four identity badges) the Authority will issue two 'Dual Licence' identity badges denoting that the driver is licensed to drive either type of vehicle.

Lost or damaged badges must be notified to the Licensing Section by the next working day. A fee will be charged for each replacement badge.

22. **Conditions of Licence/Byelaws**

The conditions set out at **Appendix E** are considered reasonably necessary and as such may be legally imposed in respect of private hire drivers.

The Authority is not permitted to attach conditions to a hackney carriage driver's licence. The Authority has adopted Byelaws which regulate hackney carriage drivers. It is, however, empowered to attach conditions to a private hire driver's licence as are considered necessary.

It is the responsibility of a private hire driver on the grant of a driver's licence to ensure that they have read the conditions attached to the licence and to fully understand the requirements imposed on them by such conditions. Failure to adhere to the conditions could result in disciplinary action being taken against the driver.

No private hire driver should be operating as a licensed driver without being aware of the conditions attached to their licence and all drivers will be expected to have read the conditions on receipt of their licence.

It is the responsibility of a hackney carriage driver on the grant of a driver's licence to ensure that they have read the Byelaws adopted by the Authority which regulate their driver's licence. Please see **Appendix I** for Byelaws. Failure to adhere to the Byelaws could result in disciplinary action being taken against the driver including prosecution.

23. **Code of Good Conduct**

The Authority has introduced a Code of Good Conduct for all drivers that the Authority encourages drivers to operate in accordance with. This serves to promote the objectives set out in this Policy in respect of hackney carriage and private hire licensing. This Code of Good Conduct will be taken into consideration when determining disciplinary matters.

The Code of Conduct is attached at **Appendix F** to this policy.

24. **Driver's Dress Code**

A dress code serves to enhance the professional image of the hackney carriage and private hire trade and promotes the concept that drivers of licensed vehicles are vocational drivers.

In order to raise the standard of the licensed trade, drivers should operate at all times in a professional manner and conform to a minimum standard of dress. A Dress Code for licensed drivers is therefore in place and attached at **Appendix G** to this Policy. The Authority will not impose such standards by way of conditions to any licence. It is expected, however, that such standards will be maintained at all times.

4. Private Hire Operators

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1. Requirements and obligations

Any person who operates one or more private hire vehicles must apply to the Authority for a private hire operator's licence.

The objective in licensing private hire operators is to ensure the protection of the public who will be using the operator's premises and the vehicles and drivers arranged through them.

A private hire vehicle may only be despatched to a customer by a private hire operator who holds an operator's licence. Such a licence permits the operator to make provision for the invitation or acceptance of bookings for a private hire vehicle.

A private hire operator must ensure that every private hire vehicle despatched by him/her is licensed and driven by a person who holds a private hire driver's licence. All three licences (operator, vehicle and driver) must be issued by the Authority.

It is a criminal offence to operate a private hire vehicle without an operator's licence.

Operators and prospective operators need to familiarise themselves with the law and ensure they employ suitable work methods in order to comply with the law and avoid committing licensing offences.

Applications for an operator's licence must be made on the prescribed form and the appropriate fee paid. The Authority will then decide whether the applicant is a fit and proper person to hold an operator's licence.

Whilst it is accepted that an operator does not have the same level of direct contact with the public as a licensed driver (unless s/he holds a hackney carriage or private hire driver's licence), it is nevertheless the case that in performing their duties an operator will be in possession of considerable amounts of personal and private information. Such information must be treated in confidence, and must not be disclosed to others or used by the operator or their staff for criminal or other unacceptable purposes.

Therefore, the Authority needs to be satisfied that an operator is a fit and proper person to hold, or continue to hold, an operator's licence.

For the reasons set out above and because the public must have trust and confidence in the safety and integrity of the private hire system, similar standards will be applied to operators as to drivers outlined in this Policy.

When determining the fitness and propriety of operators, Officers and Members will consider the following test:

"Would I be comfortable providing sensitive information such as holiday plans, movements of my family or other information to this person, and feel safe in the knowledge that such information will not be used or passed on for criminal or unacceptable purposes?"

If the answer to this question is an unqualified yes, then the test is satisfied. If Officers or Members have doubts then further consideration will be given as to whether the individual is a fit and proper person to hold an operator's licence.

The Authority may also require additional information from an applicant/operator when determining an application such as, details of policies on lost property, dealing with complaints, record keeping and employing ex-offenders in any role connected to the booking/dispatch of vehicles.

An operator will be required by way of a licence condition to keep a register of all staff that take bookings and/or dispatch vehicles and have available the information required in the 'Booking/Dispatch Staff' section below.

2. **Criminal Record Checks**

Private hire operator's licences will only be granted to persons that the Authority is satisfied are fit and proper and pose no threat to the public and have no links to serious criminal activity. This will be ascertained by way of a Basic Disclosure of any criminal convictions from the Disclosure and Barring Service, information requested on the application form or if deemed necessary during interview with the Licensing Officer.

Before an application for a private hire operator's licence will be considered the applicant (whether this be an individual or the Director of a limited company) must provide a current (less than 1 month old) Basic Disclosure of criminal convictions from the Disclosure and Barring Service. If the applicant is currently licensed as a driver with this Authority, they will be exempt from this requirement as they will already have had a higher level of criminal record check.

Where a private hire operator's licence is in force in the name of a limited company and a new director(s) is/are proposed to be appointed to that limited company then each proposed director will be required to provide a Basic Disclosure of convictions from the Disclosure and Barring Service. If the proposed new director is currently licensed as a driver with this Authority they will be exempt from this requirement.

In exceptional circumstances, the Authority may take relevant spent convictions into account having regard to the factors set out in the judgment of *Adamson v Waveney District Council* [1997] 2 All ER 898 when determining an individual's suitability to hold an operator's licence. In the case of a company, any relevant spent convictions of an officer of the company may be taken into account in exceptional circumstances when determining the suitability of the company to hold a licence.

3. **Booking/Dispatch Staff**

The Authority needs to be satisfied that an operator can demonstrate that all of their staff that have contact with the public and/or oversee the dispatching of vehicles do not pose a risk to the public. For this reason, an operator's licence will include a condition requiring the operator to keep and maintain a register of all staff that take bookings and/or dispatch vehicles.

Operators will also be required to evidence that they have had sight of a Basic DBS check on all individuals listed in their register of booking and dispatch staff and to ensure that Basic DBS checks are conducted on any individual added to the register and that this is compatible with their policy on employing ex-offenders. DBS certificates provided by the individual should be less than 1 month old when viewed by the operator, alternatively the operator could use a 'responsible organisation' to request the check on their behalf. When individuals start taking bookings and dispatching vehicles for an operator they should be required, as part of their employment contract, to advise the operator of any convictions while they are employed in this role.

The operator's register of staff must be a 'living document' that is kept up to date and maintains records of all those in these roles for the same duration as booking records are required to be kept by way of a licence condition, i.e. not less than one year. This will enable cross-referencing between the register of staff and the booking records.

A record of the fact that the operator has had sight of a basic DBS check certificate (although the certificate itself should not be retained) should be retained for the duration that the individual remains on the register. Should an employee cease to be on the register and later re-entered, a new basic DBS certificate should be requested and sight of this recorded.

The register must be available for inspection at the request of an Officer of the Authority.

4. **Tax Conditionality (HMRC)**

From 4 April 2022 all individuals applying to renew their licence to operate private hire vehicles will need to complete a tax check. Operators will need a tax check reference number which can be obtained by submitting their details into an online service. The licensing authority will use this to confirm with HMRC that a tax check has been completed. If a tax check is not completed, the licensing authority will be unable to consider your application to renew your licence and your current licence will expire.

New applicants for a licence will be required to confirm they understand their tax responsibilities and are aware of the guidance in order to be properly registered for tax in the future. If new applicants do not confirm that they are aware of the guidance they will not be issued with a licence.

Further information on is available at:

<https://www.gov.uk/government/publications/licence-application-tax-check-communications-resources/tax-check-factsheet>

5. **Conditions**

The Authority has power to impose such conditions on an operator's licence as it considers reasonably necessary.

On the grant of an operator's licence the operator must read and understand the conditions attached to the licence. Failure to adhere to the conditions of the licence could result in disciplinary action being taken against the operator.

No operator should be operating as such without being aware of the conditions attached to their licence and all operators will be expected to have read the conditions on receipt of their licence.

Appendix H sets out the model conditions to be attached to an operator's licence which cover the standards of service expected.

6. **Other obligations**

Applicants are advised to ensure that the appropriate public liability insurance has been taken out for premises and that appropriate planning permission is in place.

Applicants for operator licences (new or renewal) will be required to prove that they have a right to work in the UK before being considered for a licence. No licence will be granted until the applicant is able to prove that they have a right to work in the UK. If leave to remain in the country is less than 5 years a shorter licence will be issued.

All new applicants and on the first renewal for existing drivers a Right to Live and Work in the UK check will be carried out.

7. **Application Procedure**

8. **New Application**

The following documents are to be submitted in person at a prescribed time or by post, online or e-mail for a new application:

- Application form
- Basic Disclosure of criminal convictions certificate (if not currently licensed as a driver) of the applicant(s)
- Evidence of a right to reside and work in the UK (where required)
- Business Plan
- Confirmation tax responsibilities are understood and are aware of HMRC guidance
- A register of their staff who take bookings or despatch vehicles and operators (if available, otherwise provided within one month of the issue of the licence).
- Officers may require a site visit to the premises prior to the determination of the application for an operator's licence.
- Any additional information requested by the Licensing Section

Fees:

- Licence fee

If the application is withdrawn or refused the fee will be refunded minus an administrative charge. Should the application be appealed, the administrative charge will be higher.

9. **Renewals**

Applications to renew a licence must be submitted in person at a prescribed time or by post, on-line as applicable prior to the expiry date of the current licence.

There is no legal requirement for the Authority to send out reminders for renewals for licences, but to aid operators the Licensing Team will endeavour to do so. However, the responsibility rests with the operator to ensure documentation is provided within the appropriate timescales. If the required documents are not produced the application will not be determined and the application treated as incomplete.

The following documents are to be submitted for a **renewal** application:

- Fully completed renewal form
- Basic Disclosure of criminal convictions certificate (if not currently licensed as a driver) of the applicant

- Evidence of a right to reside and work in the UK (where required)
- Tax check reference number
- Any additional information requested by the Licensing Section.
- Officers may require a site visit to the premises prior to the determination of the application for an operator's licence.

Fees

- Licence fee.

Holders of existing operator licences must apply to renew their licence in the four weeks preceding the expiry date and the licence holder is encouraged to submit the application at least 10 working days prior to the expiry of the existing licence to allow the application to be processed. Renewal applications submitted after the expiry date will not be accepted.

If the application is withdrawn or refused the fee will be refunded minus an administrative charge. Should the application be appealed, the administrative charge will be higher.

10. Incomplete applications

An application to renew a licence that has been submitted with the appropriate licence fee prior to the expiry of that licence, but is incomplete, will not be processed.

In such cases the Authority will issue a written request to the licensee for the additional information to be provided within 14 days of the expiry of the licence. During this time the licensee can continue to operate.

If the licensee fails to provide the information within this time period the application will be refused, to which the licensee will have a right of appeal. During this time the licensee can also continue to operate. If no appeal is received within 21 days, then the operator must cease operating.

The Director of Public Health may refer a decision to renew an operator's licence to the Regulation and Review Committee. If a renewal of a licence is refused the decision and reasons for the decision will be notified in writing to the applicant or licensee within 5 working days of the decision.

11. Grandfather Rights

The Authority will take account of the previous DBS check held of any operator who has not renewed their operator's licence but re-applies within 6 months of the expiry date.

12. Licence Duration

Operator's licences will have a duration of up to five years. Fees paid in relation to operator licences will be subject to a partial refund on the unexpired portion of the licence should the operator choose to surrender their licence.

Refunds will be payable in relation to each full year remaining on the licence and an administration fee will be levied.

13. **Address from which an operator may operate**

Upon grant of an operator's licence the Authority will specify the address or addresses from which the operator may operate. The premises must be in North Tyneside.

If an operator wishes to change the premises from which they operate they should seek approval from the Authority prior to any change.

14. **Record Keeping**

Operators are required to keep records of each proprietor, vehicle and driver, booking records, including the name of the passenger, the destination, the name of the driver, the number of the vehicle and any fare agreed at the time of booking. **Appendix H** refers.

Records should be preserved for a period of not less than 12 months and be available for inspection at the request of an Officer of the Authority or Police Officer.

15. **Change of Home Address**

The operator must advise the Licensing Section of the Authority in writing of any change of his/her home address within 7 days of such a change taking place.

16. **Convictions, Cautions, Fixed Penalties and Community Resolutions**

The operator shall disclose to the Authority within 7 days in writing of any conviction, caution, fixed penalty or community resolution received in relation to themselves or in the case of a limited company, against the company, its secretary or any of its directors.

17. **Use of Passenger Carrying Vehicles (PCV) Licensed Drivers and Public Service Vehicles (PSV)**

Members of the public who book a private hire vehicle through the operator are entitled to expect that they will receive a private hire licensed vehicle and driver rather than a PCV licensed driver driving a PSV.

An operator's licence will include a condition prohibiting the use of a driver who holds only a PCV licence and the use of a PSV without the informed consent of the person making the booking. The operator will be required to evidence the informed consent of that person.

18. **Material Change in Circumstances**

If a proposed material change in the circumstances of the operator's business or method of operation since the grant of the last operator licence is considered (for example a proposed new Director or a change of premises) the operator shall notify the Authority in advance of such material change so that the proposed change can be considered by the Authority.

19. **Sub-Contracting and Outsourcing Bookings**

Private hire operators are legally permitted to sub-contract or outsource a booking to another licensed private hire operator. In cases of outsourcing the operator must ensure that that the operator to which the booking has been outsourced will provide evidence of comparable protections to protect children and vulnerable adults. This evidence must be in the form of a written undertaking and shall be available for inspection at the request of an Officer of the Authority. This does not apply to bookings sub-contracted to another private hire operator.

5. Hackney Carriage Fares

Contents

1. General
2. Fare Tariff Formula
3. Table of Fares
4. Receipts
5. Overcharging
6. Additional tariffs

1. General

Licensing authorities have the power to set hackney carriage fares for journeys within the prescribed area.

Hackney carriage fares, set by the Authority, are a maximum and can be negotiated downwards by the hirer.

The Authority may review the fare scales when requested by the trade. When determining the level of fares consideration will be given to what is reasonable to expect the travelling public to pay as well as the need to give the drivers an incentive to provide a service at all times it is needed.

The Authority is not able to set fares for private hire vehicles. It is a matter for negotiation between the hirer and private hire operator.

When a hackney carriage vehicle is used for private hire services the fare charged cannot exceed that which would be charged under the table of fares applicable to hackney carriages. The meter must be used for all journeys. Failure to comply with that requirement is an offence.

When a journey ends outside of the Authority's district a fare greater than that shown on the meter may be charged but only if an agreement has been made with the hirer in advance. In the absence of such an agreement, only the metered fare can be charged. The meter must be used during all journeys. Failure to comply with these requirements is an offence.

2. Fare Tariff Formula

The Authority prescribes the maximum fares that can be charged by a hackney carriage. The table of fares is not attached to this Policy as it is reviewed annually or more frequently depending on emerging circumstances e.g. the economic climate. A current table of fares is available from the Licensing Section or on the Authority website at www.northtyneside.gov.uk.

A formula is used to set maximum fares and charges. A full explanation of the formula is available from the Licensing Office.

A Notice of any variation to the maximum fare will be advertised in the Newcastle Evening Chronicle or similar newspaper with a date set of 14 days from publication for making objections to the variation of fares.

If no objections are received the fare variation will have immediate effect at the end of the date stated for lodging objections. If any objections are received these will be referred to the Director of Public Health.

3. **Table of Fares**

Tables of fares will be provided to each hackney carriage licensee, which must be displayed in the vehicle so that they are easily visible to all hirers. Replacement fare tables are available from the Licensing Office for an additional fee.

4. **Receipts**

A hackney carriage driver must, if requested by the passenger, provide a written receipt for the fare paid.

5. **Overcharging**

All meters must be calibrated to the correct fare scale. It is an offence for the driver to demand more than the fare shown on the meter. Wheelchair users cannot be charged extra for transportation.

6. **Additional Tariffs**

Any additional tariff(s) programmed to a taximeter (for example private hire operator rates) must only be at a rate lower than the official hackney carriage fares in force at that time.

Where a vehicle is fitted with a taximeter that is found to have a tariff at a higher rate than the official hackney carriage rate the vehicle licence will be suspended.

6. Fees

Contents

1. Fee Structure
2. Variations to fee structure
3. Payments
4. Payment Refunds

1. Fee Structure

The Local Government (Miscellaneous Provisions) Act 1976 permits local authorities to set fees for hackney carriage and private hire vehicles, drivers and operator licences. The legislation permits the local authority to recover the cost of providing the licensing scheme and such fees must be reasonable.

Section 53 (2) of the 1976 Act controls the levying of fees in respect of driver's licences for both hackney carriages and private hire vehicles. Section 70 of the 1976 controls the levying of fees for hackney carriage proprietor's licences, private hire vehicle licences and private hire operator's licences.

The current scale of fees and charges are available from the Licensing Office and via the Authority website at www.northynteside.gov.uk.

2. Variations to fee structure

The fee structure is reviewed annually as part of the Authority's budgetary process. Notice of the current scale of fees will be supplied to new applicants at the time of application.

A Notice of any variation to the maximum fees will be advertised in the Newcastle Evening Chronicle newspaper or similar newspaper with a date set 28 days from publication for making objections to the variation of fees.

If no objections are received the fee variation will have immediate effect at the end of the 28 day period specified for objections. If any objections are received the matter will be referred to Regulation and Review Committee for consideration.

3. Payments

Payments can be made in the form of cheques by post made payable to the Authority or by debit or credit card.

4. Surrender of Licence Refund Payments

Where a licence is surrendered the refund of the licence fee will be calculated on annual maintenance and annual management costs and will exclude the Basic cost/Application process.

Fees paid in relation to hackney carriage and private hire vehicle licences are subject to a partial refund on the unexpired portion of the licence, minus any test fee(s), should the proprietor choose to surrender their licence during the period of the licence. Refunds are payable for each full quarter left and an administration fee will be levied.

Fees paid in relation to hackney carriage and private hire driver licences are subject to a partial refund on the unexpired portion of the licence should the driver surrender their licence during the period of the licence. Refunds are payable for each full year left and an administration fee will be levied.

Fees paid in relation to private hire operator licences are subject to a partial refund on the unexpired portion of the licence should the operator surrender their licence during the period of the licence. Refunds are payable for each full year left and an administration fee will be levied.

7. **Convictions, Cautions, Conduct, Fixed Penalties, Community Resolutions & Medical Fitness**

Contents:

1. Hackney Carriage & Private Hire Drivers, Hackney Carriage & Private Hire Proprietors, Private Hire Operators
2. Rehabilitation of Offenders Act 1974

Section A – Guidance as to the Relevance of Convictions, Cautions, Fixed Penalties and Community Resolutions

3. General Policy
4. Formal Cautions, Fixed Penalties and Community Resolutions and Other Matters
5. Barred Lists
6. Outstanding charges or summonses/Non-conviction information
7. Offences
8. Offences of Dishonesty
9. Crimes Resulting in Death
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12. Possession of a Weapon
13. Drugs Offences
14. Supply of Drugs/Cultivation of Drugs
15. Possession of Drugs
16. Sexual & Indecency Offences
17. Exploitation
18. Motoring Offences
19. Minor Traffic Offences
20. Major Traffic Offences
21. Disqualification
22. Vehicle Use Offences
23. Licensing offences

24. **Section B – Conduct**

25. **Section C – Medical Fitness**

26. Production of medical certificate
27. Group 2 Standard
28. Age
29. Monitoring of medical condition
30. Drug Testing
28. Refusal, Suspension and Revocation on grounds of medical fitness

1. **Hackney Carriage & Private Hire Drivers**

When an application is made for a private hire or hackney carriage driver licence the Authority must be satisfied that the applicant is a **fit and proper** person before

issuing the licence. By law the Authority shall not licence drivers unless it is satisfied of this (section 51 & section 59 Local Government (Miscellaneous Provisions) Act 1976).

The legislation is worded in such a way so as to put the onus on the applicant to produce evidence to satisfy the Authority that they are a fit and proper person, rather than for the Authority to prove that they are not.

The Authority may fail to be satisfied on the balance of probability that an applicant is a fit and proper person to hold a driver's licence for any good reason. If adequate evidence that a person is a fit and proper person is not adduced or if there are grounds to question or doubt the evidence provided, then that could amount to good reason to refuse a licence.

In addition, the Authority may:

- suspend
- revoke or
- refuse to renew.

a hackney carriage or private hire driver licence:

- if the licensee has been convicted of an offence involving dishonesty, indecency or violence or
- if the licensee has been convicted of a private hire/hackney carriage licensing offence
- if, the licensee (in some cases), since the grant of the licence the licensee has been convicted of an immigration offence or required to pay an immigration penalty or
- for any other reasonable cause.

(section 61 LG(MP) Act 1976)

Any other reasonable cause will include convictions for other types of offence than those mentioned above, a lack of medical fitness or conduct.

If it appears to be in the interests of public safety to do so, then a revocation or suspension of a licence will have immediate effect and the driver will be given notice of that decision and an explanation for the decision taken. The effect of this decision will mean that a driver cannot continue to drive licensed vehicles. The revocation or suspension will continue to apply should an appeal be made against the decision. In certain cases, a licence may be revoked or suspended without taking immediate effect.

2. **Rehabilitation of Offenders Act 1974**

Hackney carriage and private hire drivers are excluded from the provisions of the Rehabilitation of Offenders Act 1974. **All** convictions, including spent convictions must be declared on first application or any renewal application and will be considered as part of the application process.

This does not apply to applicants for, or current holders of, a hackney carriage or private hire vehicle proprietor's licence, or private hire operator's licence.

3. Section A – Guidance as to the Relevance of Convictions, Cautions, Fixed Penalties and Community Resolutions

General Policy

The overriding consideration of the licensing regime is the safety of the public. The Authority has a duty to ensure that, as far as possible, those licensed to drive the public in hackney carriage or private hire vehicles are suitable persons to do so, that they are safe drivers with a good driving record, sober, courteous, mentally and physically fit, honest and not persons who would take advantage of their position to abuse or assault customers.

The aim of the Authority is not to punish the applicant/licensee following a conviction or other form of disposal but to ensure that public safety is not compromised and to protect the public from those who have demonstrated a propensity towards wrongdoing.

This guidance is intended to assist Licensing Officers and the Regulation and Review Committee (the Committee) in decision making and to ensure as far as possible that a consistent approach to decision making is maintained. However, each case has to be decided upon its own merits and officers and the Committee will not stick rigidly to this guidance if there are clear and compelling reasons to depart from it.

It may be appropriate to depart from the general policy in this guidance in some cases, if there are compelling reasons to do so, for example, in situations where an offence is isolated and there are mitigating circumstances. Similarly, multiple offences or a series of offences over a period of time are likely to give greater cause for concern and may demonstrate a pattern or trend of repeated offending or inappropriate behaviour which will be taken into account. Where there has been a conviction for a sexual offence or a crime which resulted in the death of another person an application for a licence will be refused. Where an applicant has served a custodial sentence, the Authority will consider the number of years since their release and the period for which they have been free of conviction when determining their fitness to be licensed.

Where an applicant or licensee has been convicted of a crime involving, related to, or has any connection with abuse, exploitation of another individual irrespective of whether the victims are adults or children they will not be, or continue to be, licensed. "Exploitation" is taken to include slavery, child sexual abuse including grooming, psychological abuse, emotional abuse and financial abuse.

This guidance is also intended to assist applicants, licensees and those representing them, by clearly setting out the expectations that the Authority has in relation to applicants/licenses who have received convictions. This should also

minimise the time spent and associated costs incurred by both the Authority and applicants/licensees in the licensing process.

This guidance will be taken into account and will be followed when dealing with a new application, a renewal application and when considering whether to issue a warning, suspend or revoke an existing licence.

In considering evidence of an applicant's character and fitness to hold a drivers licence, where previous convictions or other information relating to criminal matters is disclosed, the Authority will consider the nature of the offence or allegation made, when it was committed, the date of conviction, the applicants age when the offence was committed and any other factors which might be relevant. However, where an applicant has been convicted of a criminal offence, the Authority cannot review the merits of the conviction [Nottingham City Council v Mohammed Farooq (1998)] but it may look at the circumstances surrounding the conviction.

This guidance is not an attempt to define who is a fit and proper person.

This guidance does not deal with every type of offence. However, offences described in this guidance and similar offences, though differently described or worded in any statutory provision, modification or re-enactment, will be taken into account in accordance with this guidance. In all cases the safety of the public will be the primary concern of the Authority.

This guidance will also apply to applicants for, and those currently holding, a Hackney Carriage or Private Hire Vehicle Proprietors Licence and/or a Private Hire Operator Licence. However, assessment of previous convictions will not include offences relating to driving.

4. Formal Cautions, Fixed Penalties and Community Resolutions and Other Matters

For the avoidance of doubt, for the purposes of this guidance, cautions, fixed penalties and community resolutions shall be treated as though they were convictions and in this Policy/guidance any reference to "conviction" includes formal cautions, fixed penalties, community resolutions and matters that amount to criminal behaviour but which have not resulted in a conviction.

Cautions

The Authority requires applicants and licensees to reveal promptly any cautions they may have received because a caution can only be imposed following an admission of guilt which is equivalent to a guilty plea on prosecution. Before a caution can be administered the police or prosecuting authority must have considered that there was sufficient evidence to proceed with a prosecution had the offer of a caution been refused.

Fixed Penalties

Fixed penalties are not limited to motoring offences and may be given for a range of offences including shop theft, minor public order offences and offences such as littering, dog fouling etc. Fixed penalties must be declared to the Authority promptly in the same way as convictions are declared and may be taken into account by the Authority. This is because payment of a fixed penalty indicates acceptance of guilt.

Community Resolutions

A community resolution imposed for crime or anti-social behaviour must be promptly disclosed to the Authority. This is because a community resolution can only be imposed where the offender admits guilt.

Other Matters

It should be recognised that matters that have not resulted in a criminal conviction (whether as the result of an acquittal, a conviction being quashed, a decision not to prosecute or an investigation which is continuing where the applicant/licensee has been bailed or released under investigation) can and will be taken into consideration by the Authority.

In addition, complaints that do not have police or other investigating authority involvement will be considered by the Authority when assessing the fitness of a person to hold a licence.

5. Barred Lists

Part of the role of the DBS is to help prevent unsuitable people from working with vulnerable groups including children, barring them from doing so where necessary. As part of the enhanced DBS check the Authority is provided with information about whether an applicant is barred from working with children or adults and is included on either Barred List. In the interests of public safety, unless there are exceptional circumstances, an application for a licence will normally be refused where the applicant appears on either barred list.

6. Outstanding charges or summonses/Non-conviction information

Where an applicant/licensee is the subject of an outstanding charge or summons their application will not usually be determined until the conclusion of proceedings or the charge(s) has/have been withdrawn.

If an applicant/licensee has been arrested or charged, but not convicted, for a serious offence which suggests they could be a danger to the public, consideration will be given to refusing the application or if currently licensed to further action being taken having regard to this Policy and guidance.

7. **Offences**

This guidance does not deal with every type of offence.

However, offences described in this guidance and similar offences, though differently entitled in any statutory provision, modification or re-enactment, will be taken into account in accordance with the guidelines.

8. **Offences of Dishonesty**

Drivers of hackney carriage and private hire vehicles are expected to be persons of trust. It is comparatively easy for a dishonest driver to defraud the public by demanding more than the appropriate fare and in other ways. Members of the public entrust themselves to the care of drivers both for their own safety and for fair dealing. Passengers may include especially vulnerable people. For these reasons a serious view is taken of any convictions involving dishonesty.

Applicants/Licensees with a conviction for an offence involving dishonesty will not be granted a licence until at least 7 years have elapsed since the completion of any sentence.

9. **Crimes Resulting in Death**

Applicants/Licensees convicted of a crime which resulted in the death of another person or was intended to cause the death or serious injury of another person will not be licensed.

10. **Offences of Violence**

Applicants/Licensees with a conviction, for an offence of violence, or connected with any offence of violence, will not be granted a licence until between 10 years have elapsed since the completion of any sentence imposed.

11. **Discrimination**

Where an applicant/licensee has a conviction involving or connected with discrimination in any form, a licence will not be granted until at least 7 years have elapsed since the completion of any sentence imposed.

12. **Possession of a Weapon**

Where an applicant/licensee has a conviction for possession of a weapon or any other weapon related offence, a licence will not be granted until at least 7 years have elapsed since the completion of any sentence imposed.

13. **Drugs Offences**

14. **Supply of Drugs/Cultivation of Drugs**

Applicants/Licensees with a conviction for an offence of supplying or possession of drugs with intent to supply or connected with possession with intent to supply, will be refused a licence until at least 10 years have elapsed since the completion of any sentence imposed.

15. **Possession of Drugs**

Applicants/Licensees with a conviction for an offence of possession of drugs or related to the possession of drugs will be refused a licence until at least 5 years have elapsed since the completion of the sentence imposed. In these circumstances the applicant/licensee will have to undergo drugs testing at their own expense to demonstrate that they are not using controlled drugs.

16. **Sexual and Indecency Offences**

As hackney carriage and private hire vehicle drivers often carry unaccompanied passengers. Therefore, applicants/licensees with a conviction for any offence involving or connected with illegal sexual activity or any form of indecency, a licence will not be granted.

In addition, the Authority will not grant a licence to a person who is on the Sex offenders Register or on any barred list.

17. **Exploitation**

Applicants/licensees convicted for an offence involving, related to or has a connection with abuse, exploitation, use or treatment of another individual irrespective of whether the victim or victims were adults or children, they will not be licensed. This includes slavery, child sexual abuse, exploitation, grooming, psychological, emotional or financial abuse.

18. **Motoring Offences**

Hackney carriage and private hire drivers are professional drivers charged with the responsibility of carrying members of the public. Any motoring conviction demonstrates a lack of professionalism and will be considered in that light. The single occurrence of a minor traffic offence will not generally prohibit the grant of a licence or action being taken against a licensee. However, any subsequent motoring convictions may be evidence of the fact that the applicant/licensee does not take their responsibilities as a professional driver seriously and is therefore not, or no longer remains, a fit a proper person to hold a licence.

19. **Minor Traffic Offences**

Where an applicant/licensee has between 3-5 penalty points either at the time of application or during the licence period this will be considered as a "Minor Traffic offence". Convictions for minor traffic offences should not prevent a person from obtaining a licence. In the majority of cases the applicant/licensee will receive a warning or advice regarding future conduct.

Bearing in mind the number of miles they drive; it is expected that licensed drivers are more likely than the average motorist to get convictions for minor traffic offences. Where an applicant/licensee has accrued 6 or more penalty points for two or more minor traffic offences in the majority of cases a formal written warning will be issued.

20. **Major Traffic Offences**

Road Traffic Offences which carry mandatory disqualification from driving will always be considered as "Major Traffic offences". Where an applicant / licensee has 6 or more penalty points for a single offence or where the court has disqualified the driver for a single offence this will be considered as a Major Traffic offence. In the majority of cases an applicant will be refused until a period of 2 years has lapsed since the date of the last conviction or the restoration of the DVLA licence. Existing drivers will generally be referred to the Regulation and Review Committee.

Where an applicant/licensee has a conviction for drink driving or driving under the influence of drugs, a licence will not be granted until between 7 years have elapsed since the completion of any sentence or driving ban imposed. Following a conviction for driving under the influence of drugs, an applicant will have to undergo drugs testing at their own expense to demonstrate that they are not using controlled drugs.

Where an applicant/licensee has a conviction for using a hand-held mobile telephone or other hand-held interactive communication device whilst driving, a licence will not be granted until at least 5 years have elapsed since the conviction or completion of any sentence or driving ban imposed, whichever is the later.

21. **Disqualification**

In totting-up cases where disqualification is considered by the Court, even if the court does not disqualify a driver (e.g. because of exceptional circumstances), the Authority is likely to refuse a hackney carriage or private hire drivers licence and an applicant will normally be expected to show a period of 12 - 18 months free from conviction from the date the court made its finding of exceptional circumstances justifying the non-qualification. Existing drivers will generally be referred to the Regulation and Review Committee. This is because repeat motoring convictions would suggest that the driver does not take his/her professional responsibilities as a licensed driver seriously and may as a result no longer be considered a fit and proper person to hold a licence.

In totting-up cases where disqualification is imposed by the court, the Authority is likely to refuse a hackney carriage or private hire driver's licence until a period of 12 – 18 months has lapsed since the restoration of the DVLA licence. Existing drivers will be referred to the Regulation and Review Committee.

22. **Vehicle Use Offences**

Where an applicant/licensee has a conviction for any offence which involved the use of a vehicle (including both hackney carriage and private hire vehicles) a licence will not be granted until at least 5 years have elapsed since the completion of any sentence imposed.

23. **Licensing Offences**

One of the main purposes of the licensing regime set out in the Town Police Clauses Acts and Part II of the Local Government (Miscellaneous Provisions) Act 1976 (the Acts) and hackney carriage Byelaws is to ensure the protection of the public. The main private hire and hackney carriage offences are available from the Licensing Office or on the Authority's website www.northynteside.gov.uk.

A serious view is taken of convictions for offences under the Acts and Byelaws when deciding whether an applicant/licensee is considered to be, or remain, a fit and proper person to hold a licence.

Where an applicant/licensee has a conviction for an offence concerned with or connected to hackney carriage or private hire activity (excluding vehicle use), a licence will not be granted until at least 3 years have elapsed since the completion of any sentence imposed.

Where an applicant/licensee has a conviction for any offence which involves the use of a vehicle (including hackney carriages and private hire vehicles), a licence will not be granted until at least 7 years have elapsed since the completion of any sentence imposed.

24. **Section B – Conduct**

Criminal convictions are not the only criteria used when considering whether an individual is a fit and proper person to be licensed. Other factors, including the applicant or licensee's demeanour, appearance and behaviour may be taken into account in determining fitness and propriety as well as any complaints received about a current licensee.

The Authority may require an applicant to submit information it reasonably considers necessary to enable it to determine whether a licence should be granted or whether conditions should be attached to a licence (section 57 LG(MP) Act 1976).

The courts have found that the main purpose of the licensing regime is to prevent licences being given to, or used by, those who are not suitable to hold a licence, taking into account their driving record, driving experience, sobriety, mental and physical fitness, honesty and ensuring that they would not take advantage of their employment to abuse or assault passengers (Leeds City Council v Hussain [2002]).

When determining the fitness and propriety of drivers Officers and Members will consider whether they would allow their son or daughter, spouse or partner, mother or father, grandson or granddaughter or any other person for whom they care, to get into a vehicle with the applicant/licensee alone.

If the answer to this question is an unqualified “yes”, then the test is probably satisfied. If the Officers or members have doubts then further consideration will be given as to whether the individual is a fit and proper person.

Matters that have not resulted in a criminal conviction as explained in Section A of this guidance can and will be taken into account by the Authority when determining the fitness of a person to hold, or to continue to hold, a licence.

25. Section C – Medical Fitness

26. Production of medical certificate

Under section 57 of the Local Government (Miscellaneous Provisions) Act 1976 the Authority may require an applicant for a hackney carriage or private hire drivers licence to produce a certificate signed by a registered medical practitioner to the effect that s/he is physically fit to be a driver of such a vehicle. The Authority requires a medical certificate upon an initial application for a licence.

In addition or in place of such a certificate the Authority may require an applicant to submit to examination by a registered medical practitioner selected by the Authority as to his/her fitness to be a driver of a hackney carriage or private hire vehicle.

The medical practitioner must confirm that:

1. they have examined the applicant
2. the applicant is registered with the practice and/or
3. they have had full access to the applicant’s medical records
4. the medical examination was carried out to DVLA Group 2 standard
5. s/he considers the applicant to be fit to act as the driver of a hackney carriage or private hire vehicle.

If the medical practitioner has not had access to the applicant’s full medical records the Authority may require more frequent medical testing and/or select a practitioner to undertake a full medical examination of the applicant. All expenses are payable by the applicant.

27. Group 2 Standard

The Authority has adopted DVLA Group 2 driver standard for medical fitness of hackney carriage and private hire drivers. This reflects the higher risk caused by the length of time the driver may spend at the wheel in the course of his/her occupation and the responsibility they have for the safety of their passengers and the public.

28. Age

The Authority's policy is that a medical certificate is required upon an initial application for a licence. It remains valid until a driver reaches the age of **45 years** when a further medical certificate is required. A medical certificate is then required every **5 years until the age of 65** after which a certificate is required on a yearly basis.

29. Monitoring of medical condition

In addition, where a driver suffers from a medical condition that requires monitoring but would not prevent him/her from holding a licence the Authority may, as an additional condition of their licence, require written confirmation from his/her GP or consultant on each renewal that s/he remains fit to carry out the duties of a driver. Any condition attached to a driver's licence will be regularly reviewed.

It is a requirement that a driver notifies the Authority immediately of any medical condition which could affect their ability to carry out the duties of a licensed driver.

30. Drug Testing

The Authority has a strict policy in respect of illicit substance misuse. If a driver is suspected to have taken or to have been under the influence of any illicit substance, the Authority will require the driver to undertake testing through an approved service provider or medical practitioner (this can be hair strand, blood or urine).

The Authority does not carry out drug testing of drivers. Testing must be arranged by the individual driver and the cost of testing must be borne entirely by the driver.

If testing reveals a positive result for any substance the driver's licence will be suspended by the Authority.

Failure to comply with a request to provide a drug test will also result in suspension of the driver's licence.

31. Refusal, Suspension and Revocation on grounds of medical fitness

If the Authority is not satisfied on the balance of probabilities as to the medical fitness of an applicant a hackney carriage or private hire driver's licence will not be granted (section 51 & section 59 LG (MP) Act 1976).

If the Authority is not satisfied as to the medical fitness of a hackney carriage or private hire driver there will be reasonable cause to suspend, revoke or refuse to renew the licence under section 61 Local Government (Miscellaneous Provisions) Act 1976.

Section 61(2B) of the Local Government (Miscellaneous Provisions) Act 1976 allows the Authority to revoke or suspend an existing driver's licence **with immediate effect** when that driver no longer meets the Group 2 medical standard and in the opinion of the Authority's it is in the interests of public safety to take such a course of action. The Authority will only lift a suspension of a licence on receipt of written confirmation from a GP or consultant that the driver meets the Group 2 medical standard.

8. Enforcement and Discipline

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10. Stay of action pending outcome of Court Appeal
11. Requests for Insurance
12. Cautions
13. Prosecution

Please note: This chapter provides an overview of enforcement and disciplinary action. It is not intended to be an exhaustive list. **It does not constitute legal advice.**

1. Enforcement & Discipline - The Authority's Officers and Regulation & Review Committee

Whilst the operation of a successful hackney carriage and private hire vehicle service is important to the economic well-being of the Borough, it is equally important that the service provided by the trade is properly regulated in order to instill confidence in the travelling public who wish to use the service.

Enforcement of hackney carriage and private hire matters is undertaken by the Authority. The police may also take action in certain circumstances.

Officers of the Authority (usually Licensing Officers) can be authorised by the Authority to undertake enforcement work. The Director of Public Health may authorise such Officers. In undertaking such work the Officers will abide by the Authority's Enforcement Policy. Enforcement work includes investigating complaints made about drivers, vehicles and operators in addition to matters observed by Officers e.g. vehicle defects. The Authority can consider circumstances of concern even though a conviction has not been obtained or the conduct does not amount to a criminal offence.

The Director of Public Health may take appropriate disciplinary action against licensees in accordance with this policy. The Authority's Regulation & Review Committee may determine the appropriate disciplinary action (if any) to take against licensees referred to it by the Director of Environment, Housing & Leisure.

2. **Enforcement/Disciplinary Options**

There are various options to take depending upon the circumstances including:

- take no action
- take informal action
- use statutory and other notices/requests
- suspend a licence (with or without immediate effect)
- revoke a licence (with or without immediate effect)
- refuse to renew a licence
- use formal cautions
- prosecute
- obtain an injunction.

The Director of Public Health may refuse to grant or renew licences and may revoke or suspend licences, with or without immediate effect.

3. **Informal Action**

Informal action to secure compliance with the legislation and policy includes offering advice, verbal and written warnings and requests for action.

Informal action may be appropriate where:

- the act or omission is not serious enough to warrant more formal action
- from the individual licensee's history it can be reasonably expected that informal action will achieve compliance
- the consequences of non-compliance will not pose a significant risk to the safety of the public.

Even where the above criteria are not met, there may be circumstances in which informal action will be more effective than a formal approach.

Repeated incidents of licence infringements, complaints etc. are likely to lead to action being taken against the licensee by the Director of Public Health or a referral to the Regulation & Review Committee.

4. **Vehicle Defect Rectification Scheme (VDRS)**

In situations where non-compliance with the conditions of vehicle licence or contravention of the legislation or byelaws is noted Officers may issue a vehicle defect rectification notice to the proprietor. Such notices are appropriate where the immediate suspension of the vehicle licence is not required. The notice will require the proprietor to remedy the defect and present the vehicle for inspection by Officers within 5 working days at the Licensing Office or a mutually agreed location. If a proprietor is aggrieved at the issue of a VDRS notice, then they may request a review by Officers.

If the defect has been remedied, then usually no further action will be taken. If the defect is not remedied or the vehicle is not presented for inspection the vehicle licence may be suspended (section 60 (LG(MP) Act 1976) and/or the proprietor may be prosecuted (section 50 & section 73 LG(MP) Act 1976). A proprietor may appeal against a section 60 vehicle suspension during which time the vehicle can continue to be used.

5. **Section 68 Notices – Suspension of Vehicle Licence**

An Officer authorised by the Authority (or Police Officer) has the power at all reasonable times to inspect and test any hackney carriage or private hire vehicle (or taximeter affixed to such a vehicle) licensed by the Authority to ascertain its fitness. If s/he is not satisfied as to the fitness of the vehicle or the accuracy of the taximeter s/he may by a written notice require the proprietor to make the vehicle or taximeter available for further inspection and testing at a reasonable time and place specified in the notice. The Officer may suspend the vehicle licence until such time as they are satisfied as to fitness/accuracy using section 68 of the Local Government (Miscellaneous Provisions) Act 1976. Suspension under section 68 takes immediate effect. There is no right of appeal against such a suspension. Therefore, this action will only be taken when an Officer has reasonable grounds to suspect that the condition of the vehicle/taximeter poses an immediate risk to passengers and/or other road users.

If the Officer is not satisfied of the fitness/accuracy of the vehicle/meter within 2 months the vehicle licence will be deemed revoked. Such matters do not need to be referred to Regulation and Review Committee by the Director of Public Health. The proprietor will be given written notice of the revocation within 14 days. The proprietor may appeal against the revocation of the licence to the Magistrates' Court or alternatively, or in addition to, the proprietor may first wish to appeal to the Authority's Regulation and Review Committee. Any appeal must be lodged within 21 days of notification of the decision. The vehicle cannot be used pending any appeal.

6. **Suspend, Revoke or Refuse to Renew a Licence**

7. **Vehicle Licences – Section 60 LG(MP) Act 1976**

The Authority may suspend or revoke or refuse to renew a vehicle licence (private hire or hackney carriage) on any of the following grounds:

- a. that the vehicle is unfit for use
- b. the operator or driver has committed any offence under or has not complied with the Town Police Clauses Act 1847 or Part II of the Local Government (Miscellaneous Provisions) Act 1976 or
- c. any other reasonable cause.

Where the Authority suspends, revokes or refuses to renew a vehicle licence under section 60 LG(MP) Act 1976 it shall give the proprietor written notice of the grounds for the decision within fourteen days. The proprietor may appeal to a Magistrates' Court. Alternatively, or in addition, where the decision was made by the Director of Public Health the proprietor may first wish to appeal to the Authority's Regulation and Review Committee. Any appeal must be lodged within 21 days of notification of the decision.

8. Driver Licences - Section 61 LG(MP) Act 1976

The Authority may suspend or revoke or refuse to renew a driver licence (hackney carriage, private hire or dual hackney carriage/private hire) on any of the following grounds:

- a. that since the grant of the licence the licensee has been convicted of an offence involving dishonesty, indecency or violence or
- b. that since the grant of the licence the licensee has been convicted of an offence under or has failed to comply with the provisions of the Town Police Clauses Act 1847 or Part II of the Local Government (Miscellaneous Provisions) Act 1976
- c. in some cases, if since the grant of the licence the licensee has been convicted of an immigration offence or required to pay an immigration penalty or
- d. any other reasonable cause.

Where the Authority suspends, revokes or refuses to renew a driver licence under section 61 LG(MP) Act 1976 it shall give the driver written notice of the grounds for the decision within 14 days. The driver must on demand return to the Authority the driver's badges. The driver may appeal to a Magistrates' Court. Alternatively, or in addition, where the decision was made by the Director of Public Health, the driver may first wish to appeal to the Authority's Regulation and Review Committee. Any appeal must be lodged within 21 days of notification of the decision.

9. Operator Licences - Section 62 LG(MP) Act 1976

The Authority may suspend or revoke or refuse to renew an operator's licence on any of the following grounds:

- a. any offence under or non-compliance with Part II of the Local Government (Miscellaneous Provisions) Act 1976
- b. any conduct on the part of the operator which appears to render him/her unfit to hold an operator's licence
- c. any material change since the licence was granted in any of the circumstances of the operator on the basis of which the licence was granted
- d. in some cases, if since the grant of the licence the licensee has been convicted of an immigration offence or required to pay an immigration penalty or
- e. any other reasonable cause.

Where the Authority suspends, revokes or refuses to renew an operator licence under section 62 LG (MP) Act 1976 it shall give the operator written notice of the grounds for the decision within 14 days. The operator may appeal to a Magistrates' Court. Alternatively, or in addition, where the decision was made by the Director of Public Health the operator may first wish to appeal to the Authority's Regulation and Review Committee. Any appeal must be lodged within 21 days of notification of the decision.

10. **Stay of Action Pending Outcome of Court Appeal**

Section 77(2) LG(MP) Act 1976 stays any action against a licence pending the outcome of an appeal to the Court. This means that if a driver, operator or proprietor appeals against a decision to refuse to renew, suspend or revoke a licence, the licence is deemed to remain in force until the appeal has been disposed of or withdrawn.

The licensee has 21 days from notification of the decision to lodge an appeal with Regulation & Review Committee and/or a Magistrates Court. The licensee can continue to use the licence during that period and once an appeal is lodged, can continue to use it until the appeal has been dealt with. If the Magistrates' Court dismisses the appeal the licensee has 21 days within which to lodge an appeal in the Crown Court and again, can continue to use the licence until the appeal is determined. If no appeal is lodged the driver must cease driving at the end of this period.

The Authority may decide that a suspension or revocation should take immediate effect where it considers it is in the interests of public safety to do so. In such cases the notice is issued to the driver and will include a statement that it is an immediate suspension/revocation and an explanation why. The suspension or revocation takes effect when the notice is received by the driver.

None of the above provisions apply to the suspension of a vehicle licence under section 68 LG(MP) Act 1976. Where the suspension or revocation of a driver's licence under section 61 LG(MP) Act 1976 applies with immediate effect the driver cannot drive a hackney carriage or private hire vehicle pending any appeal made to the Regulation and Review Committee or to the Magistrates' Court.

Where a licensee's court appeal is unsuccessful the court may order them to pay the Authority's costs.

11. **Requests for Insurance**

In addition to vehicle spot checks, the Authority's Officers have a regular programme whereby requests to produce insurance documents are sent to a random selection of proprietors for the production of vehicle insurance. If insurance is not produced the vehicle licence may be suspended and the proprietor may be prosecuted under section 50(5) LG(MP) Act 1976 for failing to comply with the request.

In addition, anyone using an uninsured vehicle may be prosecuted under section 143 Road Traffic Act 1988 (or any successor legislation).

12. **Cautions**

A caution may be used as an alternative to a prosecution in appropriate circumstances, where the criteria for prosecution are satisfied but an offence is of a less serious nature. The Authority will have regard to all relevant guidance including the Authority's Enforcement Policy. It is necessary for the offence to be admitted prior to administering a caution.

A caution may be used to:

- deal quickly and simply with less serious offences
- divert less serious offences away from the Courts
- reduce the chances of repeat offences.

13. **Prosecution**

In certain cases the Authority will prosecute. In all cases the evidential and public interest test contained within the Code for Crown Prosecutors must be satisfied and regard will be given to the Authority's Enforcement Policy.

In addition to prosecution, disciplinary action (e.g. warning, suspension, revocation, refusal to renew) may be taken against the licence holder.

The current standard fines for summary offences in the Magistrates' Court are as follows:

- Level 1 - £200
- Level 2 - £500
- Level 3 - £1,000
- Level 4 - £2,500
- Level 5 - Unlimited

9. Regulation & Review Committee

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1. Introduction

The Authority's Regulation and Review Committee ("the Committee") exercises the Authority's functions in relation to the individual licensing of hackney carriage vehicles, hackney carriage drivers, private hire vehicles, private hire operators and private hire drivers under the Town Police Clauses Act 1847, the Local Government (Miscellaneous Provisions) Act 1976 and other relevant legislation following referral to it by the Director of Public Health. All Members who have been appointed to this Committee receive on-going training from Authority Officers.

The Committee meets on a regular basis to discuss and determine specific taxi/private hire licensing issues. The schedule of meetings is available at www.northtyneside.gov.uk.

When considering any matter, the Regulation & Review Committee will have regard to this Policy and the Statutory Taxi and Private Hire Vehicle Standards.

A Committee will meet to determine the following:

1. Appeals against decisions of the Director of Public Health in relation to the grant, refusal, revocation and suspension of all licences.
2. Disciplinary action to take (if any) against licensees referred to it by the Director of Public Health; and
3. Referred matters - any licensing application or other matter concerning individual licensees referred to it by the Director of Public Health.

2. Decision making

Decision making in relation to licensing is an onerous responsibility and must be exercised in a way that protects the public. The Authority is aware that in respect of an application for an initial grant of a licence, it is for the applicant to satisfy the Authority on the balance of probabilities that he/she is a fit and proper person to be granted a licence and thus is someone who can be trusted to convey passengers safely.

Once a person is licensed, they shall be presumed to remain a fit and proper person to be licensed, unless the Licensing Authority is satisfied that the licensee is no longer a fit and proper person to hold a licence as a result of a conviction, fixed penalty caution, community resolution, complaint or other relevant non-conviction information.

When the Committee considers such matters concerning an applicant/licensee it is operating in an administrative capacity and the rules of natural justice must be observed, and the applicant/licensee has the right to a fair hearing. The licensee/applicant must be treated fairly and be seen to be treated fairly. The Committee will be impartial, unbiased and will act in good faith.

The Committee is required to make judgements based on the evidence submitted to it. It is not the Members' role to sit as advocates for either the Director of Public Health, the Police or the licensee/applicant but to weigh the merits of the case as presented to it, ensuring that the proper considerations are taken into account and irrelevant factors are disregarded, thereby reaching a balanced decision. The Committee must also state the reasons for its decisions.

Only Committee Members who have heard the entire application, appeal or referred matter are able to take part in the decision making process.

Committee Members should not participate in the hearing of a matter if there could be the appearance of bias or apparent bias. This can arise where a Member's outside connections make it appear that there is a real danger of actual bias or apparent bias or a member has an interest under the Authority's Code of Conduct that they must declare. Where a Member has a registerable or non-registerable interest in relation to a matter which is such that a member of the public knowing the relevant facts would reasonably think it so significant that it is likely to prejudice a Member's judgement of the public interest and either the matter will affect the financial position of a Member or a member of their family or employer or the matter concerns a request for a permission, licence, consent or registration of themselves or a family member or employer, the Member must withdraw from the meeting room.

The duty of a Member to consider whether or not to participate in a meeting is set out in Part 4 – Non-Participation in Authority Business - of the Code of Conduct for Members which forms part of the Authority's Constitution.

3. Appeals

When considering an appeal against a decision of the Director of Public Health in relation to the grant, refusal, revocation or suspension of a licence the Committee may:

1. Allow the appeal in whole or in part

For example, if an appeal concerns the refusal of a licence, the Sub-Committee may determine that the licence should be granted but may stipulate additional conditions that must be attached to the licence and/or issue a strong warning as to the licensee's future conduct.

2. Dismiss the appeal.

4. Disciplinary or Referred Matters

When considering a disciplinary or a referred matter e.g. an application for a licence, the Committee will have regard to the appropriate section of the Policy.

Appropriate disciplinary action can take a number of forms, for example: -

1. Revocation of a licence
2. Refusal to renew a licence
3. Suspension of a licence
4. A warning letter expressing the Authority's dissatisfaction with the licensee's behaviour, whilst also advising that future conduct incompatible with that expected of a licensee could lead to a suspension, refusal to renew or revocation of their licence.

Additional conditions if considered reasonably necessary may be attached to a licence when it is renewed (NB. conditions cannot be attached to a hackney carriage driver's licence).

The action to be taken in any particular case will depend on the seriousness of the conduct/conviction/medical condition concerned.

5. Regulation & Review Committee – Appeals/Disciplinary/Referred Matters - Procedure Note

The Regulation and Review Committee hearing aims to ensure that the Environment, Housing and Leisure Service and the licensee/applicant have the fullest opportunity to present all of the information they wish to the Committee. The Committee is required to give full and fair consideration to the cases presented by the Officers and the licensee/applicant and must reach a decision based on all of the relevant information presented to it at the hearing. To achieve this, the following procedure is adopted.

6. Before the Hearing

Decisions of the Director of Public Health in relation to the grant, refusal, revocation or suspension of licences are provided in writing and will enclose an appeal form as appropriate. Appeal forms can also be obtained by contacting the Licensing Office or Democratic Services of the Authority. An appeal must be lodged within 21 days of notification of the decision. Upon receiving notification of an appeal to Committee, the Director of Public Health will submit a report to the Committee.

If a licensee/applicant wishes to appeal directly to a Court they should approach the Court and/or seek independent legal advice in relation to the correct forms and procedures. Court documentation should be served upon the Director of Law and Governance, The Quadrant, Silverlink North, Cobalt Business Park, North Tyneside, NE27 0BY.

Where the Director of Public Health refers a matter to the Regulation & Review Committee for determination he/she shall inform the licensee/applicant of this and will submit a report to the Committee.

A copy of the report to Committee and the procedure to be followed at the hearing is supplied to the licensee/applicant by Democratic Services. Copies of this Policy are available on the internet or upon request from the Licensing Office.

Licensees/applicants are strongly advised to read the report and this Policy when preparing for the Committee hearing.

The licensee/applicant shall be given notice in writing at least five working days in advance of the time and place of the hearing and of their right to be accompanied by a friend, family member or other person, including a solicitor, and shall be allowed to call witnesses.

The licensee/applicant shall also be given the opportunity to submit a written statement of his/her case or other supporting documents prior to the hearing. Documentation should be provided to Democratic Services of the Authority in advance of the hearing, if it is not, or if the Committee has not had sufficient time to consider the documentation the Committee may refuse to accept the documentation or may defer the matter to be determined to a later date to afford the parties an opportunity to consider the documentation.

7. Absence of the Licensee/Applicant

The meeting may proceed in the absence of the Licensee/Applicant if they have informed the Licensing Authority or the Democratic Services Officer that they do not wish to attend or be represented at the hearing. If the Licensee/Applicant would like the meeting to be adjourned to enable them to attend then they must make this clear and provide reasons for the request.

If a licensee/applicant fails to attend or be represented at a meeting without notifying the Authority or Democratic Services Officer, the Committee may adjourn the hearing to a specific date if it considers it to be appropriate to do so. Alternatively, it may proceed with the meeting in their absence. In the interests of efficiency, meetings will generally proceed notwithstanding the absence of the Applicant if the Committee is satisfied that the applicant/licensee is aware of the hearing.

Where the Committee decides to proceed in the absence of the licensee/applicant the Committee will consider any information the licensee/applicant has supplied along with the report from the Director of Public Health.

If, a decision is made to adjourn a hearing the licensee/applicant will be advised of the new date, time and venue.

8. At the Hearing

Members of the Committee may ask questions at all stages.

The Director of Public Health or his representative shall present a report in the presence of the licensee/applicant and his/her representative and may call witnesses.

The licensee/applicant and/or his/her representative shall have the opportunity to ask questions about the information provided by the Director of Public Health or his representative and any witnesses called.

The licensee/applicant and/or his/her representative shall then put his/her case and shall call such witnesses as he/she wishes.

The Regulation and Review Committee and the Director of Public Health or his representative shall have the opportunity to ask questions of the licensee/applicant and/or his/her representative and any witnesses called by or on behalf of the licensee/applicant.

The Director of Public Health or his/her representative and the licensee/applicant and his/her representative shall have the opportunity to sum up their case if they so wish. If all parties opt to sum up, the licensee/applicant or his/her representative may speak last.

The licensee/applicant and his/her representative and witnesses and the Director of Public Health or his representative and witnesses shall withdraw from the meeting. Officers from Law and Governance will remain in the meeting to provide procedural and legal advice.

The Regulation and Review Committee shall deliberate in private, only recalling the licensee/applicant or his/her representative and the Director of Public Health or his representative to clear points of uncertainty. If this occurs all parties will be invited back into the hearing together. If the Committee has no additional queries the licensee/applicant and the Director of Public Health will be notified by a Democratic Services Officer and they will not be required to return to the meeting.

The licensee/applicant will be notified of the Regulation and Review Committee's decision and the reasons for it in writing, usually within five working days. Where a licence has been suspended, revoked or a renewal has been refused written notice must be given within 14 days.

9. Appeal to the Court

There is a statutory right of appeal to a Magistrates' Court in relation to:

- a refusal to grant a private hire or hackney carriage driver licence;
- any conditions attached to a private hire driver licence;
- a decision to suspend, revoke or refuse to renew a private hire or hackney carriage driver licence;
- a refusal to grant a private hire vehicle licence or against any conditions specified in the licence;
- a refusal to grant an operator's licence or any conditions attached to the grant of an operator's licence;
- a decision to suspend, revoke or refuse to renew an operator's licence.
- a decision to refuse to renew a hackney carriage proprietor's licence
- any conditions attached to a hackney carriage proprietor's licence

A further appeal can be made against the decision of a Magistrates' Court to the Crown Court.

An appeal against a refusal to grant a hackney carriage vehicle/proprietors licence lies straight to the Crown Court.

Any appeal must be lodged with the appropriate court within 21 days from receipt of the written decision notice and notice of right to appeal. A court fee may be payable. Costs may be awarded by the court against an unsuccessful applicant or a licensee or may in some circumstances be awarded against the Authority. Any person considering an appeal may wish to take independent legal advice with regard to the merits of an appeal.

Usually, any action against the licence is stayed pending the outcome of a Court appeal (section 77(2) LG(MP) Act 1976). However, in cases where the public interest requires that a suspension or revocation of a driver licence should take immediate effect a decision can be made that section 77(2) shall not apply. In such cases the driver must be notified in writing, with an explanation as to why the action has been taken.

Where a decision made by the Licensing Authority is appealed, the Authority will normally defend the decision and seek its costs of doing so in full from the appellant if the appeal is dismissed.

Decision making may also be challenged by judicial review in the High Court. It is recommended that independent legal advice should be sought if such a challenge is being considered.

10. WHO IS WHO?

The Licensee or Applicant	The Licensee or Applicant (accompanied by a friend or representative if so wished) is invited to attend and make representations to the Committee.
Officers of Public Health	Officers representing the Director of Public Health will submit information to the Committee to enable it to consider whether and what action should be taken. On occasions a representative from the Police Authority, other body or a witness may attend to provide relevant information.
The Regulation and Review Committee	The Regulation and Review Committee is the body which has the delegated authority from the Authority to decide upon appeals, disciplinary and other matters referred to it by the Director of Public Health.
Officers of Law and Governance	Officers representing Law and Governance advise the Committee on the relevant law and procedures. They do not take part in the decision making process.

10. Hackney Carriage Stands

Contents

1. Appointed Stands
2. Creation of a Stand/Rank
3. Waiting on Stands
4. Byelaws

1. Appointed Stands

The purpose of hackney carriage stands (also known as hackney carriage ranks) is to provide the public with a set location where they can hire a licensed hackney carriage. The stand is the only situation where a hackney carriage may ply for hire in a stationary position and should be situated in locations where the public is most likely to need hackney carriages, for example adjacent to transport facilities, retail areas and places of employment, entertainment and leisure facilities. Stands should be sited so that passengers can board or alight from the vehicle safely.

The Authority is required to continually review the provision of hackney carriage stands in the Borough. In this respect Officers work closely with the North Tyneside Hackney Carriage Trade and oversee an on-going programme of improving facilities at existing stands with, for example, the installation of illuminated taxi-cubes, guard rails and shelters at stands, all funded from an available Local Authority budget.

There are currently 24 official hackney carriage stands in the Borough providing spaces for a total of 84 vehicles. A list of the stands and their designated names and times of operation are available on the Authority website at www.northtyneside.gov.uk.

Transport facilities in the Borough are well served with a number of the busiest metro stations having a hackney carriage stand.

2. Creation of a Stand/Rank

A new hackney carriage stand can be appointed under section 63 Local Government (Miscellaneous Provisions) Act 1976 or a taxi rank created by a Traffic Regulation Order using powers contained in the Road Traffic Regulation Act 1984. This allows new stands to be created on public highways or private land with the appropriate consent of the land owner and can be for continual or part-time use.

Prior to a new stand/rank being created or the maximum number of vehicles that can use a stand is varied a notice will be given to the Chief Officer of Police and a public notice published in a local newspaper.

New stands/ranks will not be sited where they may lead to obstructions.

Officers will monitor the use of stands in the Borough and it is expected that all stands are serviced.

3. Waiting on Stands/Ranks and Etiquette

It is an offence for any person to cause or permit any vehicle other than a hackney carriage to wait in any stand for hackney carriages or a rank reserved for hackney carriages to park.

Drivers of hackney carriages may only wait in a stand/rank whilst plying for hire or waiting for a fare.

Drivers of hackney carriages who park in a stand/rank and leave their vehicle unattended commit an offence.

Drivers of hackney carriages are expected to turn their vehicles' engine off whilst waiting for a fare or to use their start stop technology if fitted.

4. Byelaws

The Authority has enacted a set of Byelaws regarding the operation and use of hackney carriages and their drivers. These include such matters as wearing of badge, driver conduct, plying for hire and use of the taxi stands/ranks. These will be reviewed as and when considered appropriate by the Authority.

11. Complaints Procedure

The Authority recognises the high standards of the private hire and hackney carriage trade and expects all licensees to uphold these standards at all times. However, it is recognised that there may be occasions for transport users and other members of the trade to make complaints and as such a complaints procedure has been devised.

All complaints received will be investigated. Complainants will receive a written acknowledgement of their complaint within 2 working days advising the name of the Officer assigned to investigate the complaint.

Complainants may be asked to put their complaint in writing if the complaint is such that formal action may result.

The Authority recognises that some complaints can be frivolous or vexatious. These complaints will not be taken further.

Licensees are expected to assist Officers investigations and make themselves available for interview at a mutually convenient time and place.

At the end of the investigation all parties concerned will receive confirmation of the result and action to be taken.

If any party is not satisfied as to the outcome the Authority's corporate complaints procedure is in place to deal with these issues.

Appendix A **Hackney Carriage and Private Hire Vehicle specifications**

All licensed vehicles shall comply in all respects with the requirements set out below as appropriate for the type of vehicle. This is in addition to all requirements of the Road Traffic legislation, which relates to all motor vehicles.

All vehicles must comply with the requirements of Section A. Private Hire vehicles must comply with the requirements of Section B and Hackney Carriages must comply with the requirements of Section C.

If you are making a new application for a Hackney Carriage proprietors licence or are replacing a hackney carriage first licensed after July 1992, the vehicle must be wheelchair accessible and must also comply with the requirements of Section D.

All vehicles must have the appropriate type approval.

The following vehicle specification must be maintained throughout the licence period unless changes have prior approval by the Authority.

Section A - General specification for all vehicles

GENERAL CONSTRUCTION

1. The vehicle shall comply fully with all relevant statutory provisions relating to the construction of motor vehicles and including in particular those contained in the Road Vehicles (Construction and Use) Regulations 1986 (or any successor legislation).
2. Any modification to the vehicle (e.g. conversion to wheelchair accessible, alteration of the original seat configuration or any other 'adaptation') must be approved by the Authority and the appropriate certificate produced.
3. The vehicle shall be right hand drive with a fixed head type body.
4. The vehicle shall be capable of carrying in reasonable comfort at least four passengers.
5. The vehicle shall be M1 category. In the case of post registration conversions Individual Vehicle Approval is required.
6. The vehicle shall have a minimum unladen height of 1.325 metres (53").

PASSENGER COMFORT

7. Every passenger seat in the vehicle must meet the following minimum dimensions:
 - Individual seat width – 41cm (16")
 - Bench seat width (i.e. rear seat of a saloon vehicle) – 124.5cm (49") Width between door handles – 124.5cm (49")
 - Width between rear doors – 132cm (52")
 - Seat squab height measured from vehicle floor - 30cm (12")
 - Seat squab depth – 45cm (18")
 - Headroom measured from centre of seat to underside of roof – 87.5cm (35")
 - Legroom measured from seat back diagonally to vehicle floor – 94cm (37")
 - Unobstructed space in front of seat measured from seat back – 63.5cm (25")

Licensing Officers are able to exercise their discretion as to the suitability of a vehicle where the measurements are below the above dimensions.

8. There shall be no obstructions or features in the vehicle (e.g. prominent transmission tunnels, door furniture, vehicle controls, etc) which in the opinion of the Authority materially interferes with the comfort of any passenger.

9. The vehicle shall have an adequate heating and ventilation system for the comfort of all passengers.
10. The vehicle shall be equipped with either:
 - (a) A spare wheel of full or space save design above the legal tread requirement and the tools to change a wheel, or
 - (b) An emergency puncture repair kit (with compressor/inflation pack) or
 - (c) Run flat tyres or
 - (d) Provide evidence of a contract with a mobile tyre replacement specialist.

In the event of a space – saver tyre, run flat tyres (when punctured) or puncture repair kit being used, it is only to complete a fare and must comply and be maintained in accordance with the manufactures' recommendations. Any such defective wheel should be replaced before taking another fare to ensure passenger safety.

PASSENGER SAFETY

11. Glass shall have a minimum light transmittance of 75% for the front windscreen, 70% for the front side windows and 34% for all other vehicle window glass. If tinted windows are fitted as standard at the time of manufacture of the vehicle there will be no minimum light transmission to the windows to the rear of the B pillar.

Licensing Officers are able to exercise their discretion as to the suitability of a vehicle where the light transmittance of the windows is below 34% where tint has not been fitted as standard. This discretion however does not apply to the front windscreen or the front side windows.

12. The vehicle shall have at least 4 doors and open sufficiently wide so as to allow safe and easy access and egress. Each passenger, other than a front seated passenger, shall have access to at least two doors.
13. Every passenger seat shall be either forward or rear facing and shall be fitted with an approved (lap & diagonal) seat belt.

LUGGAGE CAPACITY

14. The vehicle shall have capacity to convey an appropriate quantity of luggage.

Section B - Specification for Private Hire Vehicles

15. The vehicle must not be black in colour or a colour which closely resembles black in the opinion of the Licensing Officer.
16. If the Private Hire vehicle is fitted with a meter, it must be properly tested and sealed.
17. Private Hire vehicles must not have a roof sign.

Section C - Specification for Hackney Carriages

18. Hackney Carriage vehicles must be black in colour.
19. Hackney Carriage vehicles must have fitted on the roof, an internally illuminated TAXI top sign meeting a specification in relation to size and colour approved by the Authority and relevant to the type of vehicle.
20. Hackney Carriage vehicles must be fitted with a taximeter, properly tested and sealed, and calibrated to enable testing in accordance with the Authority's current Hackney Carriage Fare Table.

Section D - Specification for New and Replacement Wheelchair Accessible Hackney Carriages Only

GENERAL CONSTRUCTION

21. The vehicle must comply fully with the requirements of the Road Vehicles (Construction and Use) Regulations 1986 (or any successor legislation) as well as all general policies and specifications of the Authority which relate to hackney carriage vehicles.
22. The vehicle must comply fully with Sections A and C of the preceding 'General Specification for all Hackney Carriages and Private Hire Vehicles'.

PASSENGER SAFETY AND COMFORT

23. The vehicle must be capable of accommodating one or more wheelchairs in either a forward or rear facing position allowing adequate space to ensure the safety and comfort of the wheelchair user, and without interfering with the safety and comfort of any other passengers.
24. The design of the vehicle must allow safe access and egress of passengers including elderly and disabled passengers.
25. Wheelchair access to the vehicle must be from the nearside or rear of the vehicle. The door and doorway must be constructed as to permit an unrestricted opening across the doorway of at least 75cm.
26. The clear height of the doorway must not be less than 1.2 metres.
27. Grab handles must be placed at one or more passenger door entrances as appropriate, to assist the elderly and disabled.
28. The vertical distance between the highest part of the floor and the roof in the wheelchair passenger area must be no less than 1.3 metres.
29. Approved anchorages must be provided for the wheelchair and chair bound disabled person. These anchorages must be either chassis or floor linked and capable of withstanding approved dynamic or static tests. Restraints for the wheelchair and occupant must be independent of each other.
30. Suitable means of wheelchair access must be fitted to the vehicle. Ramps must be of suitable design to ensure that they do not slip or tilt when in use and they provide a suitable gradient when in use. Tail-lifts must be of an approved type.
31. If any of the seating within the vehicle has to be removed or adjusted in any way to accommodate one or more wheelchairs, the following conditions will also apply:
 - The removal/adjustment must be able to be carried out quickly and easily so that in the opinion of the Authority there is minimal inconvenience caused to any hirer of the vehicle by the 'conversion'
 - Where one or more seats require removal to accommodate one or more wheelchairs there must be adequate space on the vehicle for the secure storage of any removed seats.
 - Where one or more seats are either removed or they become unusable when the vehicle has been 'converted' for wheelchair use there must be at least one further useable passenger seat.

Appendix B

Conditions attached to a Hackney Carriage Proprietors Licence and Private Hire Vehicle Proprietors Licence

The following conditions are attached to the grant/renewal of the following vehicle licence:

Plate Number:

Registration Number:

Name of licensee(s) including part proprietors:

Failure to comply with the conditions may lead to action being taken against your licence.

STANDARD CONDITIONS

1. Maintenance of Vehicle

The vehicle, all of its fittings and any attached equipment shall at all times when the vehicle is in use or available for hire, be kept in a clean, safe, tidy and efficient state, and must also comply with all relevant statutory provisions including in particular those contained in the Road Vehicles (Construction and Use) Regulations 1986.

2. Alteration of Vehicle

No material alteration or change to the vehicle, its fittings or any attached equipment shall be made without the prior approval of the Authority.

3. Identification Plate

The licence plate supplied by the Authority and identifying the vehicle as a hackney carriage/private hire vehicle shall be securely fixed externally on or about the off side area of the rear bodywork or bumper of the vehicle in a conspicuous position and in such a manner as to be easily removed if necessary by an authorised Officer of the Authority or a constable. The plate must be maintained in a satisfactory condition and be legible.

4. Interior Identification Marking

A sign supplied by the Authority indicating the licence number and the number of passengers the vehicle is licensed to carry, shall be displayed inside the vehicle in a prominent position on the inside of the windscreen so as to be clearly visible to passengers. The sign must be maintained in a satisfactory condition and be legible.

5. Door Decals

There shall be attached centrally to each front door of the vehicle the appropriate hackney carriage or private hire vehicle decals supplied by the Authority. The decals must be securely affixed or in the case of Hackney Carriage Vehicle permanently affixed to the vehicle and these must be maintained in a satisfactory condition and be legible.

6. Safety Equipment

Where a ramp or ramps are used, they must be fitted/carried safely in the vehicle at all times. The ramps must be identified with the vehicle registration number.

7. Signs, Notices, Etc

No signs, notices, advertisements, video or digital display etc or other markings shall be displayed on, in or from the vehicle subject to the following exceptions:

- Any sign, notice or other marking required to be displayed by legislation or any condition attached to this licence
- Advertising on the rear doors, rear wings and boot area of the vehicle (of two-dimensional insignia type) approved by the Authority
- Advertising along the top 8 cm strip of the windscreen of the vehicle provided that it is not illuminated and it bears only the name and/or telephone number in block letters of the firm operating the vehicle.

Signs, notices, advertisements, video or digital display etc must not be of a content that the Licensing Officer deems to be offensive or abusive.

A sign must be affixed to the inside of the vehicle indicating that smoking is prohibited in the vehicle.

8. Change of Address

The proprietor shall notify the Authority in writing within seven days of any change of address during the period of the licence.

9. Convictions, Cautions, Fixed Penalty, Community Resolutions or On-going Investigations

The proprietor shall notify the Authority in writing within seven days if he/she is convicted of **any** offence or if he has been charged with an offence. He/she should **also** inform the Authority in writing within seven days of having received a caution, fixed penalty or community resolution and if released by the police on bail or under investigation.

10. Deposit of Drivers Licence

If the proprietor permits or employs any other person to drive the vehicle as a hackney carriage/private hire vehicle, the proprietor shall retain the person's hackney carriage/private hire drivers licence until such time as the driver ceases to be permitted or employed to drive the vehicle.

11. Transfer of Interest

The proprietor shall notify the Authority in writing, giving the name and the address of the new proprietor, within 14 days if he transfers his interest in the vehicle to another person.

12. Accident Notification

The proprietor shall notify the Authority as soon as is practicable, or in any case within 72 hours of any accident which results in damage to the vehicle.

13. Additional Charges

The proprietor shall pay the Authority any reasonable additional charges to be determined by the Authority for:
A) the replacement of any lost, damaged or stolen plate, decal or sign provided by the Authority (and which is required to be attached or displayed on or in the vehicle as a condition of this licence);
B) any vehicle test appointment for which the proprietor fails to present the vehicle for testing or which is cancelled by the proprietor without giving at least 48 hours notice to the Authority.

14. Insurance

All vehicles must have a current valid policy of insurance at all times appropriate to the vehicle.

If a vehicle is off the road and uninsured the proprietor must advise the Licensing Section in writing immediately or in any event within 72 hours.

15. Hackney Carriage and Private Hire Licensing Policy

All proprietors must read the Authority's Hackney Carriage and Private Hire Licensing Policy and act in accordance with the Policy as it applies to them

Additional Conditions/departure from standard conditions

As required

Stamped/dated

Appendix C

Vehicle Testing Arrangements – Components to be Inspected

Body / Vehicle Structure

Free from excessive corrosion or damage in specific areas. No sharp edges likely to cause injury.

Speedometer/Odometer

Condition and operation.

Fuel System

No leaks. Security and condition of pipes/hoses. Fuel cap fastens and seals securely.

Exhaust Emissions

Vehicle meets the requirements for exhaust emissions, dependent on the age and fuel type of the vehicle.

Exhaust System

Secure. Complete. Catalyst missing where one was fitted as standard. Without serious leaks and is not too noisy.

Seat Belts

All the seat belts fitted are checked for type, condition, operation and security. All mandatory seat belts must be in place. Check of the Malfunction Indicator Lamp (MIL) for air bags and seat belt pre tensioners and load limiters.

Seats

Driver's seat for adjustment. All seats for security and seat backs can be secured in the upright position.

Doors

Latch securely in closed position. Front doors should open from the inside and outside the vehicle. Rear doors should open from outside the vehicle. Hinges and catches for security and condition.

Mirrors

Minimum number required, condition and security. Indirect vision devices.

Load Security

Boot or tailgate can be secured in the closed position.

Brakes

Condition including inappropriate repairs or modifications, operation and performance (efficiency test). Note the removal of the road wheels and trims are not part of the test. Anti-lock Braking System (ABS) and Electronic Stability Control (ESC) where fitted. Check of the dashboard Malfunction Indicator Lamp (MIL) for ABS, ESC, electronic park brake and brake fluid warning.

Tyres and Wheels (including spare)

Condition, security, tyre size/type and tread depth. Note: vehicles first used on or after 1st January 2012 – check of the MIL for Tyre Pressure Monitoring System (TPMS).

Registration Plates

Condition, security, colour, characters correctly formed and spaced.

Lights

Condition, operation including High Intensity Discharge (HID) and Light Emitting Diode (LED) headlamps for cleaning, self-levelling and security. Headlamp aim. Main beam warning light.

Bonnet

Securely latches in the closed position.

Wipers / Washers

Operate to give the driver a clear view ahead.

Windscreen

Condition and driver's view of the road.

Horn

Correct operation and of suitable type.

Steering and Suspension

Condition, steering oil level, operation, a check for inappropriate repairs or modification including corrosion to power steering pipes or hoses. Operation of steering lock mechanism. Check of MIL for electronic power steering and steering lock.

Towbars (if fitted)

Security/condition/inappropriate repairs or modification. Correct operation of 13 pin electrical socket.

Vehicle Identification Number

Present on vehicles first used on or after 1st August 1980. A single VIN is displayed except on multistage build vehicles (e.g. van conversion, BMW/ Alpina).

Electrical

Visible electrical wiring and battery

Vehicle Interior

Clean.

Vehicle Exterior

Uniform colour.

Glass

Windscreen - minimum 75% light transmittance.

Front side windows - minimum 70% light transmittance

If tinted windows are fitted as standard there will be no minimum light transmission to the rear of the B pillar.

All other windows – minimum 34% light transmittance

Meter (if fitted)

Must be of an approved type and sealed.

Spare Wheel

The vehicle shall be equipped with either:

- (a) A spare wheel of full or space save design above the legal tread requirement and the tools to change a wheel,
or
- (b) An emergency puncture repair kit (to include compressor/inflator) or
- (c) Run flat tyres or
- (d) Provide evidence of a contract with a mobile tyre replacement specialist.

Wheel-brace & Jack (only if spare wheel present)

Present. Correct operation.

Luggage Accommodation

Compartment clean, empty.

Seats & Interior Trim

Clean, free from rips or tears.

Floor Covering

Clean. No obstructions.

Licence Plate (Annual and Interim Tests Only)

Present. Securely attached to vehicle. Correct location on vehicle. In satisfactory condition and information legible

NTC Windscreen Disc

Present. Securely attached to windscreen. In satisfactory condition, information legible.

NTC Door Signs

Present. Fitted correctly. In satisfactory condition, information legible.

NTC Emergency/ Information Signs (Minibuses/PCV's)

Present. In satisfactory condition, information legible.

For Hire Sign (hackney carriage only)

Present. Works in conjunction with meter and roof-sign.

Roof Sign (Hackney carriages only)

Present. Correct type and size for type of vehicle. Correct colours. Lettering correct size.

Advertising - bodywork

Approved. Present only on rear doors & boot area of vehicle unless approved.

Advertising - glass

Approved. Present only on top edge of windscreen.

NTC Fare Table (hackney carriage only) (Dashboard/partition/Rear Windows)

Present. In satisfactory condition. Most recent issue.

Byelaws (hackney carriage only)

Present. Satisfactory condition and legible

Interior Door Locks (Purpose built hackney carriage only)

Work in conjunction with foot-brake.

Ramps (if present)

Present. Stored securely. Adequate locking device must be fitted to ensure the ramps do not slip or tilt when in use.

Wheelchair Anchorages (if applicable)

Must be of an approved type (chassis or floor linked and capable of withstanding approved dynamic or static tests).

Tail-Lifts (if present)

Must have valid LOLER Certificate. Tail lift must not prevent the rear door(s) from being opened and must be easily moved if the power supply fails.

Appendix D
Standard 'Exemption Notice' Conditions
Executive Hire Vehicles

General Conditions

1. The Proprietor shall notify the Authority immediately in writing if there is any material change in the nature of the use of the vehicle.
2. The Proprietor shall ensure that the private hire vehicle licence identification disc issued by the Authority is displayed within the nearside of the front windscreen at all times.
3. The 'Exemption Notice' issued by the Director of Public Health in respect of the licensed private hire vehicle shall be carried within the vehicle at all times, and presented for inspection at the request of an Authorised Officer of the Authority, a Police Constable or the hirer.
4. Other than the Authority's Licence Identification Disc; the proprietor shall not display in, on or from the vehicle any advertisement, sign, logo or insignia advertising the operating company or promoting the vehicles' status as a licensed private hire vehicle, without the prior written approval of the Director of Public Health.
5. The Private Hire Vehicle proprietors licence identification plate and decals issued by the Authority shall not be affixed to the vehicle, and shall not be displayed in, on or from the vehicle at any time.
6. The Private Hire Vehicle proprietors licence identification plate issued by the Authority shall be carried in the luggage compartment of the vehicle at all times and produced for inspection at the request of an Authorised Officer of the Authority, a Police Constable or the hirer.
7. No taximeter shall be displayed within the vehicle at any time.
8. No table of fares/tariff card shall be displayed in the vehicle at any time.
9. A tariff of charges shall be deposited with the Authority and shall be carried within the vehicle at all times.
10. The Proprietor shall not change the body colour(s) which were present when the vehicle was first licensed without the prior written consent of the Director of Public Health.
11. The Proprietor shall ensure that the driver of the vehicle does not wear the private hire drivers licence identification badge issued by the Authority or display that badge in, on or from the vehicle at any time.
12. The Proprietor shall ensure that the private hire drivers identification badge issued by the Authority shall be carried within the vehicle at all times and produced for inspection at the request of an Authorised Officer of the Authority, a Police Constable or the hirer.
13. The Proprietor shall ensure that the driver of the vehicle shall be appropriately dressed in a chauffeur's uniform or business suit when the vehicle is hired.
14. The Proprietor shall ensure that the hirer shall be afforded the facility to settle accounts and/or tender direct payment by credit card, debit card, cheque or cash.

Additional Conditions

Any executive hire vehicle wishing to take advantage of the exemption limiting the window tint (less than 34% light transmittance) should not be engaged in any contract or provision of vehicle for the carriage of school children or based around the carriage of unaccompanied children/young persons (under age 18 years). The driver must not act as the accompanying adult. Further, the Operator must, unless such a vehicle has been specifically requested, inform a hirer that such a vehicle with tinted windows will be supplied.

Appendix E

Private Hire Driver Licence Conditions of Licence

The following conditions are attached to the grant of the following driver licence:

Name of licensee:

Licence Number:

Failure to comply with the conditions may lead to action being taken against your licence.

1. Conduct of Driver

The Driver shall:-

1. Afford all reasonable assistance with passenger's luggage
2. At all times comply with the Authority dress code and behave in a civil and orderly manner
3. Take all reasonable steps to ensure the safety of passengers conveyed in, entering or alighting from the vehicle driven by him/her
4. Not without the express consent of the hirer, drink or eat in the vehicle.
5. Not without express consent of the hirer, play any radio or sound reproducing instrument or equipment in the vehicle he/she is driving to be a source of nuisance or annoyance to any person, whether inside or outside the vehicle
6. Drivers are issued with two badges, one to be worn around the neck. At all times when acting in accordance with this licence a badge licensed to him/her must be displayed in such a position and manner as to be plainly and distinctly visible to passengers.

The Driver shall not smoke in the vehicle at any time, including when the vehicle is not available for hire.

2. Passengers

1. The driver shall not convey or permit to be conveyed in a private hire vehicle a greater number of persons than that prescribed in the licence for the vehicle.
2. The driver shall not allow there to be conveyed in the front of a private hire vehicle beside him/her:
 - (a) Any child below the age of three years, or
 - (b) more than one person.

3. Lost Property

If any identifiable property is left in a private hire vehicle by any person who may have been conveyed therein is found by or handed to the driver, he/her shall take it as soon as possible in any event within twenty four hours, if not sooner claimed by or on behalf of its owner to a convenient police station and leave it in the custody of the Officer on his/her giving a receipt for it.

4. Written Receipts

The driver shall if requested by the hirer of a private hire vehicle provide him/her with a written receipt for the fare paid.

5. Animals

The driver shall not convey in a private hire vehicle any animal belonging to or in the custody of himself or the proprietor or operator of the vehicle whilst the vehicle is hired and he/she shall ensure that any animal belonging to or in the custody of any passengers is conveyed in the rear of the vehicle.

This does not apply to a disabled person's guide, hearing or assistance dog which must be carried in a private hire vehicle or hackney carriage vehicle without any additional charge, unless the driver holds a Certificate of Exemption on medical grounds issued under the Equality Act 2010.

6. Prompt Attendance

The driver of a private hire vehicle shall, if he/she is aware that the vehicle has been hired to be in attendance at an appointed time and place or he/she has otherwise been instructed by the operators or proprietor of the vehicle to be in attendance at an appointed time and place, punctually attend at the appointed time and place, unless delayed or prevented by sufficient cause.

7. Deposit of Licence

If the driver is permitted or employed to drive a private hire vehicle of which the proprietor is someone, other than himself, he/she shall before commencing to drive that vehicle deposit this licence with that proprietor for retention by him until such time as the driver ceases to be permitted or employed to drive the vehicle or any other vehicle.

8. Change of Address

The driver shall notify the Licensing Office in writing of his/her address during the period of the licence within seven days of such change taking place.

9. Medical Fitness

The driver must inform the Licensing Office immediately if he/she suffers from a medical condition or disability or a condition or disability previously notified worsens that may alter his/her ability to drive a vehicle.

A driver who receives medical treatment or medical consultation shall confirm with their medical attendant whether they are at that time fit to undertake the duties of a private hire vehicle driver. Where any medical attendant specifies that a driver should not drive for a determinate or indeterminate period that driver shall notify the Authority immediately in writing of such medical opinion.

The requirement will not apply to any temporary incapacity or treatment for the duration of which the driver does not intend to drive a private hire vehicle.

10. Convictions, Cautions, Fixed Penalty, Community Resolutions or On-going Investigations

The driver shall within seven days disclose to the Authority in writing details of **any** conviction (including all motoring offences), caution, fixed penalty or community resolution received during the period of the licence. The driver shall also notify the Authority in writing within seven days if he/she has been charged with an offence or has been released by the police on bail or under investigation.

11. People who have spent time overseas

Existing licensed drivers must notify the Authority in writing when they intend to leave the country for an extended period of 3 months or more. They must also notify the Authority on their return and complete a statutory declaration on the form provided by the Authority.

12. Return of Badges

The driver shall upon the expiry, revocation or suspension of this licence forthwith return to the Authority the driver's badges issued by the Licensing Office when granting this licence.

13. Taxi Meter

If a private hire vehicle is fitted with a taxi meter or other Authority approved device used to calculate the fare, the driver shall not cause the fare recorded thereon to be cancelled or concealed until the hirer has had a reasonable opportunity of examining it and has paid the fare (unless credit is to be given).

14. Fare to Be Demanded

The driver shall not demand from any hirer of a private hire vehicle, fare in excess of any previously agreed for that hiring between the hirer and operator, or if the vehicle is fitted with a taxi meter and there has been no previous agreement as to the fare, the fare shown on the face of the taxi meter.

15. No smoking Policy

Smoking in a smoke-free place is prohibited under the Health Act 2006 by both the driver and passengers.

In this context a 'smoke-free place' includes a licensed hackney carriage and private hire vehicle as well as a private hire operator's premises.

Smoking also includes the use of e-cigarettes.

16 Renewal of Licence

The driver must apply to renew a private hire driver's licence in the four weeks preceding the expiry date of the licence.

17. Wheelchair Accessible Vehicles

All drivers of wheelchair accessible vehicles must:

(i) Be fully conversant with the correct method of operation of all ramps, lifts and wheelchair restraints fitted to the vehicle.

(ii) Before any movement of the vehicle takes place ensure that all wheelchairs are firmly secured to the vehicle using an approved restraining system and the brakes of the wheelchair have been applied.

(iii) Ensure that any wheelchairs, equipment and passengers are carried in such a manner that no danger is likely to be caused to those passengers or to anyone else, in accordance with Regulation 100 of the (Construction and Use) Regulations 1986.

18. Responsibility Towards Authority Employees

Drivers are expected to be polite and courteous at all times and to comply with any reasonable request made by a Licensing or Civil Enforcement Officer or Testing Mechanic. Verbal or physical abuse will not be tolerated.

19. Subscription to the Disclosure and Barring Service (DBS) Update Service

All drivers will be required to subscribe to the DBS update service.

20. Hackney Carriage and Private Hire Licensing Policy

All drivers must read the Authority's Hackney Carriage and Private Hire Licensing Policy and act in accordance with the Policy as it applies to them.

Appendix F **Code of Good Conduct For Licensed Drivers**

In order to promote its licensing objectives as regards hackney carriage and private hire licensing, the Authority has adopted the following Code of Good Conduct, which should be read in conjunction with the other statutory and policy requirements set out in this document.

1. Responsibility to the Trade

Licensees shall endeavour to promote the image of the Hackney Carriage and Private hire trade by:

- (a) complying with this Code of Good Conduct;
- (b) complying with all the Conditions of their Licence and the Authority's Hackney Carriage and Private Hire Licensing Policy; Byelaws
- (c) behaving in a professional manner at all times.

2. Responsibility to Clients

Licensees shall:

- (a) maintain their vehicles in a safe and satisfactory condition at all times;
- (b) keep their vehicles clean and suitable for hire to the public at all times;
- (c) attend punctually when undertaking a pre-booked hiring;
- (d) assist, where necessary, passengers into and out of vehicles;
- (e) offer passengers reasonable assistance with luggage.

3. Responsibility to Residents

To avoid nuisance to residents when picking up or waiting for a fare, a driver shall:

- (a) only use the vehicle horn in accordance with the law;
- (b) keep the volume of radio/cassette/cd player and VHF/digital radios to a minimum;
- (c) switch off the engine if required to wait;
- (d) take whatever additional action is necessary to avoid disturbance to residents in the neighbourhood.

At hackney carriage stands and other places where hackney carriages ply for hire by forming queues, drivers shall, in addition to the requirements above:

- (a) stand in an orderly manner and proceed along the stand in order and promptly;
- (b) remain in the vehicle.

At private hire offices a licensee shall:

- (a) not allow their radio/cassette/cd players or VHF/digital radios to cause disturbance to residents of the neighbourhood;
- (b) take whatever additional action is necessary to avoid disturbance to residents of the neighbourhood which might arise from the conduct of their business.

4. General

Drivers shall:

- (a) pay attention to personal hygiene and dress in accordance with the Dress Code;
- (b) be polite, helpful and respectful to passengers;
- (c) drive with care and due consideration for other road users and pedestrians and in particular shall not use a hand held mobile phone whilst driving;
- (d) obey all Traffic Regulation Orders and directions at all time;
- (e) not smoke in the vehicle at any time (this includes e-cigarettes);
- (f) not consume alcohol immediately before or at any time whilst driving or being in charge of a hackney carriage or private hire vehicle;
- (g) not drive while having misused legal or illegal drugs;
- (h) fulfill their responsibility to ensure compliance with legislation regarding the length of working hours.

PLEASE NOTE: ANY AMOUNT OF ALCOHOL OR DRUGS CAN AFFECT A DRIVER'S JUDGEMENT. THE AUTHORITY WILL TAKE A VERY SERIOUS VIEW OF ANY DRIVER BEING FOUND TO HAVE CONSUMED ANY ALCOHOL OR HAVING MISUSED ANY DRUGS WHILST IN CHARGE OF A LICENSED VEHICLE.

Appendix G

Drivers Dress Code

The purpose of a driver's dress code is to seek a standard of dress that promotes a positive image of the hackney carriage and private hire trade in North Tyneside, to enhance a professional image of licensed drivers and ensure that public and driver safety is not compromised.

The dress code is not a condition of licence and will not be enforced as such, however the Licensing Authority encourages drivers to comply with the requirements.

Acceptable Standards of Dress

Tops

- Shirts, blouses, T-Shirts or sweat tops should cover the shoulders and be capable of being worn inside trousers or shorts.
- Shirts or blouses may be worn with a tie or open necked.

Footwear

- Footwear for all drivers shall fit around the heel of the foot.

Unacceptable Standard of Dress

The following are deemed unacceptable:

- Clothing not kept in a clean condition, free from holes and rips.
- Words or graphics on any clothing that is of an offensive or suggestive nature or which might offend.
- Sportswear (e.g. football/rugby kits, track suits, beach wear etc).
- Sandals with no heel straps, flip flops or any other form of footwear not secured around the heel.
- Drivers not having either the top or bottom half of their bodies suitably clothed.

Appendix H

Private Hire Operators Licence Conditions of Licence

1. RECORDS

- (i) The records required to be kept by the operator under section 56(2) of the Local Government (Miscellaneous Provisions) Act 1976 must be kept in a suitable book, the pages of which are numbered consecutively, or other durable recording format and the operator shall enter or cause to be entered therein **before** the commencement of each journey, the following particulars of every booking of a private hire vehicle invited or accepted by him, including where a booking is sub-contracted (whether the vehicle that is used is licensed under section 48 of the 1976 Act, or is licensed as a hackney carriage under section 37 of the Town Police Clauses Act 1847):
- the name of the hirer/passenger;
 - The date and time of the hiring;
 - The agreed date and time of the pick-up
 - the pick-up point;
 - the destination;
 - the name or unique callsign of the driver allocated to the booking;
 - the driver's licence number;
 - the vehicle registration number of the vehicle;
 - the name of any individual that responded to the booking request;
 - the name of any individual that dispatched the vehicle
 - Remarks (including details of any booking sub-contracted to another private hire operator)
- (ii) The operator shall also keep records of the particulars of all vehicles operated or used by him (whether licensed under section 48 of the Local Government (Miscellaneous Provisions) Act 1976 or under section 37 of the Town Police Clauses Act 1847, which particulars shall include details of the proprietors, registration numbers, licence number and drivers of such vehicles, together with any radio call sign used.
- (iv) The operator shall keep records of all desk clerks employed by him, including their name, date of birth and home address. A daily record must be kept of the time worked by each clerk.
- (v) The desk clerk shall sign the booking sheet at the start of each duty, or, in the case of computerised booking systems, log on at the start of each duty.
- (vi) All records kept by the operator shall be preserved for a period of not less than ONE year following the date of the last entry.
- (vii) The Operator must maintain and keep up to date a register of all staff who take bookings and/or dispatch vehicles to fulfil bookings.
- viii The Operator must have a clear policy that sets out the criteria to be applied when employing members of staff responsible for the booking and/or dispatch of vehicles who have previous convictions.
- ix) The Operator must maintain a register confirming that they have had sight of a Basic Disclosure and Barring Service check on all individuals employed as booking and dispatch staff and that this is compatible with their policy on employing those with previous convictions.
- x) The Operator must ensure that a Basic Disclosure and Barring Service check has been conducted on any individual added to the register of staff.
- xi) All records which are required to be kept under the conditions of licence must be made available upon request to an Authorised Officer of the Authority or a constable.
- xii) The Operator must not dispatch a driver who is a licensed Passenger Carrying Vehicle driver and use a Public Service Vehicle (such as a minibus) to fulfil a booking without the informed consent of the person making the booking. The Operator must be able to evidence that such consent was given by the passenger prior to the picking up of the passenger.

2. STANDARD OF SERVICE

The operator shall provide a prompt, efficient and reliable service to members of the public at all reasonable times and for this purpose shall in particular:

- a) Ensure that when a private hire vehicle has been hired to be in attendance at an appointed time and place, the vehicle shall, unless delayed or prevented by sufficient cause, punctually attend at that appointed time and place.
- b) Keep clean, adequately heated, ventilated and lit any premises which the operator provides and to which the public have access, whether for the purpose of booking or waiting.
- c) Ensure that any waiting area provided by the operator has adequate seating facilities.
- d) Ensure that any telephone facilities and radio equipment provided are maintained in a sound condition and that any defects are repaired promptly.

3. COMPLAINTS

The operator shall notify the Authority in writing, within seven days, of any complaints concerning a contract for hire or purported contract for hire relating to or arising from his business and of the action (if any) which the operator has taken or proposes to take in respect thereof.

4. CHANGE OF ADDRESS

The operator shall notify the Authority in writing of any change of his/her home address during the period of the licence within seven days of such change taking place.

5. CONVICTIONS, CAUTIONS, COMMUNITY RESOLUTION OR ON-GOING INVESTIGATIONS

The operator shall within seven days disclose to the Authority in writing details of any conviction, caution or community resolution imposed on him/her (or, if the operator is a Company, of any its Directors) during the period of the licence.

The operator shall within seven days disclose to the Authority in writing of any on-going police (or other authority) investigation of him (or, if the operator is a Company, of any its Directors).

6. OPERATORS LICENCE

Operators shall operate wholly from those premises specified in the licence and situated within the boundaries of the Borough of North Tyneside.

The Operator shall display the Operator's Licence issued by the Local Authority in a conspicuous position at the licensed premises.

7. SPECIAL CONDITIONS RELATING TO PORTACABINS

- (i) The operator will provide and maintain hot and cold running water and wash hand basin facilities, which will be permanently connected to the main sewage system.
- (ii) The operator will provide and maintain toilet facilities which are to be permanently connected to the main sewerage system.

8. HACKNEY CARRIAGE AND PRIVATE HIRE LICENSING POLICY

Operators should read the Authority's Hackney Carriage and Private Hire Licensing Policy and act in accordance with Policy as it applies to them.

9. RENEWAL of LICENCE

The Operator must apply to renew a licence in the four weeks preceding the expiry date of the licence.

Metropolitan Borough of North Tyneside

BYELAWS

Metropolitan Borough of North Tyneside Byelaws made under Section 68 of The Town Police Clauses Act 1847, and Section 171 of The Public Health Act 1875 by the Authority of the Borough of North Tyneside, with respect to hackney carriages in the Borough of North Tyneside dated 4th March 1977 (all previous versions of these repealed)

INTERPRETATION

1. Throughout these byelaws “the Authority” means the Authority of the Borough of North Tyneside and “the district” means the Borough of North Tyneside.

PROVISIONS REGULATING THE MANNER IN WHICH THE NUMBER OF EACH HACKNEY CARRIAGE CORRESPONDING WITH THE NUMBER OF ITS LICENCE SHALL BE DISPLAYED

2. (a) The proprietor of a hackney carriage shall cause the number of the licence granted to him in respect of the carriage to be legibly painted or marked inside of the carriage and on plates affixed to the outside of the carriage.
- (b) A proprietor or driver of a hackney carriage shall:-
- (i) Not wilfully or negligently cause or suffer any such number to be concealed from public view while the carriage is standing or plying for hire
 - (ii) Not cause or permit the carriage to stand or ply for hire with any such painting marking or plate so defaced that any figure or material particular is illegible.

PROVISIONS REGULATING HOW HACKNEY CARRAIGES ARE TO BE FURNISHED OR PROVIDED

3. Every proprietor of a hackney carriage shall:-
- (a) provide sufficient means by which any person in the carriage may communicate with the driver
 - (b) cause any roof or covering to be kept water tight
 - (c) provide any necessary windows and a means of opening and closing not less than one window on each side
 - (d) cause the seats to be properly cushioned or covered
 - (e) cause the floor to be provided with a proper carpet mat or other suitable covering
 - (f) cause the fittings and furniture generally to be kept in a clean condition well maintained and in every way fit for public service
 - (g) provide means for securing luggage if the carriage is so constructed to carry luggage
 - (h) provide for an efficient fire extinguisher which shall be carried in such a position as to be readily available for use
 - (i) in cases of motor hackney carriage provide at least two doors for the use of persons conveyed in such carriage and a separate means of ingress and egress for the driver.
4. Every proprietor of a motor hackney carriage shall cause the same to be provided with a taximeter so constructed attached and maintained as to comply with the following requirements that is to say: -
- (a) If the taxi meter is fitted with a flag or other device bearing the words “FOR HIRE”
 - (i) the words “FOR HIRE” shall be exhibited on each side of the flag of the flag or other device in plain letters at least one and a half inches in height and the flag or other device shall be capable of being locked in a position in which the words are horizontal and legible
 - (ii) when the flag or the other device is so locked the machinery of the taximeter shall not be in action and the means of bringing it into action shall be by moving the flag or other device so that the words are not conveniently legible

- (b) If the taximeter is not fitted with a flag or other device bearing the words "FOR HIRE"
 - (i) the taximeter is not fitted with a key or other device the turning of which will bring the machinery of the taximeter into action and cause the word "HIRED" or other indication that the vehicle has been hired to appear on the face of the taximeter
 - (ii) such key or device shall be capable of being locked in such a position that the machinery of the taximeter is not in action and no fare is recorded on the face of the taximeter
- (c) when the machinery of the taximeter is in action there shall be recorded on the face of the taximeter in figures clearly legible and free from ambiguity a fare not exceeding the rate of fare which the proprietor or driver is entitled to demand and take in pursuance of the byelaw in that behalf for the hire of the carriage by distance
- (d) the word "FARE" shall be printed on the face of the taximeter in plain letters so as clearly to apply to the fare record thereon
- (e) the taximeter shall be so placed that all letters and figures on the face thereof may be at all times plainly visible to any person being conveyed in the carriage and for the purpose the letters and figures shall be capable of being suitably illuminated during any period of hiring
- (f) the taximeter and all fittings thereof shall be affixed to the carriage with seals or other appliances that it shall not be practicable for any person to tamper with them except by breaking damaging to permanently displacing the seals of other appliances

5. Every proprietor of a motor hackney carriage provided with a taximeter not fitted with a flag or other device bearing the words "FOR HIRE" shall cause the carriage to be provided with a sign so constructed as to comply with the following requirements that is to say:-

- (a) the sign shall bear the words "FOR HIRE" in plain letters at least one and a half inches in height
- (b) the sign shall be capable of being so operated that it indicates clearly and conveniently to persons outside the vehicle whether or not the vehicle is for hire

PROVISION REGULATING THE CONDUCT OF THE PROPRIETORS AND DRIVERS OF HACKNEY CARRIAGES PLYING WITHIN THE DISTRICT IN THEIR SEVERAL EMPLOYMENTS AND DETERMINING WHETHER SUCH DRIVERS SHALL WEAR ANY AND WHAT BADGES

6. Every driver of a motor hackney carriage shall:-

- (a) if the taximeter is fitted with a flag or other device bearing the words "FOR HIRE"
 - (i) when standing or plying for hire keep such flag or other device locked in the position in which the words are horizontal and legible
 - (ii) as soon as the carriage is hired by distance and before commencing the journey bring the machinery of the taximeter into action by moving the flag or other device so that the words are not conveniently legible and keep the machinery of the taximeter in action until the termination of hiring
- (b) if the taximeter is not fitted with a flag or other device bearing the words "FOR HIRE"
 - (i) when standing or plying for hire keep the taximeter locked in the position in which no fare is recorded on the face of the taximeter and operate the sign provided in pursuance of byelaw 5 so that the words "FOR HIRE" are clearly and conveniently legible by persons outside the carriage
 - (ii) as soon as the carriage is hired whether by distance or by time or at any time when the carriage is not available operate the said sign so that the words "FOR HIRE" are not conveniently legible by persons outside the carriage
 - (iii) as soon as the carriage is hired by distance and before commencing the journey, bring the machinery of the taximeter into action by moving the key or other device fitted for the purpose so that the words "HIRED" or other indication that the vehicle has been hired is legible on the face of the taximeter, and the machinery of the taximeter in action until the termination of the hiring
- (c) cause the dial of the taximeter to be properly illuminated throughout any part of the hiring which is during the hours of darkness as defined for the purposes of the Road Traffic Act 1972 and also at any other time at the request of the hirer

7. A proprietor or driver of a hackney carriage shall not tamper with or permit any person to tamper with any taximeter with which the carriage is provided, with the fittings thereof, or with the seals affixed thereto
8. The driver of a hackney carriage shall, when plying for hire in the street and not actually hired:-
 - (a) proceed with reasonable speed to one of the hackney carriage stands appointed by the Authority under the provisions of Section 63 of the Local Government (Miscellaneous Provisions) Act 1976 for his particular class of vehicle;
 - (b) if a stand, at the time of his arrival, is occupied by the full number of carriages authorised to occupy it, proceed to another stand;
 - (c) on arriving at the stand in Front Street, Tynemouth (at eastern end of the parking area in the centre of the carriageway opposite the junction with Hotspur Street) if the same is not already occupied by the full number of carriages authorised to occupy it, station the carriage obliquely to the line of the carriageway in the direction indicated by white lines painted upon the carriageway and on one of the vacant spaces indicated by such white lines; and
 - (d) on arriving at the stand other than one referred to in paragraph (c) above:-
 - (i) if the stand is not already occupied by the full number of carriages authorised to occupy it, station the carriage or carriages on the stand and so as to face the same direction; and
 - (ii) from time to time when any other carriages immediately in front is driven off or moved forward causing his carriage to be moved forward so as to fill the place previously occupied by the carriage driven off or moved forward
9. The proprietor or driver of a hackney carriage who has agreed or has been hired to be in attendance with the carriage at an appointed time and place shall, unless delayed or prevented by some sufficient cause, punctually attend with such carriage at such appointed time and place.
10. If a badge has been provided by the Authority and delivered to the driver of a hackney carriage, either with the licence granted to him by the Authority or afterwards, he shall when standing, plying for hire and when hired, wear that badge in such position and manner as to be plainly and distinctly visible.
11. Every driver of a hackney carriage so constructed as to carry luggage shall when requested by any person hiring or seeking to hire the vehicle:-
 - (a) convey a reasonable quantity of luggage
 - (b) afford reasonable assistance in loading and unloading
 - (c) afford reasonable assistance in removing it to or from the entrance to any house, station or place, at which he may take up or set down such a person
12. The proprietor or driver of a hackney carriage shall at all times when standing, plying for hire and when hired, conduct himself in an orderly manner, and shall take all reasonable precautions to ensure the safety of persons conveyed in or entering or alighting from the vehicle.
13. Every proprietor of a hackney carriage who shall knowingly convey in the carriage the dead body of any person shall immediately thereafter, notify the fact to the Chief Environmental Health Officer of the Authority.
14. A driver or proprietor of a hackney carriage, when standing or plying for hire, shall not, by calling out or otherwise, importune any persons to hire such carriage and shall not make use of the services of any other person for this purpose.
15. A proprietor of a hackney carriage shall not convey or permit to convey in such carriage any greater number of persons than the number of persons specified by the Authority which number shall be legible marked or painted on the plates required by Byelaw 2(a). For the purpose of this byelaw two children each under the age of 12 years may be regarded as one person.
16. Every driver of a hackney carriage shall at all times when standing, plying or driving for hire when required by any police constable or any person hiring such carriage produce a copy of these byelaws for the perusal and inspection of such constable or person.
17. The driver of a hackney carriage shall not at anytime when driving for hire, smoke tobacco or any like substance without the permission of the person hiring and being conveyed in such carriage.

PROVISION FOR SECURING THE DUE PUBLICATION OF FARES

- 18.** (a) The proprietor or driver of a hackney carriage shall be entitled to demand and take for the hire of the carriage the rate or fare prescribed by the Authority, the rate or fare being calculated by distance unless the hirer expresses at the commencement of the hiring his desire to engage by time.
- (b) Provided always that where a hackney carriage furnished with a taximeter shall be hired by distance the proprietor or driver thereof shall not be entitled to demand or take a fare greater than that recorded on the face of the taximeter save for any extra charges authorised by the Authority which it may not be possible to record on the face of the taximeter.
- (c) The proprietor of a hackney carriage shall:-
- (i) cause a statement of the fares from time to time fixed by the Authority under the provisions of Section 65 of the Local Government (Miscellaneous Provisions) Act, 1976 to be painted or marked on the inside of the carriage, or on a place fixed thereto in clearly distinguishable letters and figures; and
 - (ii) renew such letters and figures as often as is necessary to keep them clearly visible
- (d) The proprietor of a hackney carriage bearing a statement of fares in accordance with this byelaw shall not wilfully or negligently cause or suffer the letters or figures in the statement to be concealed or rendered illegible at any time while the carriage is plying or being used for hire.

PROVISIONS SECURING THE SAFE CUSTODY AND REDELIVERY OF ANY PROPERTY ACCIDENTALLY LEFT IN HACKNEY CARRIAGES AND FIXING THE CHARGES TO BE MADE IN RESPECT THEREOF

- 19.** The proprietor or driver of a hackney carriage shall immediately after termination of any hiring or as soon as practicable thereafter and before the next hiring, carefully search the carriage for any property that may have been accidentally left therein.
- 20.** The proprietor or driver of a hackney carriage shall, if any property accidentally left therein by any person who may have been conveyed in the carriage be found by or handed to him
- (a) carry it within twenty four hours, if not sooner claimed by or on behalf of its owner, to the office of the Superintendent of Police at North Shields, Wallsend or Whitley Bay and leave it in the custody of the officer in charge on his giving a receipt for it,
 - (b) be entitled to receive from any person to whom the property shall be re-delivered an amount equal to five pence in the pound of its estimated value (or the fare for the distance from the place of finding to the nearest office of the Superintendent of Police referred to in Byelaw 22(a) whichever is the greater) but not more than five pounds.

SPECIAL PROVISIONS IN RELATION TO HACKNEY CARRIAGES DRAWN BY ANIMALS

- 21.** The driver of a hackney carriage drawn by any animal or animals shall, while standing, ply or driving for hire, cause every part of the harness of the animal or animals drawing the carriage to be kept in order, so that the animal or animals shall be properly and securely attached to the carriage, and under due control.
- 22.** The proprietor or driver of a horse-drawn hackney carriage shall not, in any street, feed or allow to be fed any horse harnessed or otherwise attached to such carriage, except with food contained in a proper bag or other receptacles suspended from the head of such horse or from the centre pole of the carriage, or which is held in and delivered with the hand of the person feeding such horse.
- 23.** The proprietor or driver of a hackney carriage shall not while standing, plying or driving for hire, drive or allow to be driven, or harness or allowed to be harnessed to the carriage any animal in such condition as to expose any person conveyed or being in such carriage, or any person traversing any street, to risk of injury.
- 24.** The distance to which the driver of a hackney carriage drawn by any animal or animals may be compelled to take passengers shall be any distance along the sea front between Feathers Caravan Site, Whitley Bay to the North, and the Haven, Tynemouth to the south, provided that, on journeys from south to north, this shall include such deviations from the Sea Front Highway along Park Avenue and Park Road, Whitley Bay as are required by the Whitley Bay one way circulatory System.

25. The following provisions shall not apply in respect of horse drawn hackney carriages:-

Byelaws 3(a), (b), (c), (d), (e), (g) and (i), 4, 5, 6, 7 and 12.

26. Every person who shall offend against any of these byelaws shall be liable on summary conviction to a fine not exceeding fifty pounds in the case of a continuing offence to a further fine not exceeding five pounds for each day during which the offence continues after conviction therefore.

PASSENGER GUIDANCE

The Authority is responsible for licensing hackney carriages, private hire vehicles, their drivers and private hire operators within the Borough of North Tyneside. The primary concern of the Authority is the safety of the public.

Vehicles

The Authority licences two types of vehicle: Hackney Carriages – also known as taxis or cabs and Private Hire Vehicles.

Either vehicle must only be driven by drivers who are also licensed by North Tyneside Council. Before a vehicle is licensed the vehicle must be of an approved type and must meet certain, minimum specifications. It undergoes a thorough inspection at the Authority's Test Station at Killingworth (which includes an MOT) and must be appropriately insured. Vehicles over four years of age undergo an additional safety check every 6 months.

Hackney Carriages

Hackney Carriages licensed by North Tyneside Council can be flagged down in the street (only within the North Tyneside district) and they can also wait on one of the many official taxi ranks in the Borough. They can also be pre-booked.

Hackney carriages must:

- be black in colour,
- display a white licence plate on the rear of the vehicle showing the licence number, description of the vehicle including the registration number, maximum number of passengers that can be carried and contact details to make a complaint,
- be fitted with a roof-sign which must be illuminated when available to hire,
- be fitted with an operating taximeter which must be sealed and must be used during each hiring to record the fare,
- not charge more than the fare displayed on the meter,
- display the Authority's maximum Hackney Carriage fare tariff in a prominent position in the vehicle,
- display a white decal on each front door showing the licence number,
- display a disc in the top left-hand corner of the windscreen showing the licence number, the maximum number of passengers that can be carried and contact details to make a complaint,

Private Hire Vehicles

Private Hire Vehicles can only be pre-booked in advance via an Operator (they cannot be flagged down or wait in the street or wait on a rank). They are not subject to the Council's maximum fare tariff and the cost should therefore be agreed before the start of your journey.

Private Hire Vehicles must:

- not be black in colour, or any colour resembling black,
- display a yellow licence plate on the rear of the vehicle showing the licence number, description of the vehicle including the registration number, maximum number of passengers that can be carried and contact details to make a complaint.
- not be fitted with a roofsign of any description,
- display a yellow decal on each front door showing the licence number.
- display a disc in the top left-hand corner of the windscreen showing the licence number, the maximum number of passengers that can be carried and contact details to make a complaint.

Private Hire Operators

These are licensed by the Authority to make provision for the invitation or acceptance of private hire bookings. Before a licence is issued an operator must undergo a criminal record check and provide a business plan setting how he/she intends to operate.

It is the responsibility of an operator to ensure that all vehicles and drivers working from the office are licensed. Operators are therefore required to maintain and make available for inspection various records relating to the operation of their business including lists of vehicles and drivers operated by them.

Drivers

The Authority issues two types of driver's licence depending on the type of vehicle the driver wishes to drive: Hackney Carriage and Private Hire. The criteria and qualifications for each are virtually identical.

Before a licence is issued an applicant must prove to the Authority that he/she is a 'fit and proper' person. This is done by:

- proving they have held a full UK or EEA driving licence for at least a year,
- undergoing a criminal record check,
- providing a Group 2 medical (which is the same standard as for bus and lorry drivers),
- pass a knowledge/locality test,
- prove a right to live and work in the UK,
- undergo training on preventing Child and Adult Exploitation,

Once an applicant has proven they are 'fit and proper' the Authority will issue a licence for up to 3 years. Two identity badges are also issued to the driver showing their photograph and the expiry date of the licence. One badge must be worn at all times when the driver is working in a position that is clearly visible to passengers; the other badge must be displayed on the dashboard of the vehicle.

Enforcement

The Authority employs Licensing Officers to undertake enforcement work and this includes investigating complaints and carrying out spot check inspections of vehicles both during the day and out of hours when the late night economy is active. Where non-compliance with conditions of licence or legislation is noted officers will follow this up with appropriate action. This may be by verbal advice or a warning, the issue of a notice requiring a vehicle defect to be remedied, suspension of a vehicle licence and in some cases prosecution of the driver and/or proprietor/operator.

Complaints

Using taxis and private hire vehicles is a safe form of transport and the vast majority of journeys take place without incident. If you do want to make a complaint about the conduct of a driver or the condition of a vehicle contact the Licensing Office by telephone (0191 6432165), by email at taxi.licensing@northtyneside.gov.uk or online via the Authority's website at www.northtyneside.gov.uk. To assist us please make a note of the licence/plate number of the vehicle, the name or description of the driver and the date, time and place of the incident.

Refusals

A driver can refuse a fare with a reasonable excuse, for example a risk of physical violence, passengers who are abusive, racist, sexist, foul mouthed, extremely drunk, refuse to stop smoking, likely to vomit or have vomited over themselves etc.

Assistance dogs

A driver can only refuse to carry an assistance dog if he/she has a medical exemption certificate issued by the Authority. This must be shown on request.

Overcharging

It is an offence for a driver to charge a person with a disability, for example a wheelchair-user, more for a journey than any other comparable booking.

Staying safe

- If possible, pre-book your return journey before going out.
- Let a third party know the details of your journey.
- Check the vehicle has a rear licence plate and door decals, otherwise do not get in the vehicle.
- Make a note of the licence number displayed on the plate, decal and windscreen disc.
- Ask to see the driver's badge, make a note of his/her name and number.
- Do not get in the vehicle if the driver is unable to show you a badge or if it has expired.
- If you are on your own, sit in the back behind the driver.

Appendix 2 Consultation Responses

407 responses received:

1. Having read the introduction which of the following standards do you believe should be implemented by North Tyneside Council?

Retain current standards	37%
Replace current age standards with the emission standards to reflect those implemented in the CAZ	33%
Replace current age standards with the emission standards meeting the requirements of Diesel Euro 6 and Petrol Euro 5	22%
Replace current age standards with emission standards meeting the requirements of Diesel Euro 6 and Petrol Euro 6	8%

2. Which of the following categories best describes how you are answering this questionnaire?

As a resident	21%
As a business	3%
As an interested group or organisation	4%
As licensed driver / vehicle proprietor / operator	70%
Other	2%

Summary

Responses split by category:

Responses	Connected to the Taxi and PH Trade	All other
Retain current standards	39%	29%
Replace current age standards with the emission standards to reflect those implemented in the CAZ	29%	44%
Replace current age standards with the emission standards meeting the requirements of Diesel Euro 6 and Petrol Euro 5	26%	13%
Replace current age standards with emission	6%	14%

standards meeting the requirements of Diesel Euro 6 and Petrol Euro 6		
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North Tyneside Council

Report to Cabinet

Date: 18 September 2023

Title: Ambition for Education – Update

Portfolio(s):	Education, Inclusion, Employment and Skills; Supporting and Protecting Children; and Finance and Resources	Cabinet Member(s):	Councillor Steven Phillips Councillor Peter Earley Councillor Anthony McMullen
Report from Service Area:	Children Services Commissioning and Asset Management Resources		
Responsible Officer:	Julie Firth, Director of Children Services Mark Longstaff, Director of Commissioning and Asset Management Jon Ritchie, Director of Resources	Tel: 0191 643 1454 Tel: 0191 643 8089 Tel: 0191 643 5701	
Wards affected:	All		

PART 1

1.1 Executive Summary

North Tyneside has an education system to be proud of. A strong performer regionally and nationally, this reflects the hard work of Head Teachers and their teams, governing bodies, Elected Members, Authority staff and the fantastic children and young people.

The Authority believes that education is the catalyst for social mobility and the mitigation of deprivation; championing the learner continues to sit at the heart of the Authority's decision making. Officers continue to work with schools to tackle the priorities within the Ambition for Education document and the Special Educational Needs and Disabilities (SEND) Inclusion Strategy to improve outcomes for all pupils, to build on the Authority's partnerships to

transform lives, uncap the potential of children and young people, and mitigate against the longer-term impact of COVID-19. However, all of this needs to be achieved in a challenging environment for both schools and the Authority.

The purpose of this report is to:

- Outline the national and local context
- Outline the key strategic challenges currently facing the education system in North Tyneside, the work already underway as part of the Strategic Education and Inclusion Review, and the further work required to tackle these challenges in partnership with educational leaders. The key challenges are as follows:
 - Financial sustainability of Schools, in particular, Secondary provision;
 - Increasing demand in relation to Children and Young People with Special Educational Needs and Disabilities (SEND);
 - Post-16 Provision; and
 - Local Plan proposals on School Places and Catchment areas.

1.2 Recommendation(s)

It is recommended that Cabinet:

- (1) Note the key elements regarding the national and local context and note the continued challenges facing education;
- (2) Recognise the significant work that has happened in relation to the key strategic challenges regarding Special Educational Needs and Disabilities provision prior to and since joining the Safety Valve Intervention Programme in April 2023 and agree to progress the work identified;
- (3) Note the work that has progressed regarding the Education Review; and agree to progress the work with schools and governing bodies in the North East Planning Area and to seek a firm commitment by the end of October 2023 from them to protect the integrity of the current three-tier system and to continue to collaborate and work closely together to ensure educational and financial sustainability;
- (4) Agree that if no firm commitment is received from schools and governing bodies in accordance with recommendation (3) above, to receive a further

report to allow Cabinet to consider the alternative options available to the Authority to manage the existing financial risk;

- (5) Note the activities in relation to Catchment area amendments across the borough; and the intention to begin engaging with schools to explore options around future capacity / demand potentially arising from Local Plan Strategic sites;
- (6) Authorise the Director of Children Services, the Director of Commissioning and Asset Management and the Director of Resources in consultation with the Cabinet Member for Education, Inclusion, Employment and Skills, the Cabinet Member for Supporting and Protecting Children and the Cabinet Member for Finance and Resources to take all necessary steps to progress the work set out in the recommendations above; and
- (7) Agree to receive further reports as required on the progress made as set out in the recommendations above.

1.3 Forward Plan

Twenty-eight days' notice of this report has been given and it first appeared on the Forward Plan that was published on 4 August 2023.

1.4 Council Plan and Policy Framework

This report relates to the following themes in the Authority's updated Our North Tyneside Plan 2021-2025:

- A family friendly North Tyneside
- A thriving North Tyneside
- A caring North Tyneside

1.5 Information

1.5.1 Background

Schools and Officers in North Tyneside have established and sustained an education system to be proud of, as a collaboration they strive to sustain improvement and improve outcomes for all children and young people.

Historically, schools and colleges in the Borough have performed well in public examinations and against inspection frameworks with 95% judged to be good

or better by Ofsted. However, the Authority also recognises gaps in outcomes for disadvantaged pupils. At the end of the academic year 2022, performance data showed that despite pupils' overall outcomes comparing favourably with national outcomes, those of disadvantaged pupils continue to lag behind those of their non-disadvantaged peers and remain stubbornly below the national average. The picture is compounded further for those pupils identified as long-term disadvantaged for whom the gap between them and their peers is stark. The disruption to education experienced during the pandemic continues to impact on schools and settings. This remains a continuing priority for the Authority.

In 2021/22 challenges and disruptions to education continued, despite this most pupils in Y11 and Y13 accessed their first-choice destination, and the proportion of pupils deemed as not in education employment or training (NEET) remained in line with national figures at 2.6% (national 2.4%). This is testimony to the determination of both school staff and Authority Officers and their work with young people.

Central to the Authority's ambition for education is a desire to equip all students with the knowledge, skills and resilience needed to contribute to an unknown future and the world of work which may not be fully understood.

Within the Council Plan Policy Framework, key strategic documents are currently in place:

- Children and Young People Plan 2021-2025
- Ambition for Education Strategy in North Tyneside 2020-2024
- SEND Inclusion Strategy 2021-2024
- Joint School improvement Strategy
- North of Tyne Education Challenge
- Children and Young People's Mental Health and Emotional Wellbeing Strategy 2021-2026

*'Making North Tyneside an even greater place for children and young people to thrive; where all can access a high-class education with a culture of inclusion and achievement.'*¹

Our 'Ambition for Education in North Tyneside' document sets out the priorities and targets for education from 2020 to 2024. It builds on the vision provided by 'Our North Tyneside Plan' and the 'Children's and Young People's Plan'. The Authority's targets align with the 'North of Tyne Education Challenge' and 'Joint

School Improvement Strategy.’ They also support the delivery of the Authority partnership’s SEND Inclusion Strategy. Work is now underway with Officers to create the Ambition for Education Plan 2024–2027.

1.5.2 Attainment and Progress

The following provides some headline information around pupils’ achievement:

- Whilst there are no statutory requirements for schools to submit their end of Early Years assessment data, officers continue to support schools and settings to moderate their assessment information.
- In 2023, 79% of pupils reached the thresholds for the phonic screening check at the end of Year 1. This is an increase of 4% on 2022 but remains lower than pre-pandemic outcomes of 83%. The emerging national average for phonics screening check is 79%: this is yet to be confirmed.
- If pupils do not meet the standard on the phonics screening check, they must re-sit in the next assessment window when they are in year 2. In 2022, 45% pupils who re-sat the check met the standard, however, in 2023 this has risen to 73%.
- In 2023, Key Stage 1 outcomes have improved on 2022 across reading, writing, maths, and the combined measure. The combined figure for reading, writing, and mathematics is 56% compared to 54% in 2022. Writing and reading outcomes are static, however, the proportion of pupils achieving the expected standard or above in maths fell by 7% compared to 2022.
- In 2023, Key Stage 2 outcomes in North Tyneside are in-line with emerging national averages. Although reading outcomes seem to have decreased slightly on 2022 figures, pupils performed strongly in a particularly difficult reading test when compared to the emerging national average. (NT 76% compared against an emerging national average 72%)
- Externally marked examinations at both Key Stage 4 and 5 were completed with no modifications in 2023. A level results in 2023 show a slight decrease on 2019 outcomes. The Authority average points for 2023 is 33.4 (33.8 2019) and an average C+ grade (average C + grade 2019).
- At Key Stage 4, Attainment 8 scores have increased to 46.1 from 45.9 in 2019. 65% of young people in the borough achieve standard Grade 4 pass in English and mathematics, very much in line with 64.1% in 2019.
- As with the national trend our disadvantaged students have seen a greater impact on their results than non-disadvantaged students across the borough from the pandemic disruption.
- 95% of pupils attend good or outstanding schools, compared to 87% nationally.

- 95% of parents and carers received their first-choice primary school compared to 92% nationally.
- 90% of parents and carers received their first-choice secondary school compared to 83% nationally.

1.5.3 National Context

1.5.3.1 National Context – General

The academic year 2022/23 has been a challenging one for schools and young people. The key issues that schools have been dealing with this year are:

a) Funding & budgets

Those who are in Senior Leadership positions are acutely aware of the financial pressures on schools. Pay awards and rising costs due in part to utility bills, have been putting increased pressure on schools. The government has decided to accept the reported School Teachers' Review Body (STRB) recommendation of a 6.5% pay rise for teachers in England from September 2023 but they have said a total of 3% will need to be met with additional funding, while schools will be expected to meet the rest of the rise (3.5%) through existing budgets. It is not just schools themselves who are feeling the financial pressure. The impact of the cost-of-living crisis is having an impact on many families, with a knock-on effect on other areas. It has also been a difficult year for schools to manage with several days affected by industrial action.

a) Teacher retention & recruitment

A key theme for schools this year has been dealing with staff shortages, high staff turnover rates and difficulties in recruiting staff and even finding supply staff to cover short-term absences.

b) Covid catch-up

Schools are still finding it difficult to help students catch-up with lost learning due to the pandemic. The situation has not been helped by continuing significant absence levels due to Covid in the last academic year.

c) 2023 Exam series

Schools have also expressed concern about the 2023 exam series. This has been the first year post-Covid that the exams return to 'normal', yet the impacts of lost learning and absences are still being felt, whilst teachers have felt under pressure to maintain or improve results.

d) Pupil mental health

Some teachers are concerned about the ongoing impact of increased mental health issues that they can see in their pupils. This is contributing to higher absence levels and poor behaviour in some settings.

e) Ofsted Inspections

Ofsted has announced changes to how school inspections are carried out to reduce pressures on teachers and school leaders while making sure school inspections are rigorous and accurate. The main changes are:

- There will be a formal consultation on changes to the complaints system.
- They are proposing to change how safeguarding is inspected.
- Headteachers will be allowed to share the provisional outcomes of inspections privately with colleagues.
- Schools will be given more information about the timing of their next inspection.
- They are not proposing to change the one-word rating system.

1.5.3.2 National Context – Schools White Paper (2022) update

Cabinet will recall that in March 2022, the government published its White Paper (Opportunity for all: strong schools with great teachers for your child). The vision within the white paper was to introduce and implement standards that will improve children's education, deliver the right support if they fall behind and give them the tools to lead a happy, fulfilled, and successful life. The Schools Bill, which would have introduced several aims from the white

paper into legislation, has however been scrapped and now will not be going ahead. However, the Department for Education (DfE) has said that it "remains committed" to the white paper's objectives including:

- Schools are still **expected to deliver a 32.5-hour school week**. The DfE's 'expectation' is for mainstream state-funded schools to deliver 32.5 hours per week (or 6.5 hours per day) of school time from **September 2024**.
- **All schools will be inspected by 2025**. Ofsted will inspect every school under the 2019 Ofsted inspection framework by the end of the **summer term 2025**. This includes 'outstanding' schools. The government has said that it has no plans to pass legislation or new guidance to change the inspection system.
- **The plans for all schools to move into academy trusts by 2030 are not going ahead**. Schools with 2 consecutive Ofsted ratings below 'good' are included in expanded intervention powers under the statutory schools causing concern guidance and if a school meets this criteria, they can be moved into an academy trust (or to a different trust, if they are an academy). The DfE is not enforcing the 2030 target and there are currently no plans to do so in the future. There are no requirements for all schools to start moving to academy trusts, and no mechanisms to force strongly performing schools into academies. However, the government indicates this is still the direction of travel. This potentially reduces the scope that the Authority has to facilitate school/system changes, especially in instances where schools are individually facing financial pressures.

Following the White Paper in March 2022, the Authority, on behalf of a group of schools, submitted an expression of interest to be part of a Local Authority Multi Academy Trust (MAT). The DfE subsequently announced in February 2023 that they would no longer be taking forward the proposals for LA-established MATs.

1.5.3.3 National Context – SEND and Alternative Provision (AP) Green Paper (2022) update

Cabinet will recall that the SEND and Alternative Provision Green Paper (2022) identified three key challenges facing the SEND system:

- **The system is failing to deliver improved outcomes** for children and young people with SEND. Children and young people with SEND are not consistently being helped to fulfil their potential.
- **Parents' confidence in the system is in decline**. Too many parents have lost faith in a system that is not sufficiently responsive to them, which is increasingly adversarial, and in which they face long waiting times to

access information and support for their children, including accessing therapists and mental health support.

- Despite substantial additional investment, **the system has become financially unsustainable**. The government has increased investment in high needs by over 50% from 2019–20 to 2023–24, with no marked improvement in outcomes or experiences.

On 2 March 2023, the government published, 'The SEND and AP Improvement Plan – Right Support, Right Place, Right Time', setting out its **five strategic priorities and plans** to transform the SEND system over the coming years:

a) A national system underpinned by National Standards

- Development of National Standards, to be tested and then published at the end of 2025. These will set out what children, young people and their families can expect locally across education, health, and care.
- Introduce local SEND and AP partnerships that bring partners together to plan and commission support for children and young people with SEND and AP.
- Invest £2.6 billion between 2022 and 2025 to fund new school places and improve existing provision for children and young people with SEND or who require AP.

b) Successful transitions and preparation for adulthood

- Publish guidance to support effective transitions between all stages of education, and into employment and adult services.
- Invest £18 million between 2022 and 2025 to double the capacity of the Supported Internships Programme.

c) A skilled workforce and excellent leadership

- Introduce a new leadership level SENCo (Special Educational Needs Co-ordinator) NPQ (National Professional Qualification) for schools, and review the Initial Teacher Training and Early Career Frameworks
- Increase the capacity of specialists and fund up to 5,000 early years staff to gain an accredited Level 3 early years SENCo qualification to support the early years sector, with training running until August 2024.

d) Strengthened accountabilities and clear routes of redress

- Publish a local and national inclusion dashboard from autumn 2023 to support the development of local inclusion plans, giving parents improved transparency of local performance, informing decision-making, and driving self-improvement across the system

- Deliver updated Ofsted and Care Quality Commission (CQC) Area SEND inspections from 2023 with a greater focus on the outcomes and experience of children and young people with SEND and in alternative provision.

e) A financially sustainable system delivering improved outcomes

- Increase core school funding by £3.5 billion in 2023/24 compared to the year before, of which almost £1 billion of that increase will go towards high needs. This means high needs funding will be £10.1 billion in 2023/24.
- Support local authorities through the Delivering Better Value and the Safety Valve programmes and share the best practice from local areas with inclusive and sustainable high needs provision more widely.

1.5.4 Local Context

1.5.4.1 Local Context – Schools Rebuilding Programme and Capital Investment

The School Rebuilding Programme is a 10-year programme that was announced in 2020. The programme sought to identify 50 schools in each of the 10 years for capital investment to address condition issues in school buildings.

The first wave of schools identified in 2020 included Whitley Bay High School, and work is currently on site to provide significant new accommodation for the school, including the retention of two more recent blocks. Works are due to complete in August 2023 in relation to the new buildings, moving on to demolition of redundant buildings and establishment of new external areas between Autumn 2023 and Summer 2025.

The second wave of schools were announced by the Government earlier this year, determined by the DfE, and Local Authorities and Responsible Bodies were invited to submit expressions of interest for future waves of this 10-year programme. North Tyneside submitted 12 expressions of interest for maintained schools across the borough, and in July 2022, it was confirmed that Wellfield Middle had been successful in gaining investment within wave three of the programme. A further announcement was made in December 2022 indicating that Redesdale Primary, Marden Bridge Middle, and George Stephenson High Schools have been identified to gain from funding via the programme.

1.5.4.2 Local Context – Academisation in North Tyneside

A number of schools are currently considering moves to Academy status. The below provides a summary of the status at the time of writing:

Battle Hill Primary, Denbigh Primary, Hadrian Park Primary and Spring Gardens Primary Schools have received approval from the DfE to move to Academy status and form a new Multi Academy Trust, named Centurion. The proposed date for conversion is 1st January 2024.

John Spence Community High School has received approval from the DfE to move to Academy status and join the PELE Academy Trust. The proposed date for conversion is 1st November 2023.

Whitehouse Primary School was issued with an Academy Order following an Inadequate Ofsted rating in 2022. The Authority is currently working with the DfE and NEAT Academy Trust to agree terms of conversion. The proposed date for conversion is 1st January 2024.

Amberley Primary, Holystone Primary, King Edward Primary and Monkhouse Primary Schools are considering formation of a new Multi Academy Trust.

The nine Roman Catholic Primary schools across the borough completed a process to move to the Bishop Bewick Catholic Education Trust in the Summer of 2022.

Stephenson Memorial Primary School has received approval to convert and join SMART Multi Academy Trust and Grasmere Academy has received approval to transfer to SMART Multi Academy Trust. A date has not yet been confirmed for either.

1.5.5 Strategic Education and Inclusion Review – Context and Principles

Cabinet will remember that, in the September 2022 Cabinet Report, a number of key strategic challenges facing education provision in the Borough were identified as priority areas for the Strategic Education and Inclusion Review.

The key priorities of the Review are to:

- **Establish financial sustainability of schools in particular Secondary Schools**

- Establish appropriate provision in meeting the increasing demands in relation to children and young people with Special Educational Needs and Disabilities
- Review and improve the Post 16 arrangements across the borough
- Consider the impact of Local Plan Proposals on school places and review of catchment areas

The Authority is seeking to ensure that it maintains a sustainable, sufficient, and high-quality educational system in North Tyneside which enables all children and young people to achieve positive outcomes, including those with additional needs.

There are a number of principles behind the Education Review. These are that as a community of leaders in education, the Authority believes that all children and young people have the right to attend a school:

- which provides continued and improving high quality provision for all children
- which is good and in which they experience excellent teaching
- which provides a safe environment for children
- where young people are supported to become responsible citizens
- where all children are valued in an atmosphere of inclusion
- where the number of pupils on roll enables school leaders to provide a diverse curriculum appropriate for 21st century learning
- which successfully prepares pupils for work, and ensures they are employable
- which offers learning skills that match job opportunities
- where buildings are fit for purpose and facilitates learning
- which provides leading practice in progression across the phases from cradle to career
- which successfully engages with the community including businesses and particularly parents and carers, to the benefit of all
- which has strong partnerships with other schools and providers to ensure the achievements for all North Tyneside pupils, secured by collaboration over recent years, are sustainable
- which is of an appropriate size for the LA to fulfil its statutory responsibility regarding pupil places
- which contributes to the Local Plan and associated development

These principles were originally established in 2014 and then discussed and endorsed again at a Headteacher briefing in April 2022.

The Strategic Education and Inclusion Board (SEIB) has been set up to oversee the successful delivery of a dedicated programme of work. There are currently four officers appointed/seconded to the Education Review team.

Conversations with the majority of school leaders have taken place and a document outlining the rationale, context, and priorities behind the Education Review has been produced and has been shared in advance of the meetings. It is hoped that taking the time to meet Headteachers in this way has helped to further develop strong relationships with schools and Headteachers. The meetings have been well received and the documentation in advance has led to informed and productive discussions.

A School Place Planning Strategy will be produced annually and shared with all schools in the first half-term of each academic year. This will cover mainstream and special and will draw on a variety of sources of information. Headteachers have found the information that has been shared so far very useful, and it is the intention to share this on annual basis to inform planning at both local authority level and at individual school level.

Conversations across different parts of the Authority and different planning areas have so far focused on different aspects of the Review and the recommendations in this report reflect this. The Authority is very keen to work in partnership and have a collegiate approach to working with the schools to overcome challenges and make the most of opportunities. The Authority also worked with and supported schools considering and deciding to join or form multi-academy trusts (MATs).

1.5.6 Key Strategic Challenges facing Education provision in the Borough

1.5.6.1 Financial Sustainability of Schools, in particular Secondary Provision

Cabinet will be aware that school funding is a matter for the DfE; either by direct funding agreements with Academy Sponsors or delegated by local authorities to schools where budget management is the delegated responsibility of each governing body.

The main source of funding for mainstream primary and secondary schools is the Dedicated Schools Grant (DSG) schools funding formula, which is largely driven by pupil numbers attending the school. Schools have delegated budgets and carry forward surpluses and deficits from year to year. At 31 March 2023, there were 16 maintained schools within a cumulative deficit of £13.329m this was offset by 49 maintained schools with a cumulative surplus of

£12.947m leaving school balances at the end of the financial year in deficit of £0.382m.

The emerging position for 2023/24 is one of continued financial challenge for a number of schools, both in terms of deficit approvals and reduced surplus balances held by schools. Budget plans agreed by individual school Governing Bodies for the 2023/24 financial year indicate a forecast in-year deficit of £7.774m, which would increase the deficit on school balances to £8.156m at 31 March 2024.

There has been a significant amount of work done over a long period of time in support of all schools in managing financial challenges. Work has included:

- As previously reported to cabinet, the Authority agreed with the Education and Skills Funding Agency (ESFA) to allow their School Resources Management Advisors (SRMAs) to work with schools in 2022/23 in order to produce a comprehensive review of their finances.
- The SRMA visits during 2022/23 brought independent challenge and analysis of the deficit schools in North Tyneside. This offer has been extended into 2023/24 with follow up visits for the original schools included and visits to those schools new to deficit will be arranged in September 2023.
- Quality Assurance mechanisms have improved. Through work undertaken with colleagues from School's Forum a renewed 'Schools in financial difficulty support and challenge framework' has been implemented. This has reduced the time afforded to schools to bring about balanced budgets. Schools must now show how they can achieve balanced budgets and repay deficits within three years.
- Improved financial planning tools and use of deficit clinics is enabling schools to better identify financial pressures and begin to take action to reduce pressures earlier.
- Independent financial reviews have been completed. Schools have received detailed reports on curriculum and staffing expenditure matched against national benchmarking data.

The significant challenge around Secondary Schools is predominantly linked to surplus places across the Secondary estate as a result of parental choice, settlement patterns and individual school choices. The Authority are also seeing the borough-wide birth rate reducing, changes in area demographics, a slower than expected build out rate of new homes and surplus school places increasing in some areas of the borough.

In 2023/24, fourteen Schools have sought deficit approval to the value of £14.826m, see table 1 below:

Table 1: Deficit School Positions 2023/24

	Outturn 2022/23	Budget Plan 2023/24	Comments
	£m	£m	
Benton Dene Primary	(0.018)	0.022	Deficit clinic held and recovery plan submitted
Forest Hall Primary	0.013	0.052	
Greenfields Primary	0.078	0.041	
Holystone Primary	0.133	0.129	
Balliol Primary	0.097	0.125	
Ivy Road Primary	0.149	0.164	Existing deficit school with in-year balance.
Silverdale Special	0.044	0.079	Awaiting outcome of funding review for current cohort of pupils
Coquet Park First	0.051	0.157	Structural deficit under consideration
Whitehouse Primary	0.044	0.008	Financial notice of Concern issued
Wallsend St Peter's Primary	0.092	0.113	
Beacon Hill Special	1.232	1.946	
Longbenton High	1.697	1.51	
Norham High	3.984	4.352	Structural deficit under consideration
Monkseaton High	5.546	6.128	Structural deficit
Total	13.142	14.826	

Initial deficit review sessions took place in July 2023 with more planned for September, these were helpful and productive sessions, and the recovery

plans included some innovative and forward-thinking solutions to the current financial difficulties. The Authority has reviewed the deficit recovery plans submitted by individual schools for the current financial year. Following this review, the Authority anticipates that five schools will be able to recover from the in-year deficit position and will be able to outturn in a balanced position by the end of the financial year. This does require some support from the Schools in Financial Difficulty funding that is held by Schools Forum as a reserve to support those schools with relatively small deficit balances.

This does however leave nine schools with deficit balances that cannot be resolved within the financial year and that will require the Authority to approve a licenced deficit agreement. Cabinet should note that of the nine schools in deficit there are three schools that are currently/expected to be in structural deficit, i.e. they are schools that have been unable to submit a 3 year recovery plan that shows the school coming back into either an in-year balanced position by year 3 of their recovery plan or if they are a school that is new to deficit that a cumulative balanced position cannot be reached by year 3 of their budget plan.

There is one school (Ivy Road Primary) that has an existing deficit however they have submitted a budget plan which shows an in-year balance and looks to address the cumulative deficit over coming years. There is also on-going work with one of the special schools who submitted a deficit budget plan for 2023/24 (Silverdale) to look at appropriate levels of funding for the needs of their current cohort of pupils.

The specific circumstances relating to each of the remaining seven schools requiring a licenced deficit agreement are described in more detail below:

a) Coquet Park First School

- Coquet Park first school is a Private Finance Initiative (PFI) school with a high proportion of the budget committed to the PFI contract charges. The PFI contractual obligations also result in a reduced opportunity to generate additional income from external sources.
- 2022/23 was the first financial year that the school ended with a deficit balance of £0.051m and they have been unable to submit a budget plan which shows them coming back into financial balance within 3 years. In line with Scheme for Financing Schools, the school is now expected to be classified as a structural deficit, however officers

continue to work with the school to bring them back into financial balance.

b) Wallsend St Peters Primary School

- 2022/23 was also the first financial year that Wallsend St Peters Primary school ended the year with a deficit balance of £0.092m. The 3-year budget plan submitted does project that they will be back in financial balance by the end of 2024/25 with a cumulative deficit of £0.033m by the end 2025/26.

c) Whitehouse Primary School

- Whitehouse Primary School was the subject of an academy order during 2022/23 and at the time they were projecting a year end deficit position. Since they were a forced academisation, any deficit balance on the date of transfer would become the Authority's responsibility. The Authority issued the school with a Financial Notice of Concern which required tighter budgetary control and increased restrictions around decisions with financial implications.
- They ended 2022/23 with a deficit balance of 0.044m and the academisation which was due for September 2023 has been delayed. This will allow additional work on the 3-year budget plan to ensure that they can be brought back into financial balance before the transfer is complete.

d) Beacon Hill Special School

- Beacon Hill Special School was one of the schools to receive an SRMA visit during 2022/23 and this review identified several areas for the school to focus on to reduce expenditure and address the in-year deficit.
- Work is also on-going with the school to look at pupil numbers and banding reviews, this is part of the wider DSG Management plan work and regular meetings are held between officers and the Head Teacher.
- Beacon Hill ended 2022/23 with a deficit balance of £1.232m and a deficit review session will be undertaken in September 2023.

e) Longbenton High School

- The financial position at Longbenton High continues to improve and the overall deficit reduce.
- For a number of years, the financial position at Longbenton High School continued to be a concern to the Authority. The decline in pupil numbers and the continued need to support a balanced education curriculum within the school meant that the Authority had to work with the school with a more strategic approach.
- In the last two years the school's pupil projections and overall financial projections have been in line with the school's financial recovery plan, which have led the school to not only achieve a balanced in year position but also to contributing an estimated £0.180m per year to reduce the cumulative deficit balance of the school to £0.983m deficit by 2025/26. This is a significant reduction of £0.704m to the school's outturn which is acknowledged by the Authority.

f) Norham High School

- Previously classified as a structural deficit school but work was undertaken to address this. The school had previously submitted a 3-year budget plan which showed them being back in financial balance by 2023/24. At that time the school was no longer considered to be in structural deficit.
- The budget plan submitted for 2023/24 for the 3 years to 2025/26 shows the school being in an in-year deficit of £0.353m with the overall deficit position projected to be £4.560m by 2025/26, rising by £0.187m per year on average. Discussions are on-going about the school and the status of the deficit.

g) Monkseaton High School

- Monkseaton High School initially entered into a deficit position in the 2015/16 financial year and out turned in that year with a deficit balance of £0.626m. In subsequent years the school's deficit position has continued to deteriorate with the school ending the 2022/23 financial year with a deficit balance of £5.546m.
- Cabinet will note that over the last seven years the Authority has continued to work alongside the school to try to reduce the overall deficit position, but Monkseaton High School continues to operate as a

structural deficit school, in that it continues to forecast an in-year deficit for the 3-year budget plan submitted to the Authority.

- The 3-year budget plan submitted by the school in May 2023 showed that the overall deficit position is projected to be in the region of £6.907m by 2025/26, rising by around £0.436m per year on average. This is not a position that the Authority would be able to support through the deficit approval process.
- The School Resources Management Advisors (SRMA) visit to Monkseaton High School did not identify any areas of further significant savings beyond those already made and the financial position continues to be challenging, with the Governing Body managing a considerable structural deficit.
- The school has undertaken a lot of work to attempt to mitigate the growing deficit including the following:
 - the school has reduced staffing through a restructure process and a reduced senior leadership team structure;
 - Teaching and Learning Responsibility payments have been re-aligned considering the operating context of the school and a restructure of support staff structure and grades was undertaken;
 - creative consideration is given to all vacant posts in terms of best utilising current staff skills, expertise and interests;
 - the school have also worked to maximise the opportunities for income through school lettings;
 - they have reviewed all non-employee costs including building and maintenance costs and have worked with representatives from the Authority and business to explore energy saving solutions and continue to do so;
 - all contracts, service level agreements and other expenditure have been scrutinised and reviewed regularly for best value.
- Whilst officers are working with the school to manage the financial position the school still remains unable to bring about an in-year balanced budget.
- Surplus capacity within the school is proving the most challenging aspect of setting an in-year balanced budget due to significant under occupancy as a result of parental choice.

h) Recommendations from the Ambition for Education Cabinet Report September 2022

The Ambition for Education Cabinet Report in September 2022, recommended that the following work is progressed:

Working with Monkseaton High, and other stakeholders to:

- carry out option appraisals to address the structural deficit issues
- bring forward proposals to achieve educational and financial sustainability across the system.

The Authority has worked closely with the Headteacher and the Governing Body of Monkseaton High School this year in an appraisal of options to address the structural deficit issues. These are outlined in more detail below in section 1.5.6.1 i.

In light of this recommendation, and also because until recently Monkseaton High School was the only school in the Borough in a structural deficit, a major part of the work of the Education Review in the last year has focused on Monkseaton High School and the North East Planning Area.

i) The North East Planning Area

The North East Planning Area comprises fourteen schools (eight First, four Middle, two High). Eight of the schools are Foundation Trust schools and six are community schools. The educational outcomes are very strong on all available metrics and in Ofsted terms 4 are Outstanding and 10 are Good. The Authority is committed to ensuring that there is a sustainable, sufficient, and high-quality educational system in the planning area and to working closely in partnership with the schools to address the significant challenges faced, that stem from surplus capacity within the planning area (historic and current).

There have been a number of meetings held over the last year with all Headteachers in the Monkseaton and Whitley Bay area, in groups and individually to develop a shared understanding of the issues, and to work together to develop possible options moving forward. Regarding Monkseaton High School in particular, there have been a number of meetings with the Headteacher and Governors and throughout the course of this academic year several possible options for the school have been identified and discussed with the Headteacher and Governors. Some of the options rely on other schools making changes (that can only be made by individual school governing bodies) but all of the options discussed will have an impact on other schools in the North East planning area. This is why the recommendation is being made that the schools need to

collaborate closely. The options that have been considered and dismissed at this point are:

- To decommission the Monkseaton High post 16 offer.
- Monkseaton High School to retain Years 9,10,11 and become the post 16 venue for the Eastern planning area.
- To co-locate with Monkseaton Middle School.
- Monkseaton High School becoming a secondary school.
- To move the NE planning area to a two-tier system of education.

The option of Monkseaton High School changing its structure to become a secondary school (without a wider change in the planning area) and increase their age range to include Years 7 and 8, clearly has risks to it. It may (or indeed may not) make Monkseaton High School sustainable but if it did work it would be likely that it would de-stabilise other schools within North Tyneside.

Regarding the movement to a two-tier system, there is clearly strong support in schools and within the local community for the current system of education. The Authority recognise the opportunities and strengths of the current system of education in Monkseaton and Whitley Bay and would propose maintaining and indeed strengthening them. However, as noted above, the financial position for Monkseaton High school continues to be challenging and put simply, Monkseaton High School need more students in order to become financially sustainable in the mid to long-term. This is against the backdrop of surplus places within the planning area.

The Authority is committed to working closely in partnership with the school leaders and governing bodies to address the significant challenges faced and to promote, facilitate and encourage a system-driven solution. It is clear that a structural issue needs a structural solution and that there is the need to achieve a sustainable and affordable solution for the long-term. However, the governing bodies of each individual school would need to agree to any of the proposed solutions as this is not something that the Authority can mandate. However, as set out earlier, the Authority cannot allow the current forecast levels of deficits to continue.

The recommendation, therefore, is that the Authority work with Headteachers and Governing Bodies across the Whitley Bay and Monkseaton group of schools to retain the three-tier system while managing places, maintaining standards, and controlling costs. Initially this would be for Whitley Bay High School and Monkseaton High School to work

more closely together and explore opportunities for greater collaboration that would support both schools in order to achieve a sustainable and affordable solution for the long-term across the whole of the planning area.

The current surplus capacity within some of the schools in the planning area is an issue that needs addressing in order to safeguard all of the schools, but the Authority believe that if the schools work closely together there is a sustainable solution that can be achieved at a system-wide level.

The preferred option of the Authority, in order to protect the integrity of the three-tier system of education and to maintain and support all of the fourteen schools within the current structure, is to find a way of working collaboratively that achieves educational and financial sustainability.

The Authority are giving a firm commitment to the three-tier system in the planning area and to working together with the schools to ensure it is viable and sustainable, but in order for this to be taken forward there needs to be a firm commitment from all the schools in the planning area to protect the integrity of the current three-tier system and to continue to collaborate and work closely together to ensure educational and financial sustainability.

The Authority intends to continue working with all the schools in the planning area over the course of the Autumn term 2023 to discuss how the schools can work with each other and with the Authority and to explain what the expectation of a firm commitment to working together would look like.

1.5.6.2 Increasing demands in relation to Children and Young People with Special Educational Needs & Disabilities

a) Current Position

The following provides an overview pertaining to the presentation of SEND in North Tyneside and the subsequent financial position of the High Needs Block within the Dedicated Schools Grant. Although the Authority has seen strong performance in 2022 as performance is more closely aligned with regional and national indicators, like many Authorities, there continues to be significant pressures on the High needs Block.

Need type:

- The Authority and its partners are experiencing an increase in the complexity of children and young people's presentations. Compounded by Covid 19, officers have observed an increase in those with needs relating to their mental health and emotional wellbeing, which has also contributed to an increase emotionally based school non-attendance. Identifying education settings with the right multi-agency support framework which sits around them to meet this complexity of need has become more problematic.
- The most prevalent need recorded by schools for SEND pupils in North Tyneside is Speech, Language and Communication Needs (SLCN), at 32%, which is higher than the national average (30%). This is followed by Social, Emotional and Mental Health needs (SEMH), at 22%.

Number of SEN Support Plans and Education Health and Care Plans issued:

- In January 2023, there were 5,702 pupils in North Tyneside schools with identified SEND; 3,913 were supported with an SEN Support Plan and 1,789 had an EHCP.
- In January 2023, North Tyneside maintained a total of 2,112 Education, Health and Care Plans (EHCPs) for children and young people aged 0-25. This represents a 74% increase in EHCPs maintained over the last five years since January 2019, down from a 98% increase in the five years to January 2022. Although the increase is reducing, this is resulting in significant pressures on the High Needs Block.
- For children and young people with an EHCP, this figure (2,112) represents 3% increase between January 2022 and January 2023, compared to a national increase of 9% in the same period. This is, however, a reduction in year-on-year increases for the Authority, which were 10.9% between January 2021 and January 2022, 15% between January 2020 and January 2021, and 32% between January 2019 and January 2020. This reduction has been sustained; in June 2023 there were 2,151 children and young people with an EHCP, representing a 0.6% reduction compared to 12 months ago.
- North Tyneside has over recent years issued more EHCPs per 10,000 0-25 population, compared to regional and national rates. In 2021, the national rate was 36.2, regional was 37.6 and in North Tyneside it was 56.1. In 2022, whilst national and regional rates increased, the rate in North Tyneside reduced to 48.4, now in line with regional rates (46.3), but higher than national rates (38.7).
- In January 2023 12.4% of children and young people are educated with a SEND Support Plan, up from 12% in January 2022. Although this remains

lower than national, this represents a positive movement in the earlier identification of SEND in North Tyneside.

Requests for Education, Health, and Care Needs Assessments (EHCNA):

- The Authority continues to receive a significantly higher number of requests for Education Health and Care Needs Assessments per 10,000 0–25 population, compared to regional and national. At 83.1 requests per 10,000 in North Tyneside in 2022, this is the highest number reported, and is higher than regional (70.2) and national (66.7) rates. At the end of June 2023 there have been 227 requests for an EHCNA compared to 243 in the same period last year, indicating a slight reduction should this trend continue.
- Of those requests for EHCNAs, the Authority has seen an increase in the number for children under 5 years of age; rising from 23% in 2019 and 2020, 32% in 2021 and 32% in 2022. Though this reflects the Authority's strength in identifying need early, this also may commit the Authority, where their needs do not reduce, to a spend for those children for most of their childhood, if an EHCP is agreed. So far this year it is 31.3%.

Special School Provision:

- In January 2023, 42% of children and young people with a North Tyneside maintained EHCP named a special school provision (maintained, non-maintained and independent specialist provision), compared to 35% nationally.
- In 2022, 71% of all new EHCPs issued a special school provision compared to 63% nationally.

b) The main reasons for the overspend are rising needs and pressures on budgets, attributed to:

There are significant pressures on the high needs budget because of:

- The disproportionately high number of EHCPs maintained by the Authority, all who receive top-up funding.
- The percentage of children and young people placed in special school provision compared to national comparators.
- An increase in the number educated in non-maintained and independent specialist placements, which cost the Authority more.
- A national extension in the length a young person can have an EHCP, increased from 18 to 25-years-old, with no extra funding to support this.
- The way funding is allocated to the Authority, meaning limited flexibility to transfer money from one area to another. Previously the Authority

had flexibility to determine how much money was allocated to different provision, but now there are four blocks of funding ringfenced to schools, high needs, central school services and early years. The Authority needs the permission of Schools Forum to transfer funding to high needs, limited to 0.5%, which has not been approved in recent years.

- The cost of funding the support for those with special educational needs and disabilities is not fixed. This is a demand-led service where costs can and do change considerably depending on the specific needs of the individual.

c) Department for Education Safety Valve Intervention Programme

In July 2022, the Authority was formally invited by the DfE to take part in the Safety Valve Intervention Programme. The programme commenced in 2020-21, with an additional £300 million in the Spending Review agreed to expand the programme into 2023/24; this included North Tyneside. The programme requires Authorities to develop a Dedicated Schools Grant Management Plan which describes how the high needs system can be reformed, achieving an in-year balance on the High Needs Block by 2027/28.

The DfE required the Authority to set out:

- How it will control its deficit and reach an in-year balance (as a minimum) and how quickly.
- How it will contribute to the reduction of the historic deficit through use of DSG surpluses, in addition to reaching an in-year balance.
- How it will ensure that the DSG Management Plan is deliverable, how it will be managed as it is implemented and how the plan will continue to ensure the appropriate support for children and young people with SEND. This includes agreeing who will be responsible for the ongoing monitoring of progress towards the agreement.

The Authority, working with school leaders and the wider partnership, co-created a DSG Management Plan, setting out its plans to build on the strong foundations in place, with three strategic priorities:

- to strengthen inclusion in schools and settings
- strengthen school place planning and provision in the borough to meet changing needs; and,
- strengthen the Authority's statutory functions and provide wrapped around support for schools and their settings.

The Authority's submission was successful and on 15th March 2023, the DfE recorded in a Safety Valve Agreement that they would pay to the Authority, namely, £19.5m over a 5-year period to remove the forecast cumulative deficit, subject to the Authority reaching an in-year balance by 2027/28.

The Authority is on track to reach a positive in year balance on its High Needs Block by the year end 2027/28. The Authority's DSG management plan forecast a 2022/23 year-end pressure of £17.9m. The outturn position for 2022/23 was healthier than forecast, at a deficit of £17.392m. When including the DfE's first payment of £7.8m to the Authority, the outturn position for 2022/23 was a deficit of £9.592m.

The Authority is required to submit a report three times per year, describing the progress that the Authority has made on delivering the DGS Management Plan. The first was submitted to the DfE on 16 June 2023, receiving positive feedback on the progress being made and confirmation of the next instalment of the 2023/24 safety valve programme payment. The next report is due to be submitted by 15 September 2023.

d) High Needs Capital Grant

The Authority has received, for the financial year 2023/24, a High Needs Capital Grant allocation of £2.06m. This, together with previous allocations and contributions from Basic Need Allocation, is contributing towards a 10-class extension for Beacon Hill School, the Authority's school for pupils with Profound and Multiple Learning Difficulties.

In addition, and supporting the work of the Authority's Dedicated Schools Grant Recovery Programme, an additional grant of £4.69m has been awarded. This will support the ambitions of the recovery programme, particularly with reference to:

- Development of a 0-5 Early Years SEND Hub and Assessment Nursery provision
- Graduation and Inclusion in schools
- Development of Additional Resourced Provision in Mainstream Schools.

1.5.6.3 Post 16 provision across the borough

Cabinet will remember that the Post 16 review completed May 2022 had the overriding ambition to ensure that children and young people have access to the best Post 16 provision that is based on the following proposed principles:

- All students, including those who are disadvantaged and with special educational needs and/or disabilities, can access well considered curriculum that are responsive to their needs and interests and those of employers;
- All students, no matter what their need are in receipt of high-quality teaching and learning experiences that build students' knowledge and skills progressively and prepare them well for the next steps in their education, employment, or training;
- Students have flexibility and inclusivity of choice, with access to a broad range of academic, vocational and/or technical pathways; and
- There is longer term sustainability and suitability of any Post 16 offer.

This year Officers have worked with schools to:

- Ensure that information is consistently shared and signposted post 16 offer on the corporate website to create a one stop information hub for parents and pupils.
- A dedicated officer has worked to promote schools and business/industry partnership. And strengthen the depth and consistency of careers education across all North Tyneside schools in partnership with the Connexions team.
- As part of the Authority's SEND Improvement plan the SEND pathways across North Tyneside are being developed and a Preparation for Adulthood team has been established.

1.5.6.4 Local Plan proposals on School Places and Catchment areas

Cabinet will remember that the Cabinet Report of September 2022 outlined that work was progressing to review and update the implications of the Local Plan on Education in North Tyneside and consider options to review catchment area arrangements.

a) Birth Rates and pupil forecasts.

North Tyneside is currently experiencing a drop in the annual birth rate, as follows:

Birth Year	2018/2019	2019/2020	2020/2021	2021/2022
No of Live births	2232	1996	1918	1952
Comparison to previous year	+18	-236	-78	+34

Over the past twelve years the birth rate rose to a peak in 2010/11 of 2,445 (the current year 7 cohort). Since that year there was a decline in the birth rate in 2016/17 to 2170 (current year 1 pupils). Since 19/20, the birth rate across the borough has seen a further decline, moving from the number of births in 2018/19 of 2,232, to a birth rate in 2019/20 of 1,996, a drop of 236 births and a further drop of 78 births for the year 2020/21 to 1918. The birth rate for 2021/22 has been confirmed as 1,952, consistent with the recent decline.

The reduction in birth rate from 2019/20 will likely impact primary schools at Reception 2024 and the three following reception admission years.

There is also an early indication that the birth rate for the period September 2022 to August 2023 is consistent with the 2021/2022 birth period. The reduction is equal to 8 forms of entry across the borough in each Reception admission year between 2024 and 2027. There are, however, local fluctuations to this trend, within wards and catchment areas experiencing new housing developments, particularly around Valley, Killingworth, and Northumberland wards.

b) The Local Plan

The Local Plan was approved in 2017, indicating areas for new residential development, with an estimated increase of 17,000 dwellings to be delivered up to 2032. However, the economic crisis is impacting the build out rate of new developments, and therefore delaying the anticipated increase in pupil numbers.

The size and density of catchment housing is not relative to the school capacity. Across the borough, several schools operate at capacity levels greater than their locality demands, importing pupils from other areas. Conversely, some schools have sufficient in catchment pupil demand, but parental preferences indicate an export preference from that locality to other settings. These two choices increase commuting to schools, road safety and infrastructure concerns and impact environmental challenges locally and nationally.

There have been demographic changes in the borough; as of 2020, the population in North Tyneside, across all areas and ages was 208,871. The population in North Tyneside is projected to grow by approximately 5% during the period to 2030. However, the make-up of the population is aging, forecasting the number of residents over the age of 65 to increase by over 20%. It is additionally anticipated that the population of residents aged 0-19 will see a small reduction from 45,817 to 45,488.

Though North Tyneside is a relatively small borough, both in population and geography (32 square miles), the profile of the borough is broad, when considering levels of deprivation. 19,134 residents live in areas representing the 10% most deprived neighbourhoods in England, whilst 27,185 residents live in the 10% least deprived neighbourhoods in England.

The Education Review team continue to work with the Authority's Planning Department to monitor Planning Applications and the build out of new homes and evaluate impact upon pupil numbers in areas of development and across the wider borough. The two Strategic Sites of Murton Gap and Killingworth Moor are of particular interest. Developments have begun in Murton Gap with the approval of 300 new homes, planned to be built over a 6-year period. A further outline application for 2,700 homes, including a full application for 508 homes has been received. Applications have also been received in relation to Killingworth Moor, totalling 991 dwellings, though no approval has been granted at this stage.

Birth rates and pupil movement will be monitored in the area to determine if, where and when additional capacity may be required. This will include ensuring that any existing provision within the borough is forecast to have less than 10% / 5% surplus capacity, for Primary and Secondary schools respectively, prior to the introduction of additional capacity. Given the number of pending planning applications, it is proposed to commence dialogue with schools local to development areas, during the Autumn term 2023, to consider any opportunities to provide any increases to capacity.

Options to consider will include:

- Expansion of an existing school on its current site
- Relocation and expansion of an existing school to a new site within the Strategic development sites
- Provision of new school facility within the Strategic development sites.

Additional capacity would likely require formal consultation and return to Cabinet for approval. Funding for any new capacity would be considered at the time of the proposal and will likely include contributions from Housing developers under S106 / Community Infrastructure Levy, Government Basic Need funding or other funding sources.

c) Catchment Areas

Work under way includes a review of pupil admission numbers and revised pupil modelling with ongoing support to Head Teachers and Governing Bodies. Within the Authority, the focus is increasingly on planning for the implications of the Local Plan and the Master Plans for Killingworth Moor and Murton Gap. Some work has already been done to tidy up Secondary Catchment Areas while the spaces involved have no residents. However, more work will be required as the strategic sites come online.

Cabinet will remember that work has been carried out within the catchment system to simplify minor anomalies in the existing network. This work has aligned primary and secondary borders, where necessary, without affecting any residential addresses. Work is being undertaken with schools to consider changes to catchments not affected by the Local Plan but have existing anomalies that might see areas not aligned between primary and secondary families of schools. This will simplify arrangements between Primary and secondary catchments. Head Teachers are aware of the issues, but Cabinet will wish to note that any changes will require consultation as part of the annual Admissions Process with a report to Cabinet in Spring of 2024.

1.6 Decision options:

The following decision options are available for consideration by Cabinet:

Option 1

Accept the recommendations outlined in section 1.2 of this report.

Option 2

Not to accept the recommendations outlined in section 1.2 of the report.

Option 1 is the recommended option.

1.7 Reasons for recommended option:

Option 1 is recommended for the following reasons:

It reflects the priorities agreed by the Elected Mayor, Cabinet Member, Headteachers and Chairs of Governing Bodies.

1.8 Appendices:

None

1.9 Contact officers:

Julie Firth, Director of Children Services, Tel: 0191 6431454

Mark Longstaff, Director of Commissioning and Asset Management, Tel: 0191 6438089

Jon Ritchie, Director of Resources, Tel: 0191 6435701

Ian Wilkinson, Strategic Lead Education Review, Tel: 0191 6434610

1.10 Background information

The following background papers/information have been used in the compilation of this report and are available at the office of the author:

- (1) [Review of Secondary School Provision Cabinet Report 14 October 2013](#)
- (2) [Education Review Cabinet Report 8 September 2014](#)
- (3) [Education Review – Feedback from Prepublication Cabinet Report 10 November 2014](#)
- (4) [Education Review – Feedback from Publication Consultation 12 January 2015](#)
- (5) [Education Review – Feedback from Publication Consultation Supplementary Report 12 January 2015](#)
- (6) [Education Review Update Report 13 July 2015](#)
- (7) [Education Review Cabinet Report 11 July 2016](#)
- (8) [Education for North Tyneside Cabinet Report 10 July 2017](#)
- (9) [Education for North Tyneside Cabinet Report 30 July 2018](#)
- (10) [LGA Education Funding Report, House of Commons, 4 June 2019](#)
- (11) [Education for North Tyneside Cabinet Report 29 July 2019](#)
- (12) [Ambition for Education Cabinet Report 25 January 2021](#)
- (13) [Ambition for Education Strategy 2020 – 2024](#)

- (14) [SEND Inclusion Strategy 2021 – 2024](#)
- (15) [Ambition for Education Cabinet Report 20 September 2021](#)
- (16) [North Tyneside Council Local Area SEND Ofsted Inspection](#)

- (17) [Special Educational Needs and Disabilities \(SEND\) and Alternative Provision \(AP\) Improvement Plan](#)
- (18) [Ambition for Education Cabinet Report 21 September 2022](#)

PART 2 – COMPLIANCE WITH PRINCIPLES OF DECISION MAKING

2.1 Finance and other resources

Schools continue to face financial challenges and the Authority is working with them to deal with those challenges. The Dedicated Schools Grant is a ring-fenced grant that reflects overall School financial position deficits as well as the financial position of the High Needs Block.

As reported to cabinet earlier, High Needs is currently projecting an overall pressure of circa £9.6m. The Authority is currently in the first year of the DSG Management Plan, agreed with the Department for Education, which will address the financial position of the High Needs Block and the deficit balance will be funded through the “safety valve” intervention programme as long as the plan is achieved.

Any future proposals as a result of national policy or local decisions that have financial implications will be brought to Cabinet as appropriate. The High Needs position and updates on the management plan will continue to be reported bi-monthly as part of the financial management report and longer-term impacts are being considered as part of the 2024 – 2028 medium term financial plan.

Whilst school budgets are set and agreed by Governing Bodies, for maintained schools in the Borough the Authority must recognise the cumulative balances on its balance sheet each year. As set out in the body of the report, at 31 March 2023 the cumulative position was a deficit of circa £0.4m, including the cumulative deficits of circa £13.3m.

The budget plans submitted by schools indicate a deteriorating forecast position, with the cumulative deficits forecast to increase to £14.8m. The actual deficit or surplus by the end of the year will be dependent on the outturn of the

maintained schools, as well as any schools that convert to academy status during the year.

In terms of academisation, the treatment of the schools' balances at the point of conversion will be dependent on a number of factors. In general, surplus balances would transfer with the school. Where the school is in deficit, the treatment will be dependent on the specific circumstances, but in some scenarios could result in the deficit crystallising and become the responsibility of the Authority (on the General Fund rather than DSG). This would have a revenue impact in year rather than being held on the balance sheet, so would need to be factored into the setting of the Authority's annual budget and medium-term financial plan.

2.2 Legal

The Authority has a legal duty to ensure that every child fulfils their educational potential. The report sets out the steps taken by the Authority to fulfil that obligation and what further steps are to be taken in that regard.

2.3 Consultation/community engagement

2.3.1 Internal Consultation

Discussions have been held with the Elected Mayor and Cabinet Members and with the senior team leading services for schools.

2.3.2 External Consultation/Engagement

- Discussion with Headteachers at Headteacher online Briefings and Collaboration meetings, individually and in partnership groups and through Headteacher representative Groups:
- Briefings and Reports to Headteachers and SENCOs
- Discussion with and reporting to the Department for Education regarding the Safety Valve Intervention Programme
- Collaboration on driving forward the SEND Improvement Plan with strategic partners across education, health and care, including children and young people, parents and carers.

2.4 Human rights

This report has been prepared having regard to Article 2 of the First Protocol of the Human Rights Act 1998 and a person's right to have an effective education.

2.5 Equalities and diversity

Inherent within the principles of working for the Authority's Ambition for Education is a commitment to work with school colleagues to close the gaps in educational attainment and progress, between the most vulnerable pupils and their peers. Any proposed changes will undergo Equality Impact Assessment during development if the potential for impact on people with protected characteristics is possible and will be reported to Cabinet.

2.6 Risk management

There are no risk issues arising directly from this report.

2.7 Crime and disorder

There are no crime and disorder implications arising directly from this report.

2.8 Environment and sustainability

There are no environment and sustainability implications arising directly from this report.

PART 3 – SIGN OFF

- Chief Executive
- Director(s) of Service
- Mayor/Cabinet Member(s)
- Chief Finance Officer
- Monitoring Officer
- Assistant Chief Executive

North Tyneside Council

Report to Cabinet

Date: 18 September 2023

Title: Carbon Net-Zero 2030 Action Plan Update

Portfolio(s):	Climate Emergency	Cabinet Member(s):	Councillor Sandra Graham
Report from Service Area:	Environment		
Responsible Officer:	Samantha Dand, Director of Environment	(Tel: (0191) 643 3442)	
Wards affected:	All		

PART 1

1.1 Executive Summary:

In July 2019 full Council declared a Climate Emergency, and subsequently, in further acknowledgement of the gravity and urgency of the Climate Emergency, the refreshed Our North Tyneside Council Plan 2021-25, approved by Council in September 2021, included the following ambition: -

“We will publish an action plan of the steps we will take and the national investment we will seek to make North Tyneside Carbon Net-Zero by 2030.”

This report provides a performance update since the previous report to Cabinet in August 2022 and requests Cabinet’s approval to an update of the Carbon Net-Zero 2030 Action Plan which is appended to this report.

1.2 Recommendation(s):

It is recommended that Cabinet;

- (1) notes the performance update in relation to the carbon footprint of the Authority and the carbon footprint of the Borough;
- (2) agrees the update of the Carbon Net-Zero 2030 Action Plan which is appended to this report; and
- (3) notes that a further progress report will be presented to Cabinet in 2024.

1.3 Forward Plan:

Twenty-eight days' notice of this report has been given and it first appeared on the Forward Plan that was published on 02 June 2023.

1.4 Council Plan and Policy Framework

This report relates to the following priorities in the 2021-25 Our North Tyneside Plan:

- We will secure funding to help low-income households to install low-carbon heating.
- We will keep increasing the amount of waste that can be recycled and introduce food waste collections and deposit return schemes.
- We will increase opportunities for safe walking and cycling, including providing a segregated cycleway at the coast; and
- We will publish an action plan of the steps we will take and the national investment we will seek to make North Tyneside carbon net-zero by 2030.

1.5 Information:

1.5.1 Carbon net-zero and current performance

In July 2019 full Council declared a Climate Emergency, setting a target to reduce the carbon footprint of the Authority and the borough by 50% by 2023 and to become carbon neutral by 2050. Subsequently, in further acknowledgement of the gravity and urgency of the Climate Emergency, the refreshed Our North Tyneside Council Plan 2021-25, approved by full Council in September 2021, included the following ambition;

“We will publish an action plan of the steps we will take and the national investment we will seek to make North Tyneside Carbon Net-Zero by 2030.”

Net-Zero means achieving a balance between the number of emissions produced and the amount removed from the atmosphere. It requires the reduction of existing emissions, and the subsequent removal (offsetting) of remaining emissions.

Working towards a net-zero target recognises that there will be some emissions at the target date which cannot be mitigated against through planned interventions and that these need to be fully offset / inset. Traditionally this would be through natural carbon sequestration such as land and trees, although increasingly the national policy context is including the potential for technological solutions, such as carbon capture and storage. The Authority is actively participating in an emerging project which may facilitate and enable local solutions to manage residual emissions.

The Authority’s carbon footprint is made up of the power, heat and water used to run its operational buildings, including the sheltered accommodation offer but not schools, the electricity used to power over 31,000 street lighting apparatus, the fuel and power used to operate the Authority’s fleet of vehicles that are used to deliver services and the business miles staff travel in their own vehicles (not including commuting to and from work). This definition of the Authority’s carbon footprint is in line with central government’s Greenhouse Gas Protocol guidance.

The Authority submits an annual performance report to the Department of Energy Security and Net Zero (DESNZ), formally the Department for Business, Energy & Industrial Strategy (BEIS) that details the year-on-year measurement of the Authority’s carbon footprint. This is published on the Authority’s website and is included as a background paper to this report. At the end of 2022/23, the Authority’s carbon footprint had decreased by 58% since the baseline year of 2010/11, exceeding the 2023 50% target.

The borough’s carbon footprint is made up of the power and heat used in the commercial, industrial and domestic buildings across the whole of the borough, emissions from road and rail transport, and land use and forestation activities, which can result in either a release into or removal of emissions from the atmosphere. The data for carbon emissions for UK districts is produced by central government and is released two years in arrears, meaning the latest data released in 2023 was for the year 2021.

An annual report is provided to the Authority by DESNZ detailing the carbon footprint of the borough. The most recent report shows that between the baseline year of 2005 and 2021, carbon emissions have decreased by 45%.

The most recent data shows that the respective carbon footprints are:

- Authority – 12,633 tonnes of CO₂e (2010/11 base line year, 29,954 tonnes of CO₂e).
- Borough – 789,627 tonnes of CO₂e (2005 base line year, 1,426,293 tonnes of CO₂e).

1.5.2 What action has been taken?

The Authority is clear in its commitment to tackling the Climate Emergency and has taken a number of steps since the previous report to Cabinet on 1 August 2022. These include but are not limited to;

- Currently converting almost 20,000 streetlights to energy efficient LED. This will complete the street lighting LED programme.
- The Killingworth Site having been fitted with roof top solar PV, solar car portals and a commercial scale battery storage unit. These features support the large-scale deployment of EV charging points for fleet and staff use as well as providing direct energy to the site. The site is now a nationally recognised as “Best non-residential extension or alteration” in the Local Authority Building Excellence Awards for 2022.
- Completion of the installation of air source heat pumps and other energy efficient measures to 4 of the Authority’s leisure centres using £3.2m funding from the Public Sector Decarbonisation Grant.
- Full Council initiating a cross-party working group to assess options for on-street EV charging for the public.
- Securing £117k in grant funding from the Office of Zero Emissions Vehicles to deliver new EV charging infrastructure and to replace legacy charging infrastructure.
- Publishing an EV Charging Policy for staff.

- Securing £11m of grant funding to complete the Sustainable Seafront Cycling Route which involve creating a permanent, segregated, unbroken two-way, safe space along the seafront.
- Continuing to utilise external funding to develop the North Tyneside contribution towards the North East Community Forest. This project has now surpassed the Tree Planting Strategy target of 2,400 trees, planting over 10,000 trees across 15 hectares in the borough.
- An increased number of energy efficiency and solar PV installations have been built into the Housing Capital Plan in which 2,333 properties will benefit from carbon reduction works which will see a saving of 287 tonnes of carbon emissions.
- Completing delivery of the Green Homes Grant funding (Round 1b) scheme in which 486 energy efficiency and renewable energy measures were installed in 400 homes. These measures enable 319 additional homes to be assigned Energy Performance Certificate (EPC) C grades.
- Under the second phase of Green Homes Grant (Round 2), 120 measures were installed in 102 homes, bringing a further 67 homes up to EPC C grade. Delivery of Round 3 is ongoing with 230 measures installed to date.
- The Authority being successful in applying for Home Upgrade Grant Funding for £621k to support off-gas grid homes transition to more efficient forms of low carbon heating measures i.e., air source heat pumps, and energy efficiency measures such as internal/ external wall and loft insulation.
- The Authority including a number of questions in the Residents' Survey on Climate Emergency including surveying what steps residents already take to mitigate against climate change and what they are willing to do in future.
- Launching the Action on Climate Change awareness campaign, informed by the Residents' Survey responses.
- Continuing to update the Authority's "Climate Hub" on its website which includes Climate Emergency information, press releases, key documents and grant information.
- Securing additional funding from the North East Local Enterprise Partnership Energy Accelerator programme and Department of Energy Security and Net Zero (DESNZ), to further the assessment and feasibility of technical and

financial options for a Heat Network in the Killingworth area. This includes connecting the depot site, other Authority buildings, surrounding commercial and industrial sites as well as housing to a low carbon heat source (mine water).

- Awarding 10 businesses with Carbon Reduction Award Scheme certificates.
- Undertaking a full review of practical interventions for renewable energy on 26 North Tyneside Living Schemes.
- Continuation of the Organisational Development Action Plan, including embedding a Climate Emergency section in individual performance reviews, including a statement on Climate Emergency in all job descriptions and recruitment packs, and including Climate Emergency in the recently launched new starter's induction day.
- Developing and promoting a Climate Adaptation Toolkit to support North Tyneside businesses to improve their climate resilience.
- Updating the business resource and funding guide to support the low carbon transition on the Authority's website.
- Developing a twelve-month work programme for the borough-wide Climate Emergency Board.
- Organising and successfully delivering two Carbon Net-Zero business events.
- Continuing to work with the elected North Tyneside Young Mayor and Youth Council to shape our plans around Climate Emergency, waste, recycling and reducing single use plastics usage.
- The Authority publishing its 2022/23 Annual Greenhouse Gas Report, detailing performance on reducing the carbon footprint of the Authority and the borough.
- Working with the North of Tyne Combined Authority to promote and further the up-take of the Green New Deal, with £9m of public sector and additional £9m of private sector investment.
- The Authority being awarded the Best North East Council in the Energy Efficiency Awards and has been shortlisted for the National Energy Efficiency Awards.

1.5.3 Proposed Update of the Carbon Net-Zero 2030 Action Plan

In addition to highlighting examples of actions that have been taken to meet the Carbon Net-Zero target as outlined in section 1.5.2 above under the current Action Plan, the proposed updated Action Plan, if agreed, will enable the Authority to share what it is doing to meet the Carbon Net-Zero target, and the proposed updated Action Plan and will include the following specific aims:

- Enabling stakeholders to see the detailed actions we are undertaking to tackle the Climate Emergency.
- Demonstrating the continued level of commitment to delivering change in the short, medium and long term.
- Illustrating how our holistic approach to tackling the Climate Emergency sits alongside other work happening in the borough which in turn can contribute to co-benefits.

In addition, the proposed updated Action Plan will include;

- The use of Local Partnerships Greenhouse Gas Accounting Tool for Local Authorities which was developed with the Local Government Association, to calculate the emissions associated with our waste and recycling services (Scope 3 Emissions).
- Information on Key Performance Indicators.
- Detail on the principles and associated good practice of a “Just Transition” towards a low carbon future for our businesses and residents under the themes of;
 - Adaptation to a future physical climate change with, for example, an increase trend towards events of unprecedented weather extremes; and
 - The adaptation to a transformed economy where the demands for greener services and products will become the norm.

In keeping with the Authority’s dynamic approach to updating and delivering the Action Plan, the Authority reviews a range of emerging Government policy

and guidance documents, specifically those which are associated with the UK Government 10 Point Plan which was released in November 2020.

A full list of these key documents can be seen in the proposed updated Action Plan. However, two recent key examples are shown below which have implications for the borough and to which the Authority has shaped its plans:

- Electric Vehicle Smart Charging Action Plan (January 2023) – The Authority has progressed its local charging infrastructure actions and is currently engaged with Transport North East to support the practical delivery of a further regional grant allocation for further infrastructure.
- Powering Up Britain: Net Zero Growth Plan (April 2023) – The Authority is maximising its energy efficiency measures via public sector grants in its public buildings and all domestic properties as well as exploring the feasibility of heat generation on a large scale via mine water and air source heat pump technology.

An independent review of the progress as set out in the 10 Point Plan was published in January 2023. It recommended that, alongside the comprehensive prescription of policies across all sectors, that the Government meet the net present danger of not acting fast enough by taking forward a series of “no regrets and no excuses policy” recommendations that can be delivered now, or as soon as possible. The Authority, in its 2030 ambition has already agreed this approach via lobbying to Government for the necessary and required budget and resources, in its declaration of the Climate Emergency.

1.6 Decision options:

The following decision options are available for consideration by Cabinet:

Option 1

To agree to the recommendations set out in paragraph 1.2 of the report.

Option 2

To not approve the recommendation set out in paragraph 1.2 of the report.

Option 1 is the recommended option.

1.7 Reasons for recommended option:

Option 1 is recommended for the following reasons:

Agreeing the recommendations set out in paragraph 1.2 of the report will support the delivery of the Our North Tyneside Council Plan 2021-25 Carbon Net-Zero 2030 ambition.

1.8 Appendices:

Appendix: [Carbon Net-Zero 2030 Action Plan](#)

1.9 Contact officers:

Paul Nelson, Head of Environmental Sustainability, tel. (0191) 643 6467
Anneliese Allen-Norris, Environmental Sustainability Manager: Climate and Waste Strategy, tel. (0191) 643 4624
Michael Keenlyside, Senior Environmental Sustainability Officer, Tel. 643 6505
David Dunford, Senior Business Partner, Strategic Finance, Tel. 643 7027

1.10 Background information:

The following background papers/information have been used in the compilation of this report and are available at the office of the author:

- (1) [Annual Greenhouse Gas Report 2022-23](#)
- (2) [UK local authority and regional greenhouse gas emissions national statistics](#)
- (3) [Our North Tyneside Plan 2021-2025](#)
- (4) [Equality Impact Assessment](#)

PART 2 – COMPLIANCE WITH PRINCIPLES OF DECISION MAKING

2.1 Finance and other resources

The financing of specific projects to reduce carbon emissions will be considered as part of the development of each business case. Any investment required in addition to existing budgets will be reported to Cabinet / Council.

2.2 Legal

There are no direct legal implications arising from this report.

The development of the Carbon Net-Zero 2030 Action Plan is a matter for Cabinet.

2.3 Consultation/community engagement

2.3.1 Internal Consultation

The Carbon Net-Zero 2030 Board provides governance and a mechanism for internal consultation on the programme of work outlined in this report. The Board is co-chaired by the Cabinet Member for Environment.

2.3.2 External Consultation/Engagement

Individual residents, community groups and businesses have demonstrated a passion to ensure a greener and more sustainable North Tyneside. The authority's Climate Emergency work has been informed by working with business on specific technologies, with cycling organisations as the authority increases the North Tyneside's cycling infrastructure and working with the Young Mayor and Youth Councillors to listen to their views about how the authority protects North Tyneside for their future.

The Authority's Residents' Survey has informed our work. For example, there is potential to decarbonise road transport with over half of residents willing to change from their traditional car to an electric or hybrid. This information on electric vehicles formed part of the authority's modelling for future charging infrastructure points provision in the borough, and what types of chargers are required.

Additionally, the Authority is working with local retailers in the provision of packaging reduction as the Resident's Survey indicates that the biggest area for change in waste management might come with a third of residents willing to begin avoiding plastic packaging in the next 5 years.

As a landlord, the Authority has worked with tenants' representatives and individual tenants on energy efficient products and how to use them.

The Authority has worked with its customers, experts and the wider public sector to reduce energy consumption. The Authority has spent time working on best practice and local universities to review and revise operations.

The Authority helped to shape and deliver the North of Tyne Combined Authority (NTCA) Citizens Assembly on Climate Change. This project ran from February to March 2021 with forty-nine people from across the NTCA area. The process resulted in thirty recommendations on how to address the Climate Emergency in our region.

The Authority hosted a 'Call for Evidence' day with other public sector organisation, businesses and stakeholders to share plans and open them up to scrutiny.

The borough-wide Climate Emergency Board has been consulted on the development of the Carbon Net-Zero 2030 Action Plan.

2.4 Human rights

There are no human rights implications arising from this report.

2.5 Equalities and diversity

An Equalities and Diversity Impact Assessment has been undertaken as part of the associated governance of the Action Plan and a link to the Equality Impact Assessment is provided at 1.10 of the report.

2.6 Risk management

There are no risk issues directly arising from this report.

2.7 Crime and disorder

There are no crime and disorder implications arising from this report.

2.8 Environment and sustainability

This report seeks the approval of the Carbon Net-Zero 2030 Action Plan to significantly reduce the carbon footprint of the authority and the borough.

PART 3 – SIGN OFF

- Chief Executive
- Director(s) of Service
- Mayor/Cabinet Member(s)
- Chief Finance Officer
- Monitoring Officer
- Assistant Chief Executive



**ACTION ON
CLIMATE
CHANGE**
NORTH TYNESIDE

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Carbon Net Zero 2030 Action Plan 2023/24



**North
Tyneside
Council**



Foreword by Cllr Sandra Graham: Cabinet Member for Climate Emergency

This Action Plan is the second revision of the North Tyneside Council approach to the Climate Emergency, and as Cabinet Member for the Climate Emergency, I am delighted to present its contents.

In 2019, North Tyneside Council declared a climate emergency. This declaration set a target to reduce the carbon footprint of the council's operations, and the borough, by 50% by 2023 and to align to the Government's net zero target of 2050. This aimed to build on the excellent work we had already undertaken to enhance and protect our environment. During 2020 we worked with industry experts The Carbon Trust, and consulted with a wide range of stakeholders in the production of our Climate Emergency Action Plan, and this was presented to Cabinet in October 2020.

However, in light of rising global emissions and the evidence of the need to take significant action well in advance of the 2050 target to limit global warming to well below 2°C, the Council published a new ambitious policy commitment in the Our North Tyneside Plan Council Plan 2021 - 25, stating:

"We will publish an action plan of the steps we will take and the national investment we will seek to make North Tyneside carbon net zero by 2030."

Our 2030 target is ambitious and ahead of the national 2050 target and we know there are significant challenges. The council has been delivering against the strategic actions in our Plan to drive down carbon emissions - the council's carbon footprint is down by 58% (22/23 financial year) and the borough's is down by 45% (2021 calendar year). It is important to note that the carbon footprint of the Council's operations is less than two percent of the carbon footprint of the borough. That is why the council continues its work on the "Action on Climate Change" marketing and behavioural change campaign to stimulate further action by residents, visitors, businesses and stakeholders.

Our vision for a future North Tyneside remains as it did in 2019 - based on collaboration and positive engagement with our communities, businesses and other public sector bodies. We have established a borough-wide Climate Emergency Board with large businesses and public sector organisations to address commercial and industrial generated emissions. The Board is passionate about supporting businesses across the borough and has recently developed some practical tools to share, including the Carbon Reduction Award Toolkit and the Climate Adaptation Toolkit.

Whilst challenges do exist, there are also opportunities ahead which we will maximise for the benefit of the borough. This 2023 Action Plan update retains its stakeholder's core ambitions and vision, including a focus on the green skills agenda and the principles of a Just Transition towards a low carbon future.

At the heart of this shared vision is an approach that not only positively addresses wider environmental challenges, but also has clear co-benefits for other key quality of life aspects such as health, the economy, inequalities and overall wellbeing of our residents. We are working very hard to understand climate impacts and act positively. Whilst this action plan has a clear focus on reducing carbon emissions, we are also adapting our services in response to the extreme weather events we are already experiencing and are likely to see increasing in coming years. We continue to work with government departments and the academic sector to strengthen our approach and we continue to search out and apply for grant funding to aid our journey to net zero.

Carbon Net Zero 2030 Action Plan 2023/24



We are very proud of what we have achieved as a Council and ambitious about what we see developing across the borough over such a short period of time. We have moved at pace with this work, but there is still much more to do and this why we will be closely monitoring our performance and reporting annually to all our stakeholders.

We would like to thank the stakeholders who made valuable contributions to the development of the initial Action Plan through their participation in a range of engagement activities as well as their continued engagement throughout the course of our ambitious carbon net zero journey.

This document is an update to the first 2020 Action Plan and addresses areas of significant change, such as Government policy. It provides updated carbon footprint data and clearly sets out the actions we will take and our asks of Government in working towards our new carbon net zero 2030 policy commitment. In reflection of the importance of this policy commitment and our ever-evolving programme of work, the action plan will be updated every year and presented to Cabinet.

We hope you continue to undertake this journey with us.



**Councillor Sandra Graham,
Cabinet Member for Climate Emergency**

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Summary Highlights 2022/2023

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Converting the remaining

20,000
streetlights

to energy efficient LED. This will complete the street lighting LED programme



Awarded the

Best North East Council

in the Energy Efficiency Awards and shortlisted for the National Energy Efficiency Awards



Installed **roof top Solar PV** & **Solar Car Portals** and a **commercial scale battery storage** unit to the Killingworth Site



Published an **EV Charging Policy** for staff

Initiated a **cross-party working group** to assess options for **on-street EV charging** for the public

Secured

£11m



of grant funding to complete the Sustainable Seafront Route

Planted over

10,000



trees across **15 hectares** in the Borough as part of the North East Community Forest

Grant Award for **Home Upgrade Funding**



for **£621,000**

Included **questions** in the **resident's survey** on the **climate emergency**

Launched the **Action on Climate Change**



awareness campaign, informed by the residents survey responses

Delivered successful **2** Business Net-Zero and Business Events



10



Businesses awarded with Carbon Reduction Award Scheme certificates

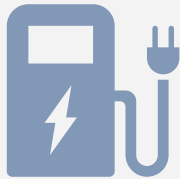
Undertaking a full review of **practical interventions** for **renewable energy** on **26 North Tyneside Living Schemes**

Developed and promoted a **Climate Adaptation Toolkit** to support North Tyneside businesses



Updated the **business resource and funding guide** to **support** the **low carbon transition** on the authority website

Secured **£117,000** in grant funding from the Office of Zero Emissions Vehicles to deliver new EV charging infrastructure and to replace legacy charging infrastructure



Completed the installation of air source heat pumps and other energy efficient measures to **4** of our leisure centres using **£3.2m** funding from the Public Sector Decarbonisation Grant

Killingworth Site Net Zero refurbishment project awarded **Best Non-Residential Extension or Alteration** category in the Local Authority Building Excellence Awards for 2022.



Increased the number of energy efficiency and solar PV installations for **2,333** properties in the Housing Revenue Account Business Plan

(carbon saving of 287 tonnes)

Working with our **young, elected representatives** to **shape** our plans around climate emergency, waste, recycling and reducing single use plastics usage.



Under the second phase of Green Homes Grant (Round 2), **120** measures were installed in **102** homes, bringing a further **67** homes up to EPC C grade. Delivery of Round 3 is ongoing with **230** measures installed to date.

Continued to update the authority's **"Climate Hub"** on the website which includes climate emergency information, press releases, key documents and grant information.

Continued to:

- Embed a **climate emergency section** in all **staff performance reviews**
- Include the **climate emergency priority** in all **job descriptions** and **recruitment packs**
- Include the **climate emergency priority** in the **new starter's induction day**

Secured **funding** to further the assessment and feasibility of technical and financial options for a **mine water Heat Network** in the Killingworth area



Delivery of the Green Homes Grant funding (Round 1b) scheme in which **486** energy efficiency and renewable energy measures were installed in **400** homes. These measures enable **319** additional homes to be assigned Energy Performance Certificates (EPCs) C grades

Published its **2022/23 Annual Greenhouse Gas Report**, detailing performance on reducing the carbon footprint of the Authority and the Borough.



Working with the North of Tyne Combined Authority to further the deployment of the Green New Deal, with **£9m** of public sector investment with an additional **£9m** private sector investment

1. North Tyneside Context

The North Tyneside Net Zero 2030 Action Plan is a rolling programme of projects which are identified by the authority and its stakeholders on an ongoing basis and therefore whilst some projects have a defined life cycle; others do not.

This updated Plan is used as a communication tool to describe and showcase what is happening within the authority's processes and practices, and to highlight work that we are aware of happening in the borough. We have direct control over all our own operations as an authority, however we continue to strive to influence others to make their best efforts to support the 2030 target. This includes our residents, businesses and third sector organisations. Net Zero means achieving a balance between the number of emissions produced and the amount removed from the atmosphere. It requires the reduction of existing emissions and the subsequent removal of remaining emissions. There is no set standard for Local Authorities and the Net Zero challenge however North Tyneside Council has adopted a 'no regrets' approach in setting out in its ambition and programme of actions.

Purpose

Our Plan is based on over 150 projects across all areas of our direct control and spheres of influence, and we acknowledge we do not have the funding or resources to deliver everything in one stage. We need to work very closely with national government via our channels of communication to lobby for greater access to the budget required to meet our share of the climate burden.

Our Action Plan and its annual update allows the authority to share what we are doing so everyone can see:-

- the actions we are undertaking to tackle the climate emergency
- the level of our commitment to delivering change in the short, medium and long term
- how our holistic approach to tackling the Climate Emergency sits alongside other work happening in the borough which in turn can contribute to co-benefits
- the progress we are making.

The latest IPCC Synthesis Report, summarises the state of knowledge of climate change, its widespread impacts and risks, and climate change mitigation and adaptation. The authority's Action Plan recognises all these aspects in a local policy and project context. In doing so, we are confident that we are addressing our share of action needed to reduce carbon emissions to limit further global warming and associated environmental impacts.

We continually offer ways in which to enable our stakeholders to share their views and ideas with us and we offer our key stakeholders a means to influence the iterative process. By 2024, we will have been working on the Climate Emergency for 5 years. At this point we will undertake a major consultation on the progress we have made and what our residents and stakeholders want us to consider for the next five years.

The previous 2022 plan update acknowledged that North Tyneside Council has been successful in managing its impacts on climate change for over a decade and has been successful in having these efforts recognised by a range of awarding bodies. In March, North Tyneside was recognised as exemplary in its work on energy efficiency.

Links with the North Tyneside Plan

The authority's Our North Tyneside Plan 2021-2025, sets out bold ambitions for making North Tyneside an even greater place to live, work and visit by 2025. The plan outlines a vision of building a better North Tyneside, looking to the future, and listening to and working better for residents. There are four key areas within this document which supports the Climate Emergency, and these are as follows:

1. We will keep increasing the amount of waste that can be recycled and introduce food waste collections and deposit return schemes
2. We will secure funding to help low-income households to install low-carbon heating
3. We will increase opportunities for safe walking and cycling, including providing a segregated cycleway at the coast
4. We will publish an Action Plan of the steps we will take and the national investment we will seek to make North Tyneside carbon net zero by 2030

This 2023 Action Plan addresses both council operation emissions, and borough-wide emissions, and will continue to be updated annually.

One of the co-benefits of all our work on the Climate Emergency is the contribution it can make in accelerating the national transition towards a low carbon economy and this aspect is covered further in this report. The themes outlined below remain the same as outlined in the original 2020 Plan. We have also included some examples of local good practice to support the transition. The themes are a key focus for the authority, and some are more challenging to manage.

They are: -

Energy efficiency

The authority is clear that to reduce the demand for power and heat in buildings across all sectors, the energy efficiency of existing buildings must continue to improve.

In terms of buildings under its direct influence and control, the authority has undertaken a range of measures such as replacing internal lighting with LEDs, making changes to improve the efficiency of air handling units, replacement double glazing, and improvement to heating controls. Some of our larger buildings, specifically four leisure centres, have been the subject of successful grant funding to enable the authority to replace fossil fuel boilers with air source heat pumps. Twenty-two of the highest energy consuming sites owned and managed by the authority have their own Heat Decarbonisation Plans in place, and these act as individual site master plans for improvement works and where the authority needs to target efforts as budgets or external funding becomes available.

Killingworth Low Carbon Depot Project

The Low Carbon Depot Project has its roots in mid-2016 when the authority was in the midst of delivering its second Carbon Reduction Plan and developing its plans for carbon reduction through asset rationalisation. The Project amalgamated these two dual strategic policy commitments as the basis of a successful ESIF Sustainable Urban Development grant bid to further extend and maximise funding of existing Depot plans.

The project is a combination of refurbishment of the existing office accommodation, workshops, welfare and other facilities on the site, whilst 'future proofing' its operation, energy efficiency and functionality using a range of energy efficiency products, alongside energy generation and energy storage solutions

In essence, the core philosophy and driver for the Depot Project is the plan to adopt, create and integrate a smart building and "intelligent" mini grid of innovative technology as part of a whole place solution approach.

The Sustainable Urban Development funding specifically enabled the adoption of the following low carbon, energy efficiency and renewable energy works:

- Highly efficient heating & electrical systems
- Rooftop and car port photo-voltaic arrays (1542No 450w panels delivering 702KWp generation)
- Battery energy storage in conjunction with both roof top and car port solar PV arrays
- Electric vehicle (fleet & staff) charging points (as part of solar car ports and wider infrastructure)

The Depot Project has been recognised as a national exemplar.

More public buildings will undergo the process of having Heat Decarbonisation Plans developed over the next period of reporting on progress.

The authority has undertaken a number of measures in its social housing stock to improve their energy efficiency. For example, cavity walls and lofts have been insulated as well as the replacement of boilers which are hydrogen ready. The authority is working with a range of partners to ensure further measures are also put in place for energy generation i.e., solar PV arrays as well as the transition to domestic air source heat pumps. New build social housing has moved towards modern methods of construction and require little in the way of fossil fuel use. This particular construction method called HUSK has placed the authority at the forefront of the Net Zero transition. More work on energy efficiency programmes are planned on the authority's social housing stock as well as how the authority supports the owner occupier and private rented sectors. The authority is unable to undertake direct measures to make privately owned commercial properties more energy efficient, however there are many opportunities to signpost businesses to advice and national government support.

Social Housing Decarbonisation Scheme

The authority has successfully been awarded £1.2 Million of matched funding via the Social Housing Decarbonisation Scheme to improve efficiency within homes around the borough. This will mean that a total of £2.4 million will be spent over the next 2 years and will go towards home improvements such as solar PV installations, internal wall insulation and external wall insulation. The scheme has been introduced by the government to support our Net Zero initiative and will contribute to energy savings for our tenants. The authority is currently in the planning stages of the project, with installations scheduled for later this year. Residents will be able to participate at our local events and QA sessions which will be available to everyone in the local area.

Newbuild Social Housing - HUSK

The HUSK patented method of construction has been developed to unlock previously undevelopable garage infill sites in the borough with a turnkey package of design enabling work and off-site manufacture. HUSK and North Tyneside Council were able to deliver a high standard product with construction on site taking only 9 months to deliver and had the added benefit of minimising the disruption to existing local residents. The project was able to provide bungalows for local residents allowing them to stay in their community. The project specifically focussed on 52 garages which were built in the 1950s and were no longer in use. The existing outer garage walls were retained, and the homes are designed to fit the existing footprint.

The units are manufactured in factory-controlled conditions to exact laser-measured dimensions. This includes the structure, internal finishes and fittings and external finishes where possible. Offsite manufacturing reduces the build costs and construction timescales. The pre panelised insulated timber frame system is prepared in the factory to exact dimensions, ensuring high levels of airtightness.

The controlled factory conditions ensure accuracy and airtightness, ensuring that the bungalows achieve an EPC rating A. The installation of a sustainable heating system (air source heat pump with Solar PV) keeps running costs low for our tenants.

- **Decarbonising / generating heat and power**

Within the borough, the authority is clear that opportunities may exist to enable the generation of heat and power to support its own demands as well as those of businesses and households.

In reducing demand for heat in existing and new buildings, the authority is working with the Department for Energy Security Net Zero (the former Department of Business and Industrial Strategy) to assess the roll-out of heat networks using zero carbon heat supplies i.e., geothermal and mine water.

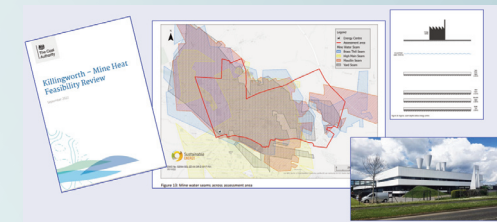
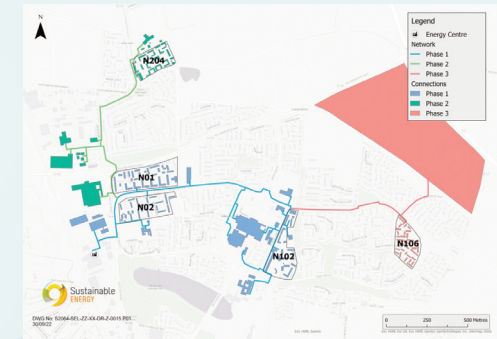
The development of a heat network provides the opportunity to produce both a renewable heat, and electricity supply.

The Killingworth Heat Network Study

In 2022, the authority completed a feasibility study to assess the potential to supply low carbon heat to public sector and commercial buildings, as well as domestic properties in the Killingworth area of the borough, via a connected heat network. The source of heat supply assessed in this study with the assistance of the Coal Authority, was potentially derived from mine water from redundant coal seams below the Killingworth area.

Beyond this feasibility stage, the authority is proceeding to a more comprehensive Detailed Project Stage which will refine the technical merits of the scheme as well as focussing in on financial modelling and the legal aspects of developing a project.

The authority has been successful in securing grant funding from central government as well as regional support to help accelerate funding and commercial sector input to progress the scheme.



The Role of Street Lighting

During 2017-2019 NTC commenced their initial LED replacement scheme covering some 7300 columns. The average energy saving came in at 60% on this part of the street lighting portfolio. As well as the reduction in lamp wattage, where applicable, trimming and dimming were introduced and some part night switch-offs. These were also part of an intelligent management system allowing flexibility in the burning profiles and constant monitoring.

The reduction in street lighting energy consumption from 2017/18 to 2022/23 is 27.5% and an extra benefit is the carbon savings from this transition which has reduced to 143 tonnes (2022/23) from 361 tonnes in 2017/18 (60%).

More recently phase two has started replacing a further circa 20,000 units over the next 2 years with similar target of 60% saving. It is anticipated that all convertible stock will be LED by mid 2025.

• Decarbonising travel

Travel contributes to 30.4% of the borough's carbon footprint. Reducing vehicle emissions and usage by encouraging modal shift and accelerating the transition to low carbon transport is integral to decarbonisation and improving air quality.

Decarbonising road transport is a national ambition.

The proposed regulatory framework (recently under consultation May 2023) for new car and van emissions is a devolved policy area under the Climate Change Act 2008, meaning there could be the potential for separate ZEV mandates and CO2 emissions trading scheme regulations across the UK. In November 2020, the UK Government announced that all new cars and vans must be fully zero emission from 2035, bringing forward the target from 2040. Additionally, no new petrol or diesel cars or vans may be sold from 2030, and government set out that between 2030 and 2035, new cars and vans can only be sold if they have significant zero emission capability.

The rise in electric vehicles is currently very rapid, driven largely by the development of technology and market forces, with their registration doubling every year. It is expected that by or before 2028, every second new car will be an electric vehicle.

The authority has recently published its Zero Emission Vehicles (ZEV) Strategy and Action Plan which is designed to be flexible and responsive. It will be refreshed as required to reflect the ongoing development of ZEV technologies.

The authority is also developing a programme of road improvement schemes to enable safer cycling and walking modal shift. The Action Plan will continue to consider the necessary steps to transition to low and zero carbon travel.

Transitioning to Ultra Low Electric Vehicles

Published in December 2021, our Zero Emissions Vehicle Strategy is an 8-step Action Plan which calls for us to act as a key facilitator in the development of EV charging infrastructure. The authority has subsequently established a cross-team working group in order to bring about the aims of our strategy. Officers conducted an internal workshop with colleagues across several council worksites to highlight and identify strengths and weaknesses within our current provision of publicly available EV charging infrastructure. Thereupon, officers have identified 6 new sites across the borough in which we will install EV charging points, with 3 existing sites having legacy equipment upgraded, following a successful application to the Office for Zero Emissions Vehicles for On-street residential chargepoint funding. The sites are as follows:

- Front Street Car Park, Cullercoats (near Victoria Crescent)
- Cauldwell Avenue Car Park, Monkseaton
- Low Lights Car Park, North Shields
- Coronation Street Car Park, Wallsend
- Park Road Car Park, Whitley Bay
- John Willie Sams Centre Car Park
- Beaconsfield Car Park, Tynemouth
- Bournemouth Gardens Car Park, Whitley Bay
- Norfolk Street Car Park, North Shields

This work will complement the short- and medium-term projects the authority will be developing to support the EV transition.

- **Waste and recycling**

The Authority has a statutory duty to collect and dispose of household waste arising within the borough. To achieve this, it directly provides a kerbside collection service and contract arrangements are in place to dispose of residual waste, reprocess recyclable material and operate a Household Waste Recycling Centre (HWRC).

The process of managing waste contributes to greenhouse gas emissions. For example, when organic waste decomposes, carbon dioxide and methane gas is created. The production and incineration (energy from waste) of inorganic waste uses natural resources such as water, fuel, metal, timber in their production and this results in the emission of greenhouse gases, particularly carbon dioxide and other pollutants.

Plastic waste produces greenhouse gas emissions during every stage of its lifecycle. The extraction and transportation of plastic is dependent on oil, gas, and coal. The production and disposal of plastics also release carbon emissions.

The Action Plan includes policy commitments around the introduction of separate food waste collections and implementation of emerging government legislation on consistency in collections and deposit return schemes.

The aspect of waste and resource management is looked at in more detail in Section 8 of this update.

Extending the opportunities to recycle

North Tyneside currently has 8 small Waste Electric and Electronic Equipment (WEEE) bring banks, placed in Council buildings and customer centres. Residents can visit the locations to dispose of their small electrical items safely and responsibly. This allows us to collect and recycle around 250kg of small electricals per week through bring banks.

Additional grant funding has enabled the authority to install 30 more small electricals bring banks in schools and community centres and deliver a communications campaign to our residents around the importance of recycling e-waste. Funding has also enabled us to install 20 vape disposal bins in appropriate public buildings, throughout the borough. This will increase small electricals recycling in North Tyneside from 15.5 tonnes to 73.5 tonnes per year.

- **Food**

The authority recognises that the potential impact of more sustainable food policies can be a significant factor in carbon emissions reduction.

Food system activities, including producing food, transporting it, and storing wasted food in landfills, produce greenhouse gas (GHG) emissions that contribute to climate change. Of these sources, livestock production is the largest, accounting for an estimated 14.5 percent of global GHG emissions. Meat from ruminant animals, such as cattle, are particularly emissions intensive.

The authority provides a range of healthy balanced meal options in schools and operational buildings which includes non-meat options. In conjunction with the provision of food the Authority has adopted energy efficient kitchen technologies for cooking, dish washing, cooling, and freezing.

Food Fix – Surplus School Food Redistribution

To help tackle food waste, we have connected Howdon Community Hub with Churchill and Burnside Colleges to create Food Fix - a programme which redistributes surplus food and reduces food waste.

Howdon Hub visits the schools to collect pre-packaged sandwiches that are due to be thrown away and redistributes them to Hub users. During the Easter half-term, around 150 sandwiches were saved from being needlessly wasted.

UK households and businesses waste around 9.5 million tonnes of food every year. 70% of this is edible - enough to feed the entire UK population 3 meals a day for 11 weeks. This is associated with over 25 million tonnes of greenhouse gas emissions, equivalent to 10 million cars on the road.

We now have plans to expand Food Fix to more schools and community centres across the Borough. It is our ambition to redistribute over 2,500 sandwiches each year, which could save around 260kg of carbon emissions - that's the equivalent of driving an average family car 1,000 miles

For more information on Food Fix, please contact carbon@northtyneside.gov.uk

- **Adaptation to Climate Change**

The authority is clear that to meet its climate ambitions, adaptation to climate change must be an inherent and core part of the Action Plan.

Adapting to current and predicted changes to our climate, both at the national and local levels, is a vital necessity to protect the economy and protect society. All the current science and evidence suggests that climate change is leading to increasing frequency of severe weather, be that high rainfall and flooding or heatwaves. North Tyneside is as vulnerable to these types of events as the rest of the Northeast of England.

Storm Arwen (November 2021) is an example of how extreme weather can impact the borough.

There are short, medium- and long-term climate change risks to residents, business, and infrastructure as a result of hotter and drier summers, more intense rainfall, stronger winds and more storminess, and warmer winters.

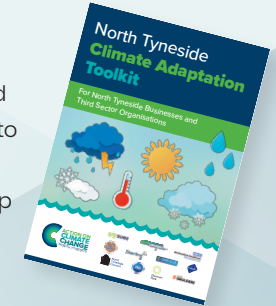
The authority has embarked on a risk-based revision of climate adaptation to its service provision using the Local Partnerships sponsored Climate Adaptation toolkit and its five-step process.

More detail on Climate Adaptation can be found in Section 5 of this update.

The Climate Adaptation Tool Kit

The authority has developed in conjunction with the borough Climate Board representatives, the North Tyneside Climate Adaptation Toolkit. The toolkit has been developed for businesses and the third sector to assess, evaluate, plan and monitor risks to their day-to-day operations related to extreme weather. By following this approach and using knowledge of services and operational processes, any organisation can transition towards better climate resilience. The toolkit is made up of three components: the Climate Risk Identification Tool, the Operational Risk Scorecard and the Climate Risk Register.

All North Tyneside organisations all eligible to receive our climate adaptation toolkit. Simply email the Environmental Sustainability Team at carbon@northtyneside.gov.uk to receive the free toolkit.



- **Offsetting and Insetting including nature based solutions**

The authority has identified a range of carbon reduction projects in the Action Plan which will impact on reducing its own direct emissions and emissions from the borough.

There is however recognition that there are some emissions which will not be addressed by physical technology interventions or cultural behaviour. A current practice in the commercial / private sector is the use of carbon offsets which tend to provide an opportunity to sponsor projects across the globe for a range of costs per tonne of carbon emissions.

The public are becoming better educated on climate change matters and are likely to scrutinise offsetting issues around additionality, permanence, verification of emissions savings. This scrutiny could be compounded by the lack of choice taxpayers would have in how their money is invested.

There is to date no direct option for the public sector to engage in offsetting as government policy remains unclear and it is anticipated that significant development work will be required to enable this to happen. There is also a balance of public perception and the use of public money on investing in offsetting projects. At this point in time the authority does not consider this practice as acceptable best value for money.

The authority is now focussed on developing an approach to these emissions and alternative means of supporting the Net Zero transition as required and one of these is to look more closely at Area Based Insetting (ABI).

Area Based Insetting (ABI) is a new mechanism being developed by a small number of local authorities including North Tyneside Council that builds on the principles of traditional 'offsetting', by shifting the focus of the carbon saving project from a value chain into the geographic boundary of a local authority. ABI applies relevant principles and learnings from offsetting, including the use of credits to raise finance. It also seeks to retain insetting's potential to connect local stakeholders and generate mutual benefits. This project commenced in March 2021. ABI projects can take the form of technological as well as nature-based solutions.

A nature-based solution which fits into Area Based Insetting

North Tyneside Council is a proud member of the North East Community Forest - a 30 year, multi-million-pound project that will see tens of thousands of trees planted across 6,000 hectares.

Supported by Defra's Nature for Climate Fund, North Tyneside Council has planted over 10,000 trees as part of the North East Community Forest. Sites include Henley Gardens in Wallsend, Brunswick Green in Wideopen, Love Avenue in Dudley, Seaton Burn Cricket Ground, and Rising Sun Countryside Park.

The planting of these trees will strengthen existing tree lines to reduce the impact of major roads and remove carbon emissions from the atmosphere. Additional woodland will increase biodiversity and enhance the aesthetic nature of the area. We are also planting replacements for trees damaged by storms or disease.

We will continue to identify new planting sites to increase the tree coverage of North Tyneside, working with local schools, parks, businesses, and residents.

The role of Biodiversity Net Gain

The authority is very aware that in order to meet the challenging 2030 target, action needs to be aligned with climate adaptation as mentioned in section 5 of the report. Other key local strategies include the local plan, biodiversity action plan, green infrastructure strategies and Local Nature Recovery Strategies. Biodiversity Net Gain (BNG) is a requirement of the Environment Act 2021, imposing a mandatory 10% increase in biodiversity after development compared to the level of biodiversity before the development. This requirement will ensure that there is an increase in biodiversity through new developments in North Tyneside whilst also protecting, enhancing and restoring habitats and wildlife. The delivery of Local Nature Recovery Strategies (LNRS) in the region will be key to helping identify suitable land to deliver net gain.

- **Economy and skills**

The authority's ambition for a low carbon and clean growth economy means that we will continue to nurture a broad range of low carbon industries, including some sectors which have world leading positions; this success to date is built upon wider strengths in the borough in support for innovation and excellence.

Both mitigation of carbon emissions as outlined in this Action Plan and adaptation to climate change have direct economic benefits, and therefore are also opportunities for new skills and training opportunities. There are also new and emerging jobs

that relate directly to the transition to net zero and these include: -

- ***the energy transition (including oil and gas, on and offshore wind, hydrogen, electricity, carbon capture and storage)***
- ***construction (including the retrofitting of housing and non-residential properties)***
- ***manufacturing (with a focus on engineering)***

The work carried out by North Tyneside Council on these subjects not only contribute to the overall prosperity of the borough but also the region.

Working Well North Tyneside

The Working Well Partnership are supporting environmental awareness and sustainability in the delivery of this innovative work and health hub based in North Shields. Co-location of partner services in one location is helping partners to make substantial savings on energy costs whilst the Hub delivers a range of activities including:

- Sustainable partnering – SmartWorks and Suitability (donated clothing for residents for interviews) or the Kit Box (recycled activewear).
- Travel planning to support sustainable modes of transport and raise awareness of the free bicycle scheme (via Support and Grow) where the free bikes enable active travel to work.
- Facebook groups like 'Pass It On for free' and 'Unwanted items' to support residents with anything from furniture to baby clothes and toys to workout equipment are promoted.
- Green skills courses such as Skills Bootcamps delivered by RE:Geon to encourage residents into Domestic Retrofit and increase understanding of this in homes.
- Delivery of distance learning courses in Environmental Awareness.

Get into Smulders

In September 2022 a partnership between North Tyneside Council, the North of Tyne Combined Authority and a specialist training provider, Nordic Training, developed a training programme to support this international company based on the banks of the Tyne in Wallsend to address a major recruitment need to increase capacity in the offshore wind industry. Working together to provide good quality jobs for local residents, three Get into Courses were run between October 2022 and March 2023 supporting 69 residents. 47 progressed to first stage training and 26 to formal welding training, taking up roles as trainee welders working in Offshore Wind Manufacturing.

• Behaviour change

The authority has a long history of promoting messages to households to make small and easy changes to reduce the impacts of lifestyle on the environment. It is now recognised there is a need to raise the profile of this messaging in order to accelerate consumer behaviours and choices to the scale needed to match the pace of the authority's action planning. For the purposes of equity and inclusion and a just transition to a low carbon future, the authority recognises that public change need not be expensive or reduce well-being, and also that changes could deliver huge co-benefits to health and other aspects.

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Communications and Marketing

Given the importance and profile of the authority's work, it's important a communications and marketing plan, including a forward plan of activity, is developed and implemented each year. All communications activity encompasses all initiatives associated to the climate work, and will highlight the efforts of residents, community groups and businesses, as well as encouraging others to take part. The overall approach of our work is determined in the main, by insights from the Residents' Survey climate change questions.

The objectives of the Communications and Marketing plan are to co-ordinate and develop an approach to achieve coverage about the Climate Emergency and associated work, both online and in print, which will:

- Communicate, raise awareness and reinforce the council's commitment to reducing the borough's carbon footprint.
- Highlight to residents, businesses and other organisations in the borough how they can play a part, influence their behaviour and showcase their efforts.
- Ensure we keep colleagues and elected members informed and encourage them to reduce their carbon footprint.
- Respond to any challenging or potentially negative issues to protect and promote the council's reputation.
- Target marketing activity at those geographical areas and audiences which the Residents' Survey tells us will be most effective, using a range of methods and messages.

We will target marketing activity around those behaviours which are in line with results from the Residents' Survey:

- Reducing single-use plastics
- Choosing plastic-free packaging
- Considering sustainable travel methods for short journeys

All communications and marketing activity is monitored on a monthly basis and reported to a project board.

2. The Borough and Authority Carbon Footprints

Emissions covered in the Action Plan

We have included different types of emissions sources in our baseline assessment for this plan. North Tyneside's Borough-wide footprint covered Scope 1, 2 and selected Scope 3 emissions, including:

- Energy use in buildings
- Grid electricity
- Road transport across North Tyneside
- Waste generation and management across the Borough (including domestic and commercial)

Some are associated with our own (direct) activities and others relate to the actions of others (indirect). The Action Plan covers North Tyneside emissions across Scope 1, 2 and limited Scope 3 (as detailed below). Borough - wide emissions are for Scope 1 and Scope 2 emissions only.

Scope 1

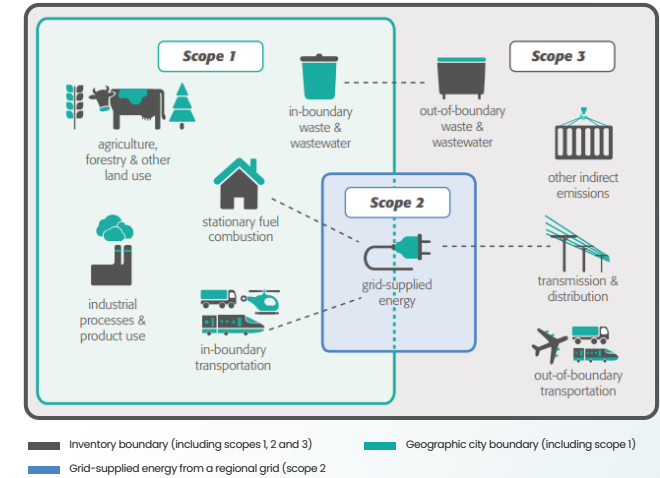
Emissions directly owned or controlled by the authority. This is typically the combustion of gas, for heating or fuel use by vehicles in North Tyneside buildings and fleet.

Scope 2

Emissions linked to the consumption of electricity by the authority. The electricity (and associated emissions) is generated outside of North Tyneside, but used within the borough, so the indirect emissions are attributed here.

Scope 3

Indirect emissions relating to the authority, but are outside of our direct control. This can include purchased goods, services, food, waste and travel outside of the borough. Measuring and calculating Scope 3 emissions is an extensive and complex process.



Source: ghgprotocol.org/ghg-protocol-cities

The authority is now presenting its annual greenhouse gas report using the Local Partnerships Greenhouse Gas Accounting Tool for Local Authorities developed with the Local Government Association, and this includes a detailed calculation of the emissions associated with our waste and recycling services.

Overall, the borough of North Tyneside's absolute CO₂ emissions have decreased by 44.6% between 2005 and 2021. There are three main sector-led sources of emissions that make up the carbon footprint of North Tyneside.

The public sector has led this transition, reducing its carbon footprint by 2 thirds. There has also been significant progress in the commercial (-67.5%) and industrial (-49.1%) sectors. Domestic (-40%) and transport (-28%) have made relatively slower progress.

Scope 3 Emissions

The authority is now exploring its Scope 3 emissions in greater detail to produce a baseline from which to measure its progress in reducing the size of its overall carbon footprint.

The authority however recognises that its own Scope 3 emissions are likely to represent a large proportion of its carbon footprint and whilst there is no direct control of our value chain, the approach we take in spending our budgets has a direct and significant impact. The authority is clear that when using our procurement powers, we have an opportunity to create positive carbon outcomes from that spending and therefore deliver the best outcomes for our communities.

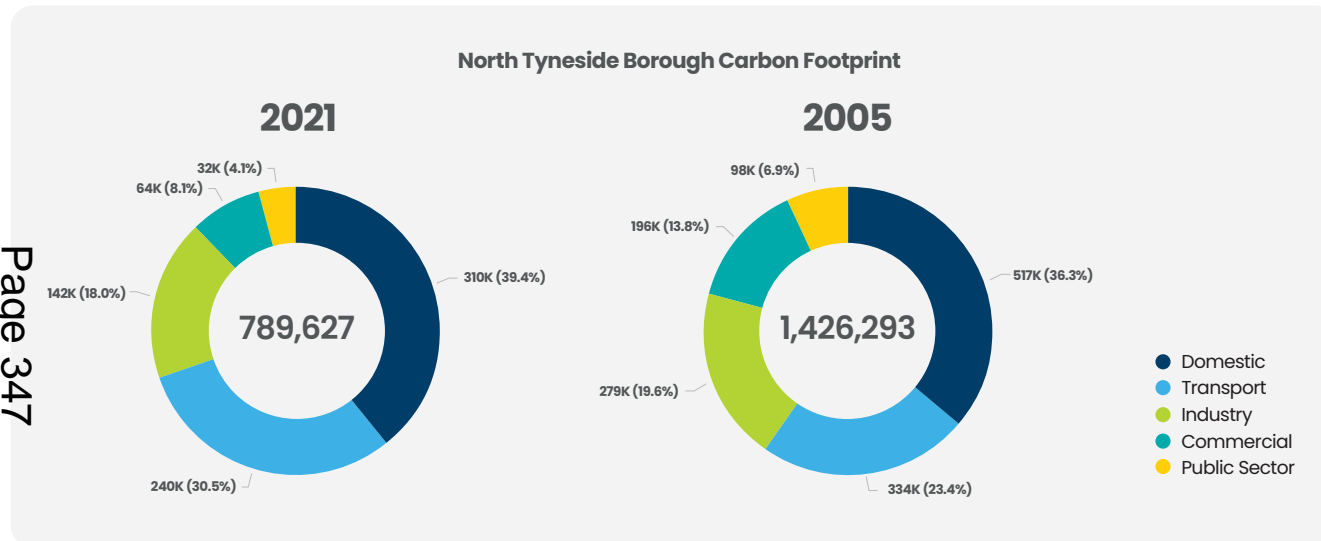
This Action Plan already contains an entire workstream devoted to reducing carbon emissions and improving environmental practices across the council's supply chain.

At a borough-wide level, Scope 3 emissions – or “consumption-based emissions” are also very significant. The impact of these emissions goes far beyond the borough's boundaries. From the electronics we buy and the food we eat to the clothes we wear, most are produced and transported globally, and our travel choices can contribute substantially to climate change. Understanding emissions related to our consumption patterns can help us better understand and plan to reduce North Tyneside's wider carbon footprint. Tackling borough-wide carbon emissions is a huge challenge as carbon footprints vary significantly across the borough. We know that behavioural changes can have a large impact on the carbon emissions linked to our residents and businesses and this feeds into our work towards a fair and just transition for the borough as a whole.

Embedding circular economy principles across our waste and recycling and procurement is one element of tackling Scope 3 emissions. The authority is exploring ways it can build circular economy into other policies to transition to a low carbon economy working with residents, community groups and businesses to help us achieve net-zero emissions across the whole borough.

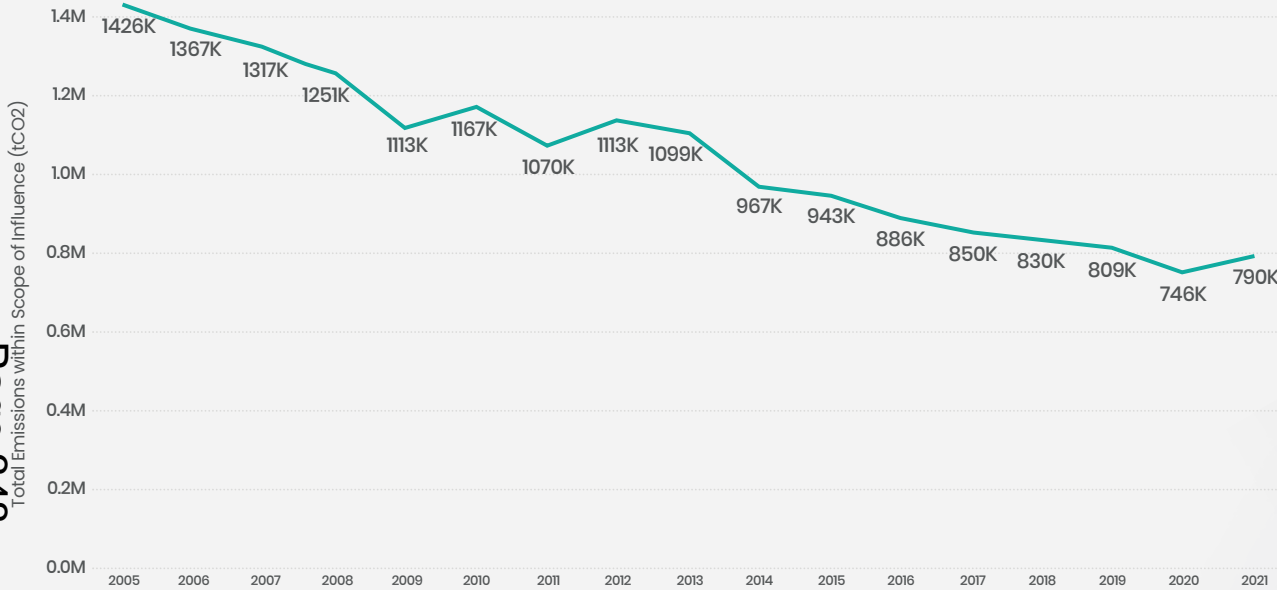
2.1 North Tyneside Borough Emissions

From 2005, the borough has seen a 44.6% reduction in its carbon footprint.



Emissions in the borough of North Tyneside have undergone changes in the past year, with total emissions increasing from 746 KtCo2 to 790 KtCo2 (+5.9%). This is in line with a UK-wide increase in emissions of 6.3%. Compared to 2019, the most recent pre-pandemic year, 2021 CO2 emissions are down 2.3%.

North Tyneside Greenhouse Gas Emissions



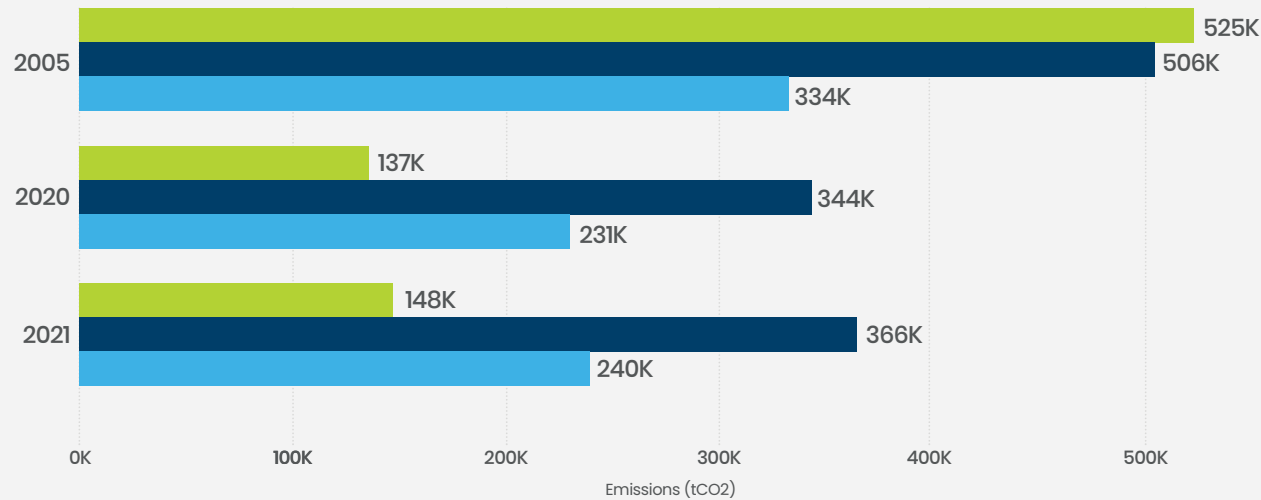
Industry has seen the largest rise with an additional 20.5k emissions, mainly driven by a 15k growth in gas emissions. This follows the 2021 easing of nationwide lockdowns and restrictions due to the COVID-19 pandemic.

The same easing of restrictions applied to transport. With residents no longer instructed to stay at home, there was an increase of 9.1k emissions. There was an 8.8k increase in residential emissions between 2020 and 2021, with the colder temperatures in 2021 likely to be the main factor, resulting in more energy being used to heat homes.

The Public Sector has performed well, with emissions decreasing by 2.5k. This has been driven by a change in the fuel mix, with a 2.3k increase in electricity emissions being offset by a 4.8k decrease in gas emissions.

Changing Fuel Emissions in North Tyneside

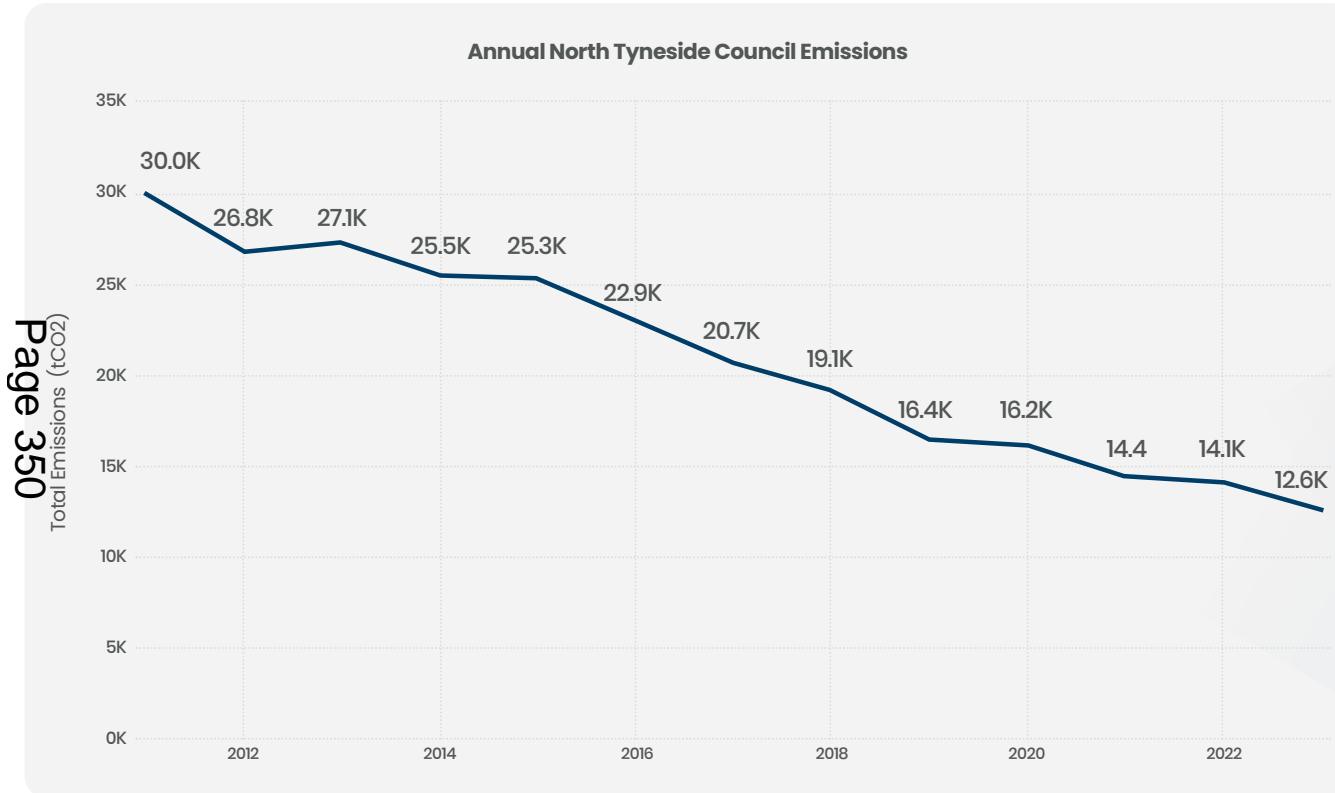
● Electricity ● Gas ● Transport



A cleaner grid means lower emissions for North Tyneside. Since 2005, the national energy supply has reduced its carbon emissions by 63%. This cleaner energy contributes to North Tyneside's electricity emissions reducing by 72% from 2005 to 2021.

In 2021, there was a 3% increase in energy supply emissions compared to 2020. Higher demand compared to the previous year drove 9% and 14% increases in the use of gas and coal respectively. This, combined with a 4% decrease in renewables meant that our electricity use generated an additional 8% emissions compared to the previous year.

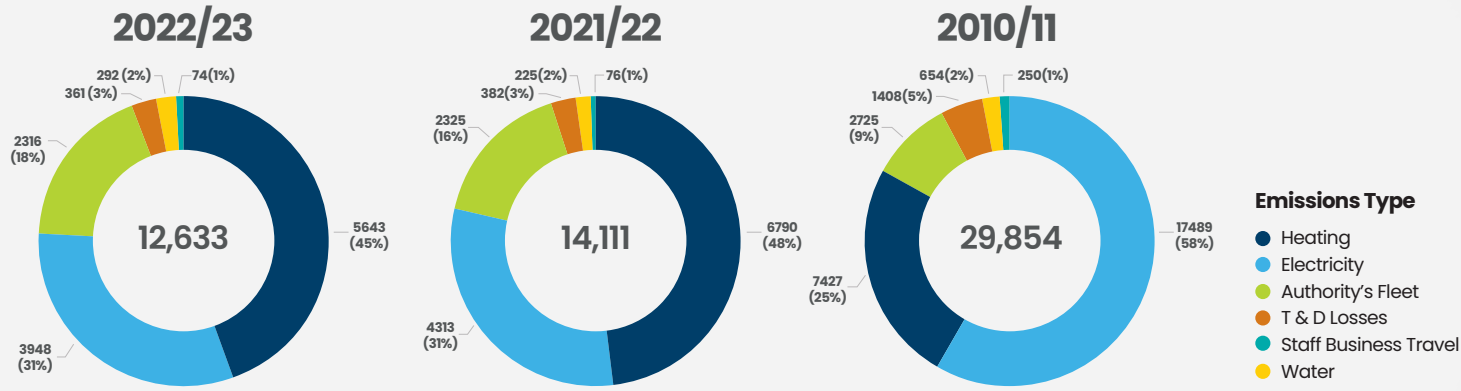
2.2 North Tyneside Council Emissions



Since base year 2010/11, North Tyneside Council has reduced its emissions by 58%. This has followed an average trend of a 4.8% reduction year on year. This year performed slightly above average, with an additional 5% fall in CO₂.

The key drivers of the change since base year have been a 13,500 tCO₂ (77%) decrease in electricity emissions and a 1,500 tCO₂ (20%) reduction in gas emissions.

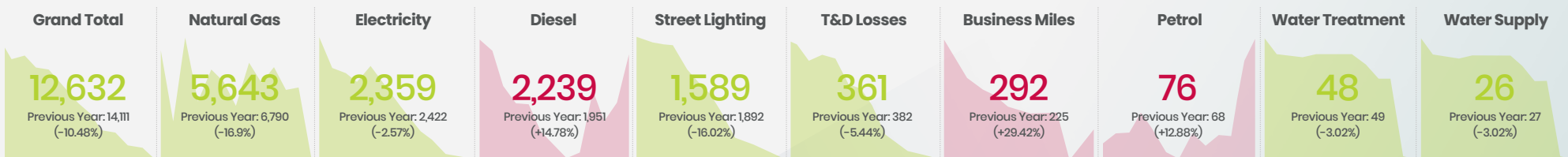
North Tyneside Council Emissions



The last year has seen sweeping emissions reductions across the council. The most important changes have come with a 17% fall in natural gas emissions followed by a 16% reduction in street lighting.

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North Tyneside Council Emissions Sources

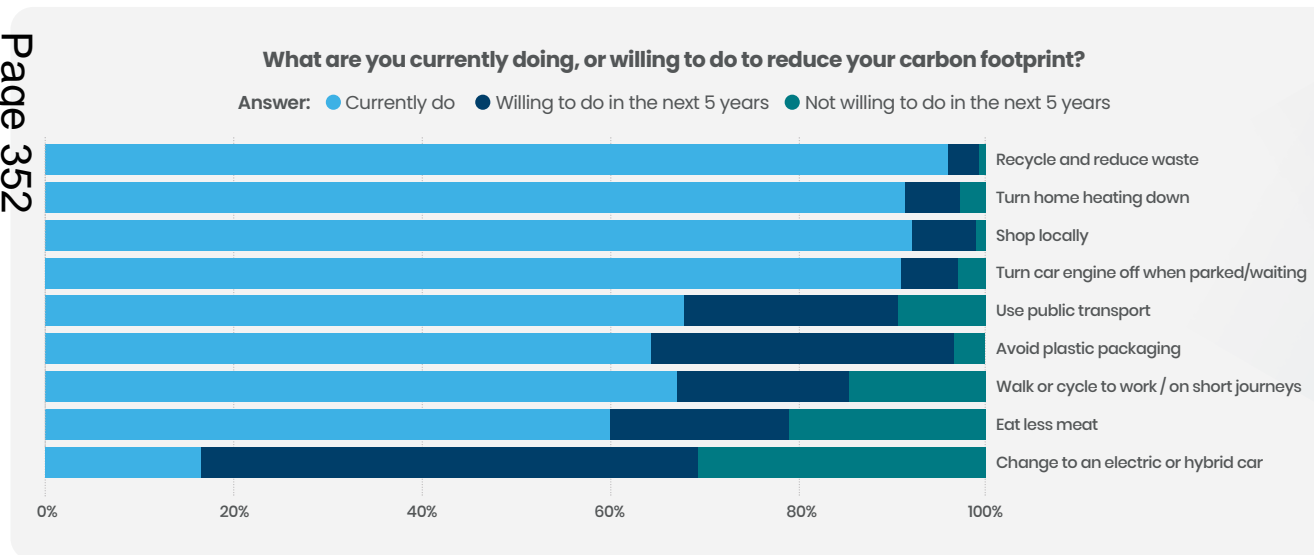


3. What Our Residents Think

Since 2012, North Tyneside Council has undertaken an annual residents' survey to assess perceptions of, and satisfaction with, their local area, council services and health and well-being issues. In 2023, residents were asked a series of questions about climate change. The results are as follows:-

- What are you currently doing or willing to do to reduce your carbon footprint?**

Residents are clearly engaged for the fight against climate change, with most respondents currently or willing to take the following measures to reduce their impact on our planet:



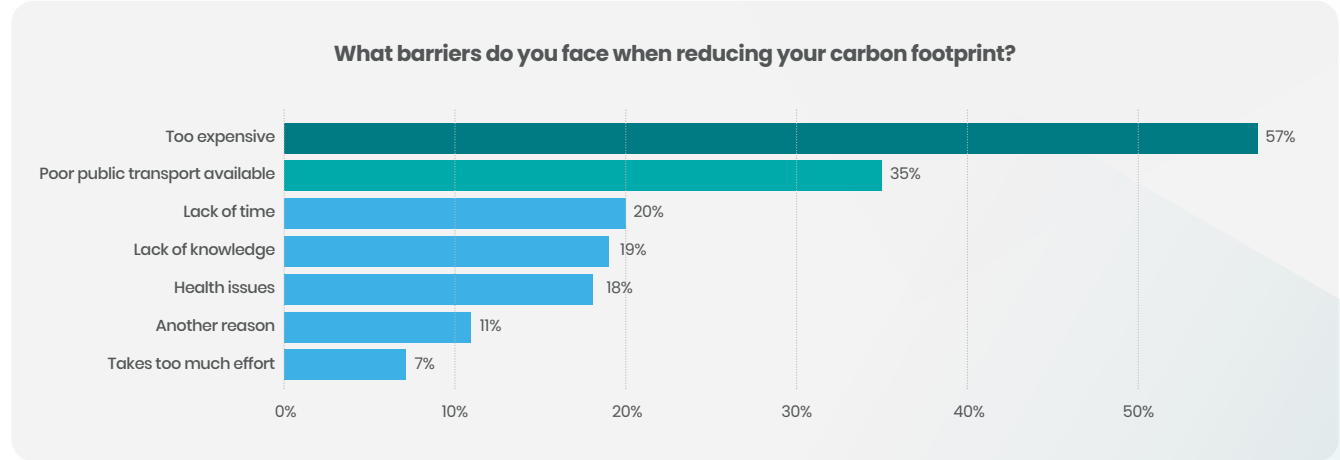
Transport is a key area where our residents are making an impact. Over 90% of residents minimise their driving emissions by shopping locally and turning their engines off while waiting. In choosing sustainable transport, at least 2 in 3 residents use public transport or walk on short journeys. There is huge potential to further improve, with over half of residents willing to change from their traditional car to an electric or hybrid. This information on EV features in the authority's modelling for future charging infrastructure points provision in the borough, and what types of chargers we need.

At home, over 95% of residents cut down on waste by using the council's recycling service and reducing what they throw in the bin. 92% also turn their heating down and 60% put less meat on the dinner table. The biggest area for change might come with a third of residents willing to begin avoiding plastic packaging in the next 5 years.

North Tyneside Council will continue to target the barriers to these changes most felt by our residents. The cost of change is the biggest hurdle (57%), with lack of time and knowledge also issues for a fifth of residents. 18% of residents report health issues that impact their actions to reduce their carbon footprint, while 7% simply find it too much effort.

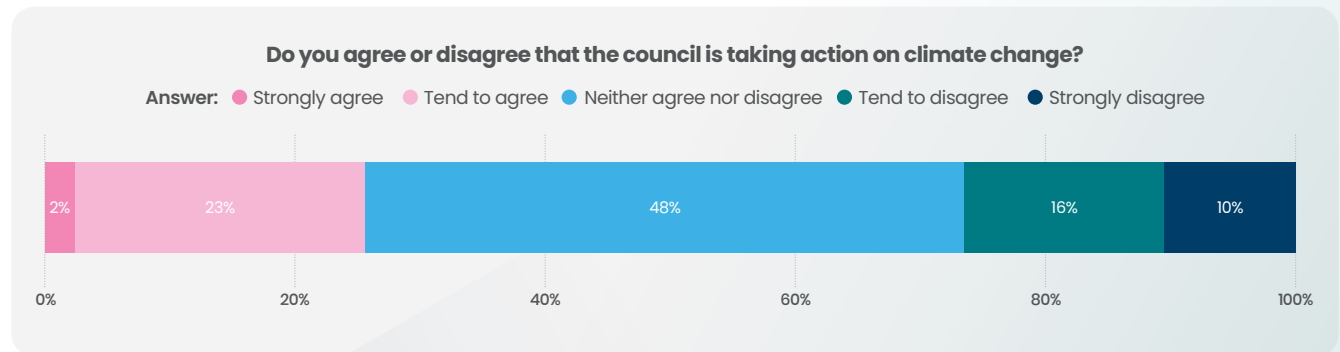
• What barriers do you face when reducing your carbon footprint?

The council has been helping to eliminate these barriers, and 26% of respondents agree that the council has been taking action on climate change. More work on communicating progress with residents could be done, with nearly half of residents have no strong feeling on the climate work of North Tyneside Council and 27% of residents yet to be convinced that the council is taking action.



Do you agree or disagree that the council is taking action on climate legislation?

The authority continually works with a wide range of internal and external stakeholders such as businesses, officers, elected members and residents in the delivery of the Climate Emergency Action Plan and have ensured that communications and feedback on progress is inherent to the authority's ambitions to sustain and continue support. The authority recognises that high quality and meaningful communication through a continued engagement plan and education using a range of media to enable behaviour change is essential to enable words to turn into actions.



The Climate Emergency communications and marketing plan makes use of a variety of channels to inform stakeholders of the council's work – including local media, digital platforms, internal communications and other free of charge communication channels. The activity has and will continue to encompass all initiatives associated to the Climate Emergency and will highlight the efforts of residents, community groups and businesses, and encourage others to take part.

4. Key National Government Policy Updates since 2022

The authority routinely monitors and tracks a range of national policies which continue to shape the authority's proportionate response to the Climate Emergency via its annually updated Action Plan. At the start of our accelerated journey on the transition to a net zero future by the authority, it was recognised that much more direct financial and resource support from central government would be required since many local decisions directly affect both our local and global environment.

The Climate Change Act 2008 provides the framework and basis for UK climate change policy. It established long-term statutory targets for the UK to decarbonise by reducing its greenhouse gas emissions and under this Act, the UK as a whole has a net-zero emissions target for 2050. The authority is also closely following the progress of the government's Ten Point Plan for a Green Industrial Revolution which will reduce UK emissions by 180 million tonnes of carbon dioxide equivalent (MtCO₂e) between 2023 and 2032. The plan covers energy, transport, buildings, protecting the natural environment, green finance and innovation. Energy points include offshore wind, hydrogen, nuclear power and carbon capture, usage and storage. Transport points include zero emission vehicles, public transport and cycling and walking.

National Government action on climate change offers a broad range of measures which support cuts to carbon emissions and also the promotion of alternatives in heat and energy supply. Emerging government policy provides the opportunities to undertake consultation responses from a local perspective, on proposals. This in turn, helps North Tyneside Council shape

local plans and influence the practices of others to meet its 2030 objective.

Since the completion of the first North Tyneside Climate Emergency in 2020, national Government have developed and published a range of key policy documents to create milestones to their own 2050 target. Examples of key National Policies over the period of 2022-2023 are highlighted below.

- **The Energy Bill – July 2022**

The Energy Bill is a piece of legislation designed to establish a cleaner, more affordable, and more secure energy system. The bill includes measures to ensure the safety, security, and resilience of the UK's energy system. It aims to promote fuel resilience, facilitate the clean-up of nuclear sites, and maintain high standards in the oil and gas sector. Key objectives are to leverage private investment in clean technologies and build a homegrown energy system. Additionally, the Bill plans to reform the energy system to protect consumers from unfair pricing.

- **UK Hydrogen Strategy Update – December 2022**

In August 2021, the government published its Hydrogen Strategy, along with updates to the market in July 2022 and December 2022. Together they outline how the UK plans to scale up production and stimulate investment to generate a low carbon hydrogen economy and achieve 10GW hydrogen production capacity by 2030. The Hydrogen Strategy's 2020s roadmap sets out plans to develop a hydrogen economy to decarbonise heat in buildings and the transport sector.

Up to 20GW of potential hydrogen projects have been identified through to 2037.

- **Mission Zero: Independent Review of the Net Zero Strategy – January 2023**

In response to the government's Net Zero Strategy, Mission Zero was conducted to ensure that delivering net zero did not place undue burdens on businesses or consumers. The report argues that action is needed from government, industry, and individuals to reduce costs and deliver successfully.

The "25 key actions for 2025" section recommends specific actions in several areas, such as domestic and non-domestic energy efficiency; carbon capture, usage, and storage (CCUS); the transition to electric vehicles; and accelerating renewable energy. Further actions include accelerating infrastructure implementation, beginning the transition to a circular economy, and empowering local action.

- **Electric vehicle smart charging Action Plan – January 2023**

The UK aims to integrate charging infrastructure into a smart energy system to increase efficiency, lower costs, and reduce emissions. The EV Smart Charging Action Plan seeks to make smart charging the norm for EV drivers and promote energy flexibility. The government has made commitments to improve smart charging through better information provision to customers, creating an evidence base for smart charging benefits, ensuring secure and interoperable private charge points, addressing public charging barriers, and delivering the Vehicle-to-X Innovation Programme by 2025.

- **Environmental improvement plan 2023 – February 2023**

Defra has published the Environmental Improvement Plan 2023, which aims to halt biodiversity decline and restore nature. The plan includes the implementation of Local Nature Recovery Strategies and Biodiversity Net Gain to create, enhance, and restore habitats. The government also plans to reduce air pollution and improve water quality to mitigate environmental risks to public health and the natural environment. To curb the impact of litter, waste reduction measures will be implemented, including extended producer responsibility, a deposit return scheme, consistent recycling across councils, and the ban of single-use plastics.

- **UK Net Zero Research and Innovation Framework: Delivery Plan 2022–2025 – March 2023**

The Net Zero Research and Innovation Framework identifies the scientific and technological challenges that need to be overcome to achieve the country's net zero target by 2050. Strategic investment in research, innovation, skills, and infrastructure will be necessary to secure a prosperous and efficient transition to net zero.

The government plans to invest approximately £4.2 billion in net zero research and innovation between 2022 and 2025, concentrating on the costs of clean technology, with a focus on knowledge exchange and accelerated global delivery. The delivery plan is weighted towards transport and power, with significant investments in areas including industry, hydrogen, CCUS, greenhouse gas removals, and heat and buildings. Initiatives such as the Net Zero Hydrogen Fund and Industrial Energy Transformation Fund have also been launched to support decarbonisation measures.

- **Carbon Budget Delivery Plan – March 2023**

The UK government has put forth a set of proposals and policies to meet the national carbon budgets. The policies will meet Carbon Budgets 4 and 5 and are expected to account for 97% of Carbon Budget 6. While further work is needed to ensure that Carbon Budget 6 is met, the government asserts that they will be able to meet this target. The policies aim to improve energy efficiency in buildings, reduce emissions through place-based transport interventions, and conduct research in Agriculture and Land Use, Land-use Change and Forestry sectors.

- **Powering Up Britain: Net Zero Growth Plan – April 2023**

In response to the Skidmore Review, the Net Zero Growth Plan outlines actions to ensure the UK leads on the transition to net zero while meeting statutory obligations under the Climate Change Act. The plan focuses on driving investment into key green industries and ensuring carbon budgets are met on a national and local level. The government is also establishing a Net Zero Business & Investment Group to accelerate decarbonisation in key business sectors.

The government has announced various milestones to achieve its goal of reaching Net Zero. These include decarbonising the electricity system by 2035, promoting decarbonisation in industry and rail, and launching initiatives such as the Great British Insulation Scheme and the Boiler Upgrade Scheme. There are also plans to introduce a ZEV mandate and publish a Low Carbon Fuels Strategy.

- **Powering Up Britain: Energy Security Plan – April 2023**

In their Energy Security Plan, the government has announced a series of commitments to ensure the UK's energy security and transition towards a Net Zero economy. This includes exploring the role of gas storage and flexibility, delivering energy efficiency upgrades and supporting clean heat technologies. The creation of Great British Nuclear and the launch of a competitive process for Small Modular Reactors will also play a key role. In addition, various schemes and consultations have been launched to support carbon capture, hydrogen production, and energy infrastructure planning. The government also intends to address the balance between gas and electricity, with plans to outline a clear approach by the end of 2023/4.

- **Mobilising green investment: 2023 green finance strategy – April 2023**

The Green Finance Strategy aims to invest trillions of pounds into new projects for climate change, biodiversity, and environmental degradation. The strategy has five objectives: support the UK's financial services, attract private investment, ensure financial stability, incorporate nature, and align with global partners. The approach to green finance is based on aligning markets with UK climate goals and mobilising private investments into key sectors.

There are plans to conduct an industry-led market review, establish a UK Green Taxonomy, and take actions to enable financial markets to support a net-zero economy. Consultations are planned on requirements for large companies to disclose transition plans, reviewing stewardship guidance for trustees, and incorporating a nature-based financial framework into UK policy.

5. Adapting to a Changing Climate

What is Climate Adaptation and why is it necessary?

The authority is clear that to meet its climate ambitions, adaptation to climate change must also be an inherent and core part of the Action Plan. Adapting to current and predicted changes to our climate, both at the national and local levels, is a vital necessity to protect the economy and protect society. All the current science and empirical evidence suggests that climate change is leading to increasing frequency of severe weather, be that high rainfall and flooding or heatwaves.

North Tyneside is as vulnerable to these types of events as the rest of the Northeast of England.

There are short, medium- and long-term climate change risks to residents, business, and infrastructure as a result of hotter and drier summers, more intense rainfall, stronger winds and more storminess, and warmer winters. The UK's average surface temperature has increased by 1.2 degrees Celsius since pre-industrial levels already and evidence suggests this will continue to rise. Indications suggested that extreme weather is likely to cost the UK billions of pounds and wipe at least one per cent off GDP growth every year by 2045.

Notwithstanding the current economic crisis and the impacts on basic food prices and other aspects of life in the borough, global warming could lead to a predicted 20% rise in global food prices by 2050. There are also known risks to health and wellbeing from high temperatures, risks to people, communities and buildings from river and surface flooding, risks from winter household energy demand, and risks to health from vector-borne diseases.

The authority has embarked on a risk-based revision of climate adaptation to its service provision using the simple principles of the Climate Adaptation toolkit and its five-step process.

This work builds upon previous risk assessments undertaken in line with the government's former National Indicator 188. We have worked with colleagues across the authority to ensure that service continuity can occur in the event of extreme weather and other climate change related incidents. Some of the key aspects we have had to consider in adapting our services to climate change have included maintaining staffing levels, extreme weather mitigations, utility failure, key equipment backup plans, fuel reserves and supplier engagement.

Climate Change Impacts on North Tyneside Council

1. Buildings and Council Homes:

We may see damage to council building's interior, mechanical, electrical and water services from flooding or water penetration. Pipes may burst from ice and frost. This could lead to higher maintenance and repair costs, an increased need for water efficiency measures and cooling and greater risk of power outages.

2. Roads and Transport:

We expect to see damage to road surfaces. Increased costs and demands on staff time for flood response, snow clearance and gritting, and travel disruptions. This could lead to higher maintenance and repair costs for road and path surfaces, potholes and sink holes. Lifespan of roads, pavements and paths could be reduced. We expect increased demands on staff for flood response.

3. Waste/Parks:

Waste and recycling collections could be disrupted by storms, flooding, and snow. Trees could be damaged or fall. There may be damage to waste infrastructure. Waste and recycling collections disrupted from increases in flooding, heavy rainfall, and storms. Demands on staff time for post flooding clean-up operations. There may be an increase in tree damage or a longer growing season. There could be an increase in pests, disease, and risk of wildfire.

4. Leadership/Finance/Procurement:

Increased costs for damage and repairs. Emergency response and recovery may be necessary in the event of extreme weather or flooding. This could put increased pressure on budgets e.g., through increased insurance costs or the delivery of services could be impacted. There could be increased demands for emergency response and recovery. Impacts on the cost and availability of goods. The need for mitigation and adaptation developments and businesses cases e.g., retrofits.

5. Public Health:

Increase in excess deaths resulting from climate change or extreme weather events like heatwaves. An increase in pests could see the spread of new forms of disease, putting additional strain on services. We might see an increase in preventable deaths from poor air quality.



Adjacent is a diagram demonstrating aspects of how North Tyneside Council have developed and approached a rolling programme of climate change adaptation in its key service areas as well as supporting other businesses in the borough.

6. Decarbonising Heat in North Tyneside

At present, heating our buildings makes up nearly a quarter (23%) of the UK's total greenhouse gas emissions.

The decarbonisation of heat remains one of the major energy system challenges that we need to address, with heating in buildings and industry contributing approximately 40% of North Tyneside emissions. Deployment of low carbon heat technology in North Tyneside is very low, EPC data suggests that less than 5% of homes have renewable heat installations in North Tyneside.

Heat decarbonisation across the UK's building stock – changing away from oil and gas boilers is essential to ensure the long term security of our energy system, and will be key to unlocking market growth, creating green jobs, and mitigating against energy price volatility. To facilitate the transition to low carbon heat, we will need highly coordinated planning of infrastructure at the national, regional, and local levels, alongside an effective policy and regulatory framework. At a national level, the UK Government is yet to commit to a clear strategy for heat decarbonisation. Key strategic decisions such as the role of electrification versus the use of alternative fuels such as hydrogen, and the potential for geographically distinct approaches, are yet to be made.

But this shouldn't be at the expense of taking action now, in the short term we need to focus on implementing low-regrets options and at at-scale demonstrator projects. This will include a focus on improving the efficiency of our building stock, strengthening policy to ensure new buildings are highly efficient and use low carbon heat, rolling out low carbon heat

networks in dense areas, greening gas through biomethane injection and hydrogen blending and implementing large scale trials and demonstrators for heat pumps, hybrid heat pumps and hydrogen (particularly with electrolysis). We also need to tackle the skills gap and provide the training needed for the low carbon heat transition as outlined in the Fair and Just Transition section of this report.

The authority is progressing heat decarbonisation in three ways:

1. Improving the energy efficiency of our buildings and social housing.
2. Installing low carbon heating systems in homes in the form of air source heat pumps, public buildings as well as promoting their use to private rented sector and owner occupiers.
3. Undertaking feasibility studies for larger scale heat networks to include public buildings, commercial sector properties and social housing.

The authority is forecasting a range of heat decarbonisation solutions will be needed in order to meet ambitious targets. Heat pumps are likely to be the dominant low carbon heating technology and these in some instances could work as hybrid systems alongside other fuels, within the transition to net zero. The authority is also monitoring progress on the future deployment of hydrogen.

In North Tyneside property developers are also beginning to reflect the necessity and benefits of decarbonised heating,

Public Sector Decarbonisation Scheme

In 2020 The former Department for Business, Energy, and Industrial Strategy (BEIS), now Department of Energy Security and Net Zero launched the Public Sector Decarbonisation Scheme. This is a competitive grant award process which opens in autumn on an annual basis.

The authority was successful in 2021 in being allocated grant funding to develop efficiency and heat decarbonisation projects within 4 of the authority buildings which are among the highest consumers of gas energy across our public building's portfolio. These sites are Hadrian Leisure Centre, the Lakeside Centre, Tynemouth Swimming Pool and Waves Leisure Centre.

The work involved replacing the existing fossil fuelled gas fired boilers with energy efficient air source heat pumps, together with replacement Building Energy Management Systems (BEMS) control systems. Other incidental works involved upgrading the existing lighting with LED luminaires, and/or the installation of roof insulation where necessary.

7. A Just and Fair Transition

The authority is clear that fairness in the transition towards a low carbon future for our businesses and residents is paramount across the borough. The principles of a just and fair transition fall into two main themes;

1. those of adaptation to a future physical climate change with, for example an increase trends towards events of unprecedented weather extremes
2. the adaptation to a transformed economy where the demands for greener services and products will become the norm. In this is the fundamental aspects of skills and training towards that future.

A holistic plan is required to ensure all stakeholders of the borough are a core part of the transition process and not excluded from opportunities. It is also recognised that there is a regional role to be undertaken and we will play a key role in this. Transitioning towards a greener economy is something that requires a coordinated and joint approach. This will be challenging in the context of a changing climate specifically in the areas of economic development where new technologies and the associated skills supersede the tried/tested and traditional practices. Additionally, climate change impacts and adaptation actions will have unequal effects. For many climate impacts, it is the most vulnerable within our communities that will be most affected and have the least ability to adjust. The authority will manage the transition to limit effects.

Preparing the Work Force

In terms of ensuring equal access to a low carbon future jobs market, there is a requirement on the authority to ensure a balance of focus in both:

- the existing workforce in the provision of training to successfully participate in economic development off opportunities, either directly or indirectly via supporting supply chains into greener products or services; and also
- provision of new learning opportunities for and refreshed training for the up-and-coming generation who will witness the change process which a low carbon economy will bring.

By actively developing a twin track approach, the authority and its regional partners can circumvent any gaps in the opportunity to participate.

8. Waste and Resources

The national policy landscape defines the council's statutory obligations and a number of key national strategies inform our management of waste and recycling including the 25-year Environment Plan, Resources and Waste Strategy for England and Net-Zero Strategy, as well as anticipated new policies stemming from consultations issued by the Department for Environment Food and Rural Affairs including:

- Consistent collection, which seeks to optimise collection for plastics, metal, glass, paper and card, food waste and garden waste.
- Extended producer responsibility, which incentivises packaging producers to take greater responsibility for the environmental impact of their packaging.
- Deposit return scheme, which will enable residents to return containers for recycling at points across the borough.
- A revised Waste Prevention Programme on how to move towards a more resource-efficient economy, by reducing waste in the first place, and increasing recycling rates

These government strategies have a significant impact on the way in which the council is required to deliver its waste and recycling collection services and the 10 Year Plan for Waste remains under constant review to ensure we are well-placed to respond as the national landscape develops. In the meantime, we:

- Work closely with our residents to make sure our recycling is not contaminated – thanks to our residents,

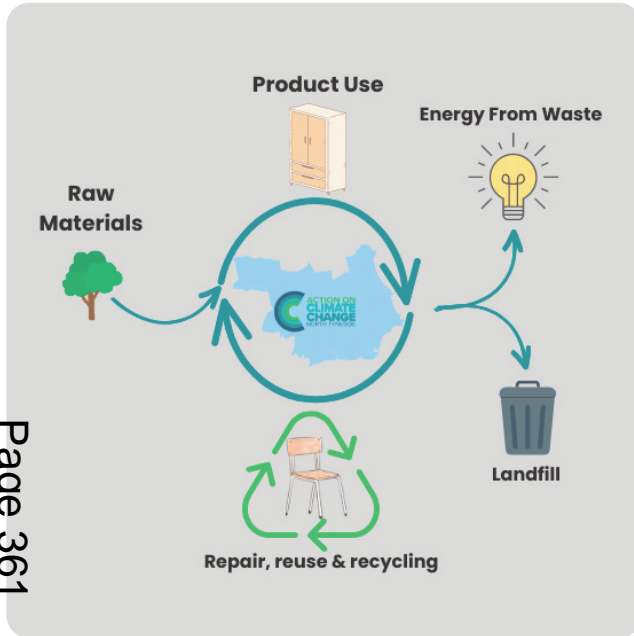
North Tyneside has one of the lowest contamination rates across the country at 4.57%

- Provide a variety of sites where residents can deposit harder-to-recycle materials for reuse, upcycling or recycling, such as textiles, as well as lots of additional glass and plastics recycling points across the borough
- Divert almost all non-recyclable waste from landfill: only 5.04% of all waste collected went to landfill in 2022/23.
- Set up food waste pilots including Food Fix whilst we await guidance on food waste collections
- Encourage re-use before recycling, for example by providing water fountains across our open and communal spaces.
- Work with a variety of community groups to promote reuse and recycling at our beaches and elsewhere

Waste creation and disposal not only leaves toxic pollution and microplastics in our seas, but it is a significant contributor to carbon emissions. This means that how we produce, purchase, consume and dispose of resources needs to change in order to reach Net Zero across our borough.

The circular economy presents an opportunity to prevent waste and its contribution to air pollution and climate change. As a society we must consume less, waste less, whilst reusing, repairing, sharing and recycling more. Our 10 Year Plan for Waste reflects these principles of the waste hierarchy and the council's use of second-hand electric vehicle batteries to maximise solar generation is an example of circular economy in practice. In many cases, circular alternatives are also better,

cheaper and more efficient than new options, particularly if produced and purchased locally. North Tyneside already boasts examples of local businesses and initiatives that embrace this approach and the council is working to support the expansion of community projects and businesses that place circular economy and net-zero at their heart to help create resilient, thriving neighbourhoods.



WARPit

The responsibility for integrating the circular economy does not just sit with waste management, but cuts across all functions and services.

The council uses and promotes WARPit (Waste Action Reuse Portal) for its own procurement and to community and voluntary organisations. WARPit is an online resource which enables staff to advertise resources they no longer need or want - free of charge. This makes it easy for departments to give away, loan or claim items unwanted by others within the council and beyond.

Items include reusable furniture, electrical equipment, fixtures and fittings, office consumables (such as stationary and ink jet cartridges), lab equipment - but any resource can be placed on and obtained from WARPit.

9. Governance, Monitoring and KPIs

The Authority Net Zero 2030 Board

The overall governance of the Climate Emergency is split between the authority's Carbon Net Zero 2030 Board (Internal) and the borough wide Climate Emergency Board (External). The authority has a role in managing the continuity between the two Boards and this extends to the reporting of progress. Insofar as monitoring and updating the Climate Emergency Action Plan, this will be done on an annual basis by the authority with the support of the stakeholders who have been a central supporting factor in its development.

The Carbon net zero 2030 Board is the authority's internal board and governance structure which serves to oversee and steer the reduction of its own operational carbon emissions. This Board is made up of 10 specific workstreams, led by senior managers and officers, and is jointly chaired by the Cabinet Member for Climate and the Director of Environment. The Board meets on a monthly basis.

The ten workstreams are:

1. WS1: Council Assets
2. WS2: Climate Adaptation, Insetting & Nature-based Solutions
3. WS3: Fleet
4. WS4: Organisational Culture
5. WS5: Travel
6. WS6: Waste & Re-Use
7. WS7: Housing
8. WS8: Supply Chain
9. WS9: Green Skills
10. WS10: Industry / Commerce / Business support
Miscellaneous Projects

Borough Climate Board

The Borough Climate Board has a focus on commercial and industrial related emissions and brings together senior representatives from the public and private sector who have a shared goal of decarbonising their operations and the Borough. Each representative organisation has embarked on a pathway to reduce carbon emissions and has agreed to work collaboratively where possible to:

- Mobilise individuals and organisations to work towards actions which will contribute to the Council's borough-wide Action Plan. This can include working with staff members, customers and the supply chain
- Support the development of projects which will contribute to the 2030 Action Plan
- Strategically monitor the progress of projects and emissions in the borough
- Support the updating process of the Council's 2030 Action Plan

The Board is made up of representatives from organisations which can shape the actions of others i.e., via an influencing role, provision of services or infrastructure, and Board Members are representatives for organisations which:

- Can demonstrate commitment to the Climate Emergency vision of the borough
- Have the ability to engage with other Board members and supply chains.
- Bring relevant experience to the Board
- Take a leadership role within their organisation
- Have a carbon footprint within the borough

The Borough Climate Emergency Board Membership includes several household names and internationally well-known organisations:



In its first year the Borough Climate Board focussed in on the following climate change related themes:

- Offsetting and Insetting
- Renewable Energy
- Developed and delivered a successful Net Zero Business Event
- Climate Adaptation

The first two meetings of the Board (March, April 2022) were focussed on mobilisation and planning; therefore, the work programme began in July 2022.

Some examples of Board project outputs are below, the Carbon Reduction Award Scheme and Climate Adaptation toolkits are now available from the authority website.

The Board will continue to meet on a two-monthly basis over the 2023-24 period. The draft work plan is as follows (subject to change).

- Greening economic development
- Developing and delivering low carbon themed Business Workshop Events
- Transitioning the business fleet to ultra low emissions vehicles (ULEV)
- The challenge of decarbonising heat
- Re visiting carbon emissions and area based insetting projects

Key Performance Indicators

The authority recognises that using key performance indicators (KPIs), it is able to measure aggregated data to measure our performance towards our targets. The accessibility and use of data determines the success the Action Plan and its implementation. The following three themes are the current basis of KPIs used in measuring our performance.

• The Our Carbon Footprint of the Authority

By measuring emission scopes 1, 2 and developing robust ways to further define our scope 3 emissions we develop a clearer picture of our overall carbon footprint.

• The Carbon Footprint of the Borough

Our base year for reporting the carbon footprint of the Borough is 1st January 2005 to 31st December 2005. This is the earliest data provided by the former Department of Energy and Industrial Strategy. The Borough's carbon footprint is made up of the power and heat used in the commercial, industrial and domestic buildings across the whole of the Borough, emissions from road and rail transport, and land use and forestation activities, which can result in either a release into or removal of emissions from the atmosphere.

• Energy Consumption

The authority has energy consumption data for all of its built assets. With the improvement of Building Energy Management Systems across the authority assets, greater detail in monitoring consumption in various parts of buildings can be undertaken. This can then be used to determine where efficiency measures could be deployed which results in cost savings and ultimately fewer emissions.

• Waste reduction and recycling rates

The authority operates a household recycling and residual waste collection /disposal service through contracts with external companies. Associated with the materials collected and processed, is a range of very detailed data on tonnes and types of waste. As outlined in the Waste Section of this plan, waste management is a key component in the route towards Net Zero.

10. The Action Plan

Please note that whilst some projects are classed as Green status, in many cases there is likely to be ongoing aspects of management required. Therefore, these actions will roll over in the subsequent year's reports.

What We Will Do	Impact (carbon and co-benefits)	Target implementation date S = by 2024 M = by 2027 L = by 2030	Impact on Borough or Council Carbon Footprint	Funded	Status Green – Done Amber – In progress Red – Behind schedule
PUBLIC BUILDINGS, COUNCIL VEHICLES & STREET LIGHTING					
Complete the installation of roof mounted solar PV systems, solar car ports and battery storage at the Council's Killingworth operational site	High	S	Council	Yes	Green
Complete the heat decarbonisation and energy efficiency projects at 4 we leisure centres	High	S	Council	Yes	Green
Complete the replacement programme for the Public Buildings Building Energy Management Systems (BEMS)	Low	S	Council	Yes	Amber
Assess the potential for solar PV installation to 27 public buildings	Low	S	Council	Yes	Green
Complete heat decarbonisation plans for 27 public buildings covering almost 90% of public building emissions	Low	S	Council	Yes	Green
Develop an investment plan following development of heat decarbonisation plans for authority buildings	Low	S	Council	Yes	Amber
Submit bid for next round of Public Sector Decarbonisation (SALIX) grant to deliver low carbon heating works in public buildings	Low	S	Council	Yes	Green

Carbon Net Zero 2030 Action Plan 2023/24



What We Will Do	Impact (carbon and co-benefits)	Target implementation date S = by 2024 M = by 2027 L = by 2030	Impact on Borough or Council Carbon Footprint	Funded	Status Green – Done Amber – In progress Red – Behind schedule
PUBLIC BUILDINGS, COUNCIL VEHICLES & STREET LIGHTING					
Install low carbon heating systems in public buildings	High	S	Council	Yes	Amber
Install LED lighting in public buildings	High	S	Council	Yes	Amber
Upgrade all Council owned street lights to energy efficient LED lamps	High	S	Council	Yes	Amber
Develop low carbon heating options for all boiler replacements in public buildings	Low	S	Council	Yes	Amber
Replace 2 cremator units at Whitley Bay Cemetery with 1 new energy efficient unit.	High	S	Council	Yes	Green
Carry out a full review of the Authority's fleet and replace all small diesel vehicles (and some medium size vehicles) with electric, where options are available and where this can be supported financially	High	S	Council	Partially	Green
Monitor technology and fuel developments that will support the transition to low carbon HGV's, including electric models and hydrogen	Low	M/L	Council	Yes	Amber
As part of a longer-term plan, replace heavy goods vehicles, e.g. refuse collection vehicles, as technology develops and where it is financially viable to do so	Low	L	Council	No	Amber

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Carbon Net Zero 2030 Action Plan 2023/24



What We Will Do	Impact (carbon and co-benefits)	Target implementation date S = by 2024 M = by 2027 L = by 2030	Impact on Borough or Council Carbon Footprint	Funded	Status Green – Done Amber – In progress Red – Behind schedule
ORGANISATIONAL CULTURE					
Embed climate change into staff IPR discussions	Low	S	Council	Yes	Green
Include a standardised statement within all new job descriptions around a responsibility towards sustainable working practices that supports the Climate Emergency policy framework	Low	S	Council	Yes	Green
Consult with colleagues and work with our supplier to move all car leases to all electric by summer 2023	Medium	S	Borough	Yes	Green
Deliver a suite of education and training materials to support building knowledge and skills around achieving carbon net zero with the workforce	Low	S	Council	Yes	Green
Review our employee benefit package to determine if we can incentivise climate change offers such as better deals on electric lease cars or introduce new offers to support policy direction	Low	S	Council	Yes	Green
Create an annual climate change campaign across the workforce linked to behaviour change work	Low	S	Council	Yes	Green
Explore Potential for Volunteering opportunities to support climate projects or cultural activities around climate change	Low	S	Council	Yes	Amber
Include climate questions in the staff survey/pulse survey – to measure staff perception on climate change within the workplace	Low	S	Council	Yes	Green

What We Will Do	Impact (carbon and co-benefits)	Target implementation date S = by 2024 M = by 2027 L = by 2030	Impact on Borough or Council Carbon Footprint	Funded	Status Green – Done Amber – In progress Red – Behind schedule
ORGANISATIONAL CULTURE					
Review the authority's approach to future working taking into account environmental working practices including Digital and the Digital skills agenda	Low	S	Council	Yes	
Increase digital skills of workforce - To increase the digital footprint and capability of our workforce and more away from paper based working practices	Low	S	Council	Yes	
Integrate Climate Emergency policy framework into all service plans from 22/23	Low	S	Council	Yes	
Reduce the amount of paper communication with our frontline workforce	Low	S	Council	Yes	
Use the Energy Saving Trust recommendations to create a workable travel hierarchy and changes to policy and practice	Low	S	Council	Yes	

What We Will Do	Impact (carbon and co-benefits)	Target implementation date S = by 2024 M = by 2027 L = by 2030	Impact on Borough or Council Carbon Footprint	Funded	Status Green – Done Amber – In progress Red – Behind schedule
FOOD & CATERING					
Increase the promotion of meat free recipes in outlets where catering is provided by NTCCS whilst retaining compliance with school food legislation	Low	S	Council	Yes	
Work with procurement and catering suppliers to source alternative products to remove the use of single-use plastics in catering outlets	Low	S	Council	Yes	
Work with catering suppliers to reduce food miles whilst ensuring food is from sustainable sources	Low	S	Council	Yes	
Set up separate food waste collections for school kitchens	Medium	S	Council	Yes	
Promote food options with a lower carbon footprint, including meat free meals and local sourced produce.	Low	S	Council	Yes	

Carbon Net Zero 2030 Action Plan 2023/24



What We Will Do	Impact (carbon and co-benefits)	Target implementation date S = by 2024 M = by 2027 L = by 2030	Impact on Borough or Council Carbon Footprint	Funded	Status Green – Done Amber – In progress Red – Behind schedule
WASTE, RE-USE & RECYCLING					
Manage the 10 Year Plan for Waste Plan	High	L	Borough	Yes	Green
Introduce a separate food waste collection service	High	M	Borough	Awaiting Gov't guidance	Amber
Support the introduction of a deposit return scheme and the extended producer responsibility scheme	High	M	Borough	Awaiting Gov't guidance	Amber
Run a waste minimisation campaign	Low	S	Borough	Yes	Green
Encourage re-use of resources and sharing of materials to avoid them entering the waste stream	Low	S	Borough	Yes	Green
Open a re-use shop linked to the Household Waste Recycling Centre	Medium	S	Borough	Partial	Red
Install more public water fountains in the borough	Low	S	Borough	Yes	Green
Remove all 'non-essential' single use plastics from council premises and council activities, where possible, by 2025	Low	M	Council	Yes	Amber
Improve recycling facilities in Council buildings	Low	S	Council	Yes	Amber

Carbon Net Zero 2030 Action Plan 2023/24



What We Will Do	Impact (carbon and co-benefits)	Target implementation date S = by 2024 M = by 2027 L = by 2030	Impact on Borough or Council Carbon Footprint	Funded	Status Green – Done Amber – In progress Red – Behind schedule
WASTE, RE-USE & RECYCLING					
Increase the usage of the Council's WARPit furniture and equipment re-use software	Low	S	Council	Yes	
Increase the number of "bring banks" and recycling points across the Borough	Medium	S	Borough	Yes	
Produce a map of all recycling points across the Borough	Medium	S	Borough	Yes	
The street trading licensing scheme will include conditions to end the use of single use plastics	Low	S	Borough	Yes	
Remove single use plastics from authority managed events	Low	S	Borough	Yes	
Ensure the Council's re-tendered recycling contract maximises the materials that can be recycled	High	M	Borough	Yes	

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Carbon Net Zero 2030 Action Plan 2023/24



What We Will Do	Impact (carbon and co-benefits)	Target implementation date S = by 2024 M = by 2027 L = by 2030	Impact on Borough or Council Carbon Footprint	Funded	Status Green – Done Amber – In progress Red – Behind schedule
BEHAVIOUR CHANGE CAMPAIGN					
Deliver the Council's Action on Climate Change Behaviour change campaign	Low	S	Borough	Yes	Green
Co-ordinate and develop a planned communications and marketing approach to achieve coverage about the Climate Emergency and associated work	Low	S	Borough	Yes	Green
Deliver a campaign to raise awareness of affordable energy efficiency solutions in households across the borough to help residents reduce household bills and fuel poverty	Low	S	Borough	Yes	Green
Develop a communications strategy to stimulate retrofitting demand, focussing on energy efficiency and carbon reduction	High	S	Borough	Yes	Green
Develop a pledge that residents and businesses can sign up to, demonstrating commitment to carbon reduction and actions that they will take	Low	S	Borough	Yes	Green
Develop a "Knowledge Bank" for the sharing of locally relevant retrofitting information, evaluation and case studies	Low	S	Borough	Yes	Amber
Work with the Young Mayor and Youth Council to support their environmental ambitions, including North Tyneside School's in achieving Green Flag Status	Medium	S	Borough	Yes	Green

Carbon Net Zero 2030 Action Plan 2023/24



What We Will Do	Impact (carbon and co-benefits)	Target implementation date S = by 2024 M = by 2027 L = by 2030	Impact on Borough or Council Carbon Footprint	Funded	Status Green – Done Amber – In progress Red – Behind schedule
SUPPLY CHAIN					
Implement the Procurement Strategy 2022- 2025					
All contracts will have a greener target embedded by 2029 (save for PFI schemes)	High	L	Borough	Yes	
Bi-annually a report will be presented to Cabinet detailing the change and impact this has made	Low	S	Borough	Yes	
Ensure our strategic partners annual service plans are aligned to the Authority's priority and have targets embedded therein	Medium	S	Borough	Yes	
Review every specification prior to tender to ensure it maximises/enhances our Net Zero ambition	High	S	Borough	Yes	
Pilot the enhanced social value question on the 'greener' priority	Low	S	Borough	No	
Establish appropriate metrics for baselining and measuring are considered and implemented	Low	S	Borough	No	
Review pipeline of procurement activity over 4 years, identify contracts where the 'greener' social value priority will apply	Medium	M	Borough	No	
Strategic Partnerships – ensure our Strategic Partners are committed to support the Climate Emergency and provide metrics to support the Authority	Low	S	Council	Yes	

Carbon Net Zero 2030 Action Plan 2023/24



What We Will Do	Impact (carbon and co-benefits)	Target implementation date S = by 2024 M = by 2027 L = by 2030	Impact on Borough or Council Carbon Footprint	Funded	Status Green – Done Amber – In progress Red – Behind schedule
ECONOMY & SKILLS					
Work with colleagues from the North of Tyne Combined Authority (NTCA) and North East Local Enterprise Partnership (NELEP) to understand and utilise data on 'green' roles required and skills needed to influence the allocation of current and future funding	Low	S	Council	Yes	
Ensure that available funding, including via the North of Tyne Combined Authority (NTCA), supports the Green Skills agenda addressing skills needs and gaps	Low	S	Council	Yes	
Ensure that there is an accurate understanding of labour market supply and demand including future forecasts to inform the funding and development of provision	Low	S	Council	Yes	
Ensure that there is an understanding of career paths and progression opportunities for young people and adults	Low	S	Council	Yes	
Ensure that there is support in place to support local residents to access these emerging career opportunities.	Low	S	Council	Yes	

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What We Will Do	Impact (carbon and co-benefits)	Target implementation date S = by 2024 M = by 2027 L = by 2030	Impact on Borough or Council Carbon Footprint	Funded	Status Green – Done Amber – In progress Red – Behind schedule
NATURE BASED SOLUTIONS					
Develop an Offsetting/ Insetting Strategy for the Authority	Low	S	Borough	Yes	
Build on the success of year 1 of the North East Community Forest through further tree planting and woodland creation	Low	S	Borough	Yes	
Develop existing i.e., North East Community Forest, and new projects to support insetting within authority workstreams and borough wide emissions	Low	S	Borough	Yes	
Support the delivery of a Local Nature Recovery Strategy	Low	S	Borough	Yes	
Deliver a range of biodiversity projects that contribute to the delivery of the Biodiversity Action Plan and the North of Tyne LNRS (Local Nature Recovery Strategy)	Low	S	Borough	Yes	
Implement the introduction of biodiversity net gain planning requirements	Low	S	Borough	Yes	
ADAPTATION					
Develop a risk-based approach to Climate Change Adaptation for all relevant authority Services	Low	S	Council	Yes	

Carbon Net Zero 2030 Action Plan 2023/24



What We Will Do	Impact (carbon and co-benefits)	Target implementation date S = by 2024 M = by 2027 L = by 2030	Impact on Borough or Council Carbon Footprint	Funded	Status Green – Done Amber – In progress Red – Behind schedule
TRAVEL					
Investigate the potential for a Borough wide EV Car Club to provide more cost-effective access to EVs for all residents	Low	M	Borough	No	Green
Support funding bids for Bus Fleet upgrades to EV	Medium	M	Borough	Yes	Green
Taxi Policy – adopt and maintain a vehicle age policy to accelerate ULEV uptake	Low	S	Borough	N/A	Green
Bid for EV Charging Infrastructure (On-Street, Fast, HPC)	Medium	M	Borough	Partial	Green
Investigate the potential for a Borough wide eBike hire scheme and leasing options	Low	S	Borough	No	Green
Support Metro Fleet Upgrade	Low	M	Borough	Yes	Green
Investigate Micro-mobility trial (e-scooters) – Northumberland Park Economic Corridor	Low	S	Borough	No	Green
Advocacy for Delivery & Servicing Vehicle Upgrades	Medium	S	Borough	No	Amber
Creation of fully connected cycling network (LCWIP) and school streets programme	Medium	M	Borough	Partial	Green
Cycle Parking at all key amenities	Low	S	Borough	Partial	Green
Bikeability, Cycle Training, Access to low-cost bicycles	Low	S	Borough	Yes	Green

Carbon Net Zero 2030 Action Plan 2023/24



What We Will Do	Impact (carbon and co-benefits)	Target implementation date S = by 2024 M = by 2027 L = by 2030	Impact on Borough or Council Carbon Footprint	Funded	Status Green – Done Amber – In progress Red – Behind schedule
TRAVEL					
Regional roll-out of Public Transport Smart Ticketing	Medium	S	Borough	No	
Behavioural Change Advocacy and Support	Medium	S	Borough	Partial	
Footpath Upgrade Programme	Low	S	Borough	Yes	
Support the delivery of the Regional Bus Service Improvement Plan	Medium	S	Borough	Partial	
Cobalt Metro Line extension (Northumberland Park to Percy Main, with stops at Cobalt Business Park, Silverlink Retail Park, Tyne Tunnel Trading Est.)	High	L	Borough	No	
Metro Flow (Track Dualling) – Increased service frequency	Medium	S	Borough	Yes	
New Metro Stations (Murton Gap / Killingworth Moor Strategic Housing Sites)	High	M	Borough	Partial	
Northumberland Line (NP) Heavy Rail link to SE Northumberland and direct service to Newcastle)	High	S	Borough	Yes	

Carbon Net Zero 2030 Action Plan 2023/24



What We Will Do	Impact (carbon and co-benefits)	Target implementation date S = by 2024 M = by 2027 L = by 2030	Impact on Borough or Council Carbon Footprint	Funded	Status Green – Done Amber – In progress Red – Behind schedule
TRAVEL					
Deliver North Tyneside EV Policy	Medium	S	Borough	Yes	Green
Investigate emissions-based Parking Charging Trial	Low	S	Borough	No	Red
Traffic Signals ULV upgrades	Medium	S	Borough	Partial	Green
Reduce carbon emissions from highways construction	Medium	M	Borough	No	Green
EV Charging Infrastructure Off-Grid (Solar PV) installations/upgrades	Low	S	Borough	No	Yellow
Roll-out an anti-idling campaign	Low	S	Borough	Yes	Yellow
Reduce car-based school trips via Go-smarter initiatives	Medium	M	Borough	Yes	Green
The Council will require all new developments to provide EV charging points	Medium	M	Borough	Yes	Green

Carbon Net Zero 2030 Action Plan 2023/24



What We Will Do	Impact (carbon and co-benefits)	Target implementation date S = by 2024 M = by 2027 L = by 2030	Impact on Borough or Council Carbon Footprint	Funded	Status Green – Done Amber – In progress Red – Behind schedule
INDUSTRY & COMMERCE					
Develop and implement a work programme with the members of the Borough wide Climate Emergency Board	Medium	S	Borough	Yes	
Promote the integration and connection of large industry within the Borough to promote retrofitting and deliver decarbonisation through industrial clustering	Medium	S	Borough	Yes	
Work with North of Tyne Combined Authority on a Business Decarbonisation Support Programme	Medium	S	Borough	Yes	
Work with businesses to help them reduce energy consumption, travel and their carbon footprint	Medium	S	Borough	Yes	
Introduce a Green award at the annual North Tyneside Business Awards	Low	S	Borough	Yes	

Carbon Net Zero 2030 Action Plan 2023/24



What We Will Do	Impact (carbon and co-benefits)	Target implementation date S = by 2024 M = by 2027 L = by 2030	Impact on Borough or Council Carbon Footprint	Funded	Status Green – Done Amber – In progress Red – Behind schedule
HOUSING					
Council Homes (General Needs)					
Refresh of SAP rating and EPC (Energy Performance certificates) data currently held for our housing stock to help define baseline position	Low	S	Borough	Yes	
Develop and analyse average energy usage and develop carbon reduction options for our Council owned homes	Low	S	Borough	Yes	
Develop CO2 tracker to model year on year average energy and CO2 usage and track any reductions delivered through the installation of physical measures	Low	S	Borough	Yes	
Carry out the installation of our Carbon reduction works included in our HRA Business Plan from 2023 to 2030: <ul style="list-style-type: none"> Solar PV installations (1,538 homes) High Efficiency Condensing Boilers (5,640 homes) Supply of Low Energy Lighting (4,720 homes) Renewal of existing Cavity Wall Insulation (1,576 homes) Additional loft insulation top ups (1,538 homes) 	High	M/ L	Borough	Yes	
Review, develop and cost Carbon reduction options across our housing stock; including refreshing options as new technology becomes available	Medium	S	Borough	Yes	
Identify funding opportunities and /or lobby government for external funding to deliver Carbon reduction works within our housing stock	Low	S/ M/ L	Borough	Yes	
Deliver additional Carbon reduction works across our Housing stock	Low	M/ L	Borough	No	

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What We Will Do	Impact (carbon and co-benefits)	Target implementation date S = by 2024 M = by 2027 L = by 2030	Impact on Borough or Council Carbon Footprint	Funded	Status Green – Done Amber – In progress Red – Behind schedule
HOUSING					
Sheltered Housing Schemes (Communal Areas)					
Analyse energy usage and develop carbon reduction options for our sheltered housing schemes	Low	S	Council	Yes	Amber
Complete and review 'Heat Decarbonisation' surveys across 4 sample schemes to develop Carbon reduction options for our wider sheltered housing stock	Low	S	Council	Yes	Green
Develop CO2 tracker to model year on year energy and CO2 usage and track any reductions delivered through changes in behaviour or installation of physical measures	Low	S	Council	Yes	Amber
Review, develop and cost Carbon reduction options across our communal area in our Sheltered schemes	Low	S	Council	Yes	Amber
Identify funding opportunities and /or lobby government for external funding to deliver Carbon reduction works within our Sheltered Housing communal areas	Low	S/ M/ L	Council	No	Green
Deliver Carbon reduction works across our Sheltered Schemes	Low/Medium	M/ L	Council	No	Amber
Communal Areas (General Needs)					
Analyse energy usage and develop carbon reduction options for Carbon reduction measures in our 313 Communal Areas	Low	S	Council	Yes	Amber
Develop CO2 tracker to model year on year energy and CO2 usage and track any reductions delivered through the installation of physical measures	Low	S	Council	Yes	Amber

What We Will Do	Impact (carbon and co-benefits)	Target implementation date S = by 2024 M = by 2027 L = by 2030	Impact on Borough or Council Carbon Footprint	Funded	Status Green – Done Amber – In progress Red – Behind schedule
HOUSING					
Communal Areas (General Needs)					
Review, develop and cost Carbon reduction options across our communal areas	Low	S	Council	Yes	
Identify funding opportunities and /or lobby government for external funding to deliver Carbon reduction works within our communal areas	Low	S/ M/ L	Council	No	
Deliver Carbon reduction works across our Communal areas	Low	M/ L	Borough	No	
New Build					
Implement enhanced PART L 1A 2022 Building Regulations to reduce Carbon in new build affordable homes moving forward	Medium	S	Borough	Yes	
Design Team along with Specialist consultant developing new build standards that include decarbonisation measures	Low	S	Borough	Yes	
Ongoing delivery of our HRA New Build programme; including from 2023 we will no longer use gas to heat our new build homes and we will introduce low-carbon alternatives. This is two years ahead of the Governments 2025 target	Medium	M	Borough	Yes	
Deliver all new homes that meet the Governments Future homes standard from 2025	Medium	M	Borough	Yes	

What We Will Do	Impact (carbon and co-benefits)	Target implementation date S = by 2024 M = by 2027 L = by 2030	Impact on Borough or Council Carbon Footprint	Funded	Status Green – Done Amber – In progress Red – Behind schedule
HOUSING					
Owner Occupied, private and Registered Social Landlord					
Promote and deliver further low carbon measures as part of successful Local Authority Delivery Grant received from government	Medium	S	Borough	Yes	
Identify funding opportunities and /or lobby government for external funding to deliver Carbon reduction works within Private Sector Homes	Low	S/ M/ L	Borough	Yes	
Continue to influence and promote the installation of low Carbon solutions within Private Sector homeowners	Low	S/ M/ L	Borough	Yes	
Work in partnership with North of Tyne Combined Authority and North East Procurement Organisation to develop a framework for the procurement and delivery of low carbon technology installers	Medium	S/ M/ L	Borough	Yes	
Work with North of Tyne Combined Authority to develop a 'one stop shop' retrofitting strategy for domestic retrofit works	High	S	Borough	Yes	
Include carbon reduction works within Housing Revenue Account Capital Investment Plans as part of budget setting process 2022 to 2027and refresh these annually	Medium	M	Borough	Yes	

Carbon Net Zero 2030 Action Plan 2023/24



What We Will Do	Impact (carbon and co-benefits)	Target implementation date S = by 2024 M = by 2027 L = by 2030	Impact on Borough or Council Carbon Footprint	Funded	Status Green – Done Amber – In progress Red – Behind schedule
MISCELLANEOUS					
As a shareholder in Newcastle International Airport, deliver the proposed solar PV farm within the airport boundary	High	S	Borough (Newcastle)	Yes	
Publish an annual performance report for the Council and the Borough's respective carbon footprints	Low	S	Borough	Yes	
Monitor the decarbonisation of the national grid and track carbon emission benefit in annual reporting	High	S	Borough	Yes	
Continue to explore hydrogen as a source of energy for homes, business and transport	Low	M	Borough	Yes	
Develop an offsetting tracker report which will be linked to existing carbon emissions reporting	Low	S	Borough	Yes	
Assess options for the development of a borough wide heat and energy plan	Low	S	Borough	No	
Complete the Killingworth Heat Network Feasibility Study	Low	S	Borough	Yes	
Submit funding application for Howdon riverside heat network feasibility study	Low	S	Borough	No	
Work with the North East Procurement Organisation to develop a Power Purchase Agreement for renewable energy	Low	S	Borough	Yes	
Work with the District Network Operator and Nation Grid to improve the grid connection process, support decarbonisation scenario mapping and support supply led grid changes	Low	M	Borough	Yes	

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North Tyneside Council

Report to Cabinet

Date: 18 September 2023

Title: North Tyneside Transport Strategy Annual Report 2022/23

Portfolio(s): Environment	Cabinet Member(s): Councillor H Johnson
Report from Service Area:	Regeneration and Economic Development
Responsible Officer:	John Sparkes, Director of Regeneration and Economic Development (Tel: 0191 643 6091)
Wards affected:	All

PART 1

1.1 Executive Summary:

The Authority is responsible for managing the borough's network of highways and cycling and walking routes, alongside a range of other transport responsibilities. The updated North Tyneside Transport Strategy, approved by Cabinet on 18 October 2021, sets out the Authority's vision for transport in the borough, and reflects the priorities of the regional North East Transport Plan approved by the North East Joint Transport Committee.

The North Tyneside Transport Strategy seeks to ensure that "North Tyneside will have a safe, easy to use, healthy, affordable, accessible and integrated travel and transport infrastructure that works for residents, businesses and visitors effectively and efficiently", and sets out five principles which are key to achieving this. As transport is a major contributor to carbon emissions, it has a vital part to play in the Authority's response to its declaration of a Climate Emergency.

The purpose of this report is to fulfil the commitment within the Transport Strategy to provide Cabinet with an annual report outlining activities and trends relating to transport in the borough over the last year.

The report outlines that North Tyneside's transport network is becoming safer compared with the baseline, reflecting the Authority's significant and targeted investment in major schemes over recent years. Cycling continues to be prevalent as a way of getting around North Tyneside and air quality in the borough has been confirmed as compliant with legal standards.

1.2 Recommendation(s):

It is recommended that Cabinet

- a) notes the content of this report and receives and notes the contents of the North Tyneside Transport Strategy Annual Information Report 2022/23 attached to this report at Appendix 1.

1.3 Forward Plan:

Twenty-eight days' notice of this report has been given and it first appeared on the Forward Plan that was published on 23 June 2023.

1.4 Council Plan and Policy Framework

The proposals in this report relate to a number of priorities in Our North Tyneside, the Council Plan 2021 to 2025, in particular:

- A thriving North Tyneside
 - We will regenerate the high streets of North Shields and Wallsend, and in addition to the Master Plan for North Shields, we will bring forward Master Plans for Wallsend and Whitley Bay town centre areas. We will also bring investment and improvements to the North West area of the borough and ensure that regeneration delivers ambition, opportunity and benefits for all of our residents
- A family friendly North Tyneside
 - We will support local schools, making sure all children have access to a high-quality education with opportunities to catch up where needed after the pandemic
 - We will provide outstanding children's services, events and facilities so North Tyneside is a great place for family life.

- A secure North Tyneside
 - We will continue to invest £2m per year in fixing our roads and pavements
- A green North Tyneside:
 - We will increase opportunities for safe walking and cycling, including providing a segregated cycleway at the coast

The proposals also support the following priority in the Carbon Net Zero 2030 Action Plan:

- Travel
 - Bid for EV charging infrastructure (on-Street, Fast, HPC)
 - Metro Fleet Upgrade
 - Bikeability, Cycle Training, Access to low-cost bicycles
 - Low Traffic Neighbourhoods and School Streets
 - Traffic Signals ULV upgrades
 - Increase in recycled materials for surfacing, reduced highway operations emissions
 - Reduce car-based school trips by 5% annually

1.5 Information:

1.5.1 Background

The updated North Tyneside Transport Strategy was approved by Cabinet on 18 October 2021 and sets out the Authority's vision for transport in the borough. The strategy reflects the priorities of the Our North Tyneside Plan 2021 to 2025; relevant policies in the North Tyneside Local Plan; the regional North East Transport Plan approved by the North East Joint Transport Committee; and the Authority's declaration of a climate emergency.

The North Tyneside Transport Strategy seeks to ensure that "North Tyneside will have a safe, easy to use, healthy, affordable, accessible and integrated travel and transport infrastructure that works for residents, businesses and visitors effectively and efficiently". It sets out five principles which are key to achieving this. In order to provide regular information about transport in North Tyneside, the Transport Strategy contains a commitment to provide an annual information report to Cabinet.

Since the adoption of the Transport Strategy, the following policies and strategies relating to transport in North Tyneside have been revised:

- Supplementary Planning Document – Transport and Highways (LDD12) – refreshed October 2022
- North Tyneside Parking Strategy – refreshed August 2022
- Highway Asset Management Plan (HAMP) – adopted September 2017
- North Tyneside Cycling Strategy – refreshed July 2023
- North Tyneside Travel Safety Strategy – adopted March 2018
- North Tyneside Network Management Plan – adopted October 2018
- North Tyneside Hackney Carriage and Private Hire Licensing Policy – adopted May 2022
- North Tyneside Home to School/College Transport Policy – reviewed May 2021
- North Tyneside Zero Emission Vehicles (ZEV) Strategy – adopted 2021

One of the Transport Strategy's key principles involves reducing carbon emissions, by encouraging modal shift and taking part in regional initiatives to encourage wider adoption of low-carbon technologies in both vehicles and transport infrastructure.

The importance of this objective was magnified when full Council formally declared a Climate Emergency at its meeting in July 2019. In declaring the climate emergency full Council set a target to halve the Authority's and the borough's carbon footprint by 2023. It also committed the Authority and the borough to being carbon neutral by 2050 in line with the national target. In August 2022, Cabinet approved the Carbon Net-Zero 2030 Action Plan which sets out the steps the Authority will take and the national investments the Authority will seek to make North Tyneside carbon net zero by 2030.

Transport accounts for just under a third of North Tyneside's carbon dioxide emissions. In order to deliver the Authority's Climate Emergency aims it is therefore vital that the Authority meets its objectives and makes transport more sustainable.

1.5.2 Summary of performance

The North Tyneside Transport Strategy Annual Report, attached as Appendix 1, sets out relevant information and summarises relevant data on transport matters, based around the five principles of the North Tyneside Transport Strategy. Information presented within the report includes the following:

Principle 1 – Reduce carbon emissions from transport

Transport emissions constituted 30.4% of carbon emissions in the borough in 2021. The Authority is investing in measures which help reduce carbon emissions from transport such as trialling low temperature resurfacing in the delivery of local highway works and seeking to expand electric vehicle (EV) charging provision.

Principle 2 – Improve health outcomes

Cycling continues to be prevalent as a way of getting around the borough, having increased by 48% over five years.

The Authority continues to work with schools on 'School Streets' schemes in the borough, supporting children and their families to get to and from school by walking, cycling or 'park and stride'.

The Authority continues to develop its 'Go Smarter' offer for schools, including road safety education and Bikeability cycling training, while the annual Summer of Cycling campaign has seen a rise in popularity and attendance.

The number of serious or fatal road casualties in North Tyneside declined in 2022. The three-year average figures for 2020-22 also showed a decrease in casualties compared with the baseline.

The Authority continues to invest significantly in the borough's highway network and in local road safety, network management and maintenance schemes.

Air quality in the borough has been confirmed as compliant with legal standards.

Principle 3 – Support inclusive economic growth

The Authority has completed the regeneration of Northumberland Square and has made significant progress in the construction of the new transport hub and town square improvements, as part of the North Shields masterplan. The masterplan for Wallsend was approved by Cabinet in May 2023. For the North West of the borough the Authority has determined a set of priorities to guide the development of plans for the area, including to improve transport connectivity. The Authority seeks to bring investment to the North West of the

borough and ensure regeneration has benefits for all residents, in accordance with the Our North Tyneside Plan 2021-2025.

Principle 4 – Improve connectivity

The Authority continues to deliver its programme of transport schemes, with substantial external funding, and has delivered improvements at the A191 New York Bypass-Rake Lane and around the Four Lane Ends interchange, with improvements identified for the Sea Front Sustainable Route. This investment is helping to address the Authority's goals to create a safer environment which supports everyday cycling, walking and wheeling.

The Authority continues to support the delivery by Northumberland County Council of the Northumberland Line major project, to re-introduce a passenger service on the rail line between Ashington and Newcastle, with a station at Northumberland Park which will support accessibility to employment, including major employment sites in central areas of the borough, by a more sustainable mode of transport.

Nexus has secured funding of £362m to deliver a new Metro fleet which will improve comfort and reliability for people travelling by Metro in the borough; the Authority works with Nexus as appropriate on aspects of the process to facilitate this project.

The Authority continues to work with partners across the region on the delivery of the North East Bus Service Improvement Plan (BSIP), in line with Government guidance, which could support the delivery of bus priority measures and new ticketing products to benefit bus users and encourage a shift from car use to public transport.

Principle 5 – Manage demand and enable smart choices for all

The Authority is committed to managing the transport network so that it operates effectively and efficiently for all highway users, including public transport, cycling, wheeling and walking.

The Authority actively manages street works requests from utilities and their contractors, with 35% of permit requests being challenged or modified in 2022/23, and a good compliance rate on site.

The Authority has been successful in obtaining external funding to improve technology in the highway to support improved efficiency in network

management. Examples of this include the upgrading of the traffic signals equipment along bus corridors in Wallsend and Longbenton, which allow for bus movements to be prioritised based on delay and occupancy, helping to improve reliability for bus users along the route.

1.6 Decision options:

No decision is being taken by Cabinet. It is asked to receive and note the content of the Transport Strategy Annual Information Report for 2022/23.

1.7 Appendices:

Appendix 1 – Transport Strategy Annual Information Report 2022/23

Appendix 2 – Equality Impact Assessment

1.8 Contact officers:

Paul Watson, Head of Highways and Transportation, 0345 2000 101

Andrew Flynn, Senior Manager – Integrated Transport, 0191 643 6083

John Cram, Integrated Transport Officer, 0191 643 6122

Gary Walker, Sustainable Transport Team Leader, Capita, 0191 643 6219

Amar Hassan, Principal Accountant, Investment (Capital) and Revenue, 0191 643 5747

1.9 Background information:

The following background papers/information have been used in the compilation of this report and are available at the office of the author:

- (1) [North Tyneside Transport Strategy](#)
- (2) [North East Transport Plan](#)
- (3) [North Tyneside Local Plan](#)
- (4) [North Tyneside Travel Safety Strategy](#)
- (5) [North Tyneside Cycling Strategy](#)
- (6) [North Tyneside Parking Strategy](#)
- (7) [North Tyneside Network Management Plan](#)
- (8) [North Tyneside Zero Emission Vehicles Strategy](#)
- (9) [North Tyneside Highway Asset Management Plan \(HAMP\)](#)
- (10) [North Tyneside Hackney Carriage and Private Hire Licensing Policy](#)
- (11) [North Tyneside Home to School/College Transport Policy](#)
- (12) [North Tyneside Carbon Net-Zero 2030 Action Plan](#)
- (13) [North Tyneside Air Quality Strategy 2023-2028](#)

(14) [North Tyneside Joint Health and Wellbeing Strategy 2021-2025](#)

(15) [Tyneside Walking and Cycling Index](#)

PART 2 – COMPLIANCE WITH PRINCIPLES OF DECISION MAKING

2.1 Finance and other resources

There are no financial and resource implications directly arising from this report. This report provides the Annual Information Report relating to the North Tyneside Transport Strategy.

It is envisaged that all actions within the Transport Strategy itself can be delivered within existing budgets (the Local Transport Plan capital budget and Technical Services Partnership managed budget) or using specific external grant funding, where applicable. Any expenditure which cannot be contained within existing budgets will be reported to Council / Cabinet, as appropriate for a decision before any expenditure is incurred or committed.

2.2 Legal

The Authority is responsible for undertaking a number of transport-related functions and statutory duties under relevant pieces of highways and transport legislation and those obligations are discharged in accordance with the law and in line with specific policies, plans and programmes approved by the relevant decision-making body.

Some of the Authority's transport functions must be discharged through the North East Joint Transport Committee which is a joint committee established by the Newcastle Upon Tyne, North Tyneside and Northumberland Combined Authority (Establishment and Functions) Order 2018 or the Joint Transport Committee's Tyne and Wear Sub-Committee. The Authority works with the Joint Transport Committee and its Tyne and Wear Sub-Committee on a range of transport-related matters.

By virtue of section 9D of the Local Government Act 2000 any function of the Authority is the responsibility of the Executive unless there is a contrary intention expressed in legislation. There is nothing in the legislation referred to in this section or the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 that indicate that the Transport Strategy is not to be a matter for Cabinet.

2.3 Consultation/community engagement

There are no consultation or community engagement implications directly arising from this report. This report provides the Annual Information Report relating to the North Tyneside Transport Strategy.

The strategy reflects the priorities of the regional North East Transport Plan, which was subject to public engagement prior to its adoption in 2021. Engagement is also carried out on strategies and plans within the context of the Transport Plan, such as the 'Big Bus Conversation' carried out between July and September 2023 as part of work to refresh the North East Bus Service Improvement Plan (BSIP).

Actions within the Transport Strategy itself involve engagement as appropriate: for example, the Authority continues to engage with schools in the borough to encourage children and their parents to travel actively to school or use 'park and stride' as described in section 1.5.2.

2.4 Human rights

There are no human rights implications directly arising from this report.

2.5 Equalities and diversity

An Equality Impact Assessment for the North Tyneside Transport Strategy (2021 revision) – Annual Information Report 2022/23 has been undertaken and is attached as Appendix 2 to this report. This notes that several identified potential impacts are positive, e.g. elements of the works described in the report will contribute to advancing equality of opportunity between people with a disability and those who do not have a disability such as the provision of signalised crossing facilities as part of transport projects.

2.6 Risk management

There are no risk management implications directly arising from this report. Strategic and operational risks associated with transport matters are assessed via the established corporate process.

2.7 Crime and disorder

There are no crime and disorder implications directly arising from this report.

2.8 Environment and sustainability

The North Tyneside Transport Strategy Annual Report provides information and data regarding aspects of transport in the borough including, for example, levels of cycling, electric vehicles and public transport. As such it may have positive environment and sustainability implications as it offers relevant information on progress towards environment and sustainability objectives.

PART 3 – SIGN OFF

- Chief Executive
- Director of Service
- Mayor/Cabinet Member
- Chief Finance Officer
- Monitoring Officer
- Assistant Chief Executive

North Tyneside Transport Strategy

Annual Information Report
2022/23



North
Tyneside
Council

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1. Introduction

The North Tyneside Transport Strategy sets out the Authority's vision for transport in the borough. It seeks to ensure that "North Tyneside will have a safe, easy to use, healthy, affordable, accessible and integrated travel and transport infrastructure that works for residents, businesses and visitors effectively and efficiently". It sets out five principles which are key to achieving this.

The Transport Strategy was first adopted in 2017 and an updated version was approved by Cabinet on 18 October 2021. In order to provide regular information about transport in North Tyneside, the Transport Strategy contains a commitment to provide an annual information report to Cabinet.

Strategic policies that feed into the Transport Strategy are the:

- Our North Tyneside Plan 2021 – 2025;
- North Tyneside Local Plan 2017 – 2032;
- North Tyneside Health and Wellbeing Strategy 2013 – 2023; and
- North East Transport Plan 2021 – 2035.

The Authority's policies and strategies specific to transport matters, which are aligned with the Transport Strategy, are the:

- Transport and Highways Supplementary Planning Document (SPD);
- North Tyneside Cycling Strategy;
- North Tyneside Travel Safety Strategy;
- North Tyneside Parking Strategy;
- North Tyneside Highway Asset Management Plan (HAMP);
- North Tyneside Network Management Plan;
- North Tyneside Home to School/College Transport Policy; and
- North Tyneside Hackney Carriage and Private Hire Licensing Policy;
- North Tyneside Zero Emission Vehicles (ZEV) Strategy.

1.1 The Transport Strategy Annual Information Report

The purpose of the annual information report is to demonstrate progress against delivery of the North Tyneside Transport Strategy during 2022/23.

A Climate Emergency was declared in July 2019 and the Our North Tyneside Council Plan makes the commitment that the Authority will publish an action plan of the steps we will take and the national investment we will seek to make North Tyneside carbon net-zero by 2030.

A summary of the Authority's detailed transport policies and strategies which sit beneath the Transport Strategy is provided as Appendix A to this report.

1.2 Performance 2021/22

The five principles of the Transport Strategy guide the Authority's actions and act as a framework for measuring performance. The annual information report summarises the Authority's performance against each of the principles below:

- Principle 1 – Reduce carbon emissions from transport;
- Principle 2 – Improve health outcomes;
- Principle 3 – Support inclusive economic growth;
- Principle 4 – Improve connectivity; and
- Principle 5 – Manage demand and enable smart choices for all.

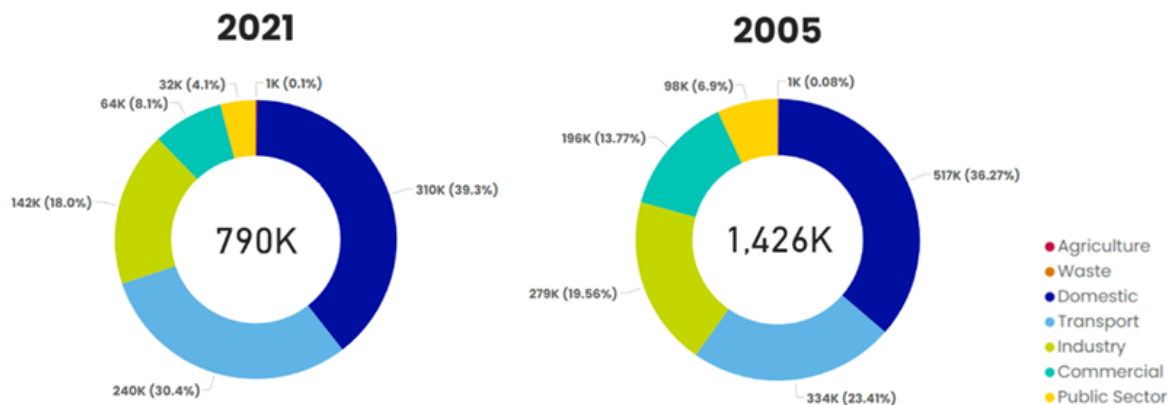
A "Transport Strategy Data Factsheet" summarising general performance data for 2022/23 has also been produced and is included as Appendix B to this report.

2. Principle 1 – Reduce carbon emissions from transport

2.1 Carbon emissions

Since 2005, the borough has seen a 44.6% reduction in its carbon footprint.

North Tyneside Borough Carbon Footprint



Transport emissions constituted c.30.4% of carbon emissions in North Tyneside in 2021. The North Tyneside Climate Emergency Board held its first meeting in March 2020 and the associated [North Tyneside Carbon Net-Zero 2030 Action Plan](#), approved by Cabinet on 1 August 2022, set out priorities and theme areas to enable the Authority to address key issues including borough-wide carbon emissions from transport.

The Authority has invested substantially in initiatives which improve cycling, walking and public transport, with funding secured from the Active Travel Fund and Transforming Cities Fund most recently, as described in section 5.

During 2022/23 the Authority trialled the use of low temperature resurfacing in a number of streets across the borough with the aim of reducing the carbon footprint associated with highway works. The materials use less energy in the production and laying operations resulting in significantly lower carbon emissions compared to traditional hot laid materials. The performance of the material will be monitored and if deemed suitable, will be installed at a number of locations across the borough.

2.2 Adapting Travel Behaviour

The Authority is continuing to support a change in culture by promoting people to adapt their travel behaviour to use more sustainable forms of transport other than car travel. These measures are covered in detail within Principle 2 where further information is provided on walking and cycling initiatives and Principle 4 which provides information on the Authority's investment in cycle infrastructure.

2.3 Infrastructure for zero-emission vehicles

In 2021/22 the Authority released its Zero Emission Vehicles Strategy which supports the ambition of Our North Tyneside Plan 2021–2025. The strategy aims to support the take-up of zero emission vehicles (ZEV's) in preference to petrol or diesel vehicles in the borough.

Out of all cars and light vans registered in North Tyneside, the proportion which are fully electric vehicles (EVs):

- was 0.27% in Oct–Dec 2020;
- had more than doubled to 0.56% by Oct–Dec 2021; and
- had further increased to 0.93% by Oct–Dec 2022.

It is anticipated that this will continue to increase as existing vehicles are gradually replaced with new.¹

Many owners of electric vehicles (EVs) find it most convenient to charge their vehicles at home and overnight: charging overnight, when overall electricity demand is lower, also helps reduce carbon emissions further by maximising the use of renewable energy. Government grants are available for residents and businesses to install EV charging infrastructure at their premises. However, to encourage the use of EVs in preference to petrol or diesel vehicles, it is important that public charging infrastructure is readily available.

In March 2023 the Authority submitted a successful bid to the Government's Office for Zero Emission Vehicles (OZEV) for funding for the

¹ Figures are based on analysis of Vehicle Licensing Statistics data published by the Department for Transport. The increase in EV uptake in North Tyneside has been greater than the North East average. However, the daily flows of vehicles on North Tyneside's roads will clearly include many vehicles registered outside the borough.

On-street Residential Chargepoint Scheme (ORCS). The funding will be utilised to deliver nine new chargepoints, equating to 18 parking bays with EV chargepoint access, in car parks in the borough close to where people live. This will include the replacement of three existing life-expired chargepoints in Whitley Bay, Tynemouth and North Shields. Works to deliver the new charging infrastructure will be undertaken during 2023/24.

The Authority will continue to review the opportunities for EV charging infrastructure in line with its Climate Emergency declaration and the North Tyneside Zero Emission Vehicles Strategy.

3. Principle 2 – Improve health outcomes

3.1 Growth in cycling

The North Tyneside Cycle Strategy was adopted in March 2018 and set a target to achieve an annual increase in cycling trips of 7%. This is measured using automatic cycle counters at points around the network.

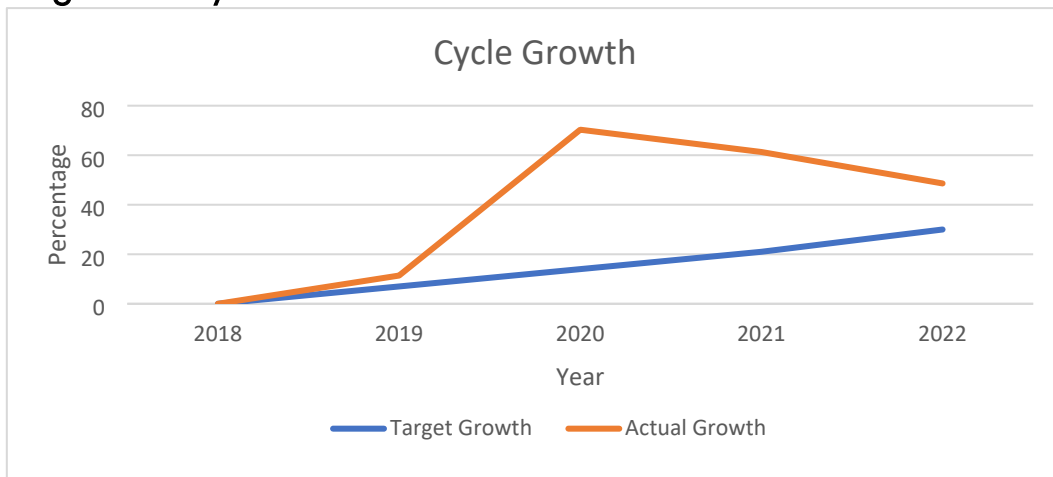
Table 3.1 below tracks the growth in cycling within North Tyneside using the 2018 trips as a baseline. Cycling in the borough in 2022 was 48.6% higher than the baseline set in 2018, and 18.6% higher than the Authority's target for 2022.

Table 3.1: Target and actual annual change in cycling

Year	Target growth above baseline	Actual growth above baseline	Year-by-year change	Actual growth compared with target growth
2018 Baseline	0%	0%	n/a	n/a
2019	7%	11.4%	+11.4% over previous year	4.4% above target growth
2020	14%	70.3%	+58.9% over previous year	56.3% above target growth
2021	21%	61.3%	- 9% below previous year	40.3% above target growth
2022	30%	48.6%	-12.7% below previous year	18.6% above target growth

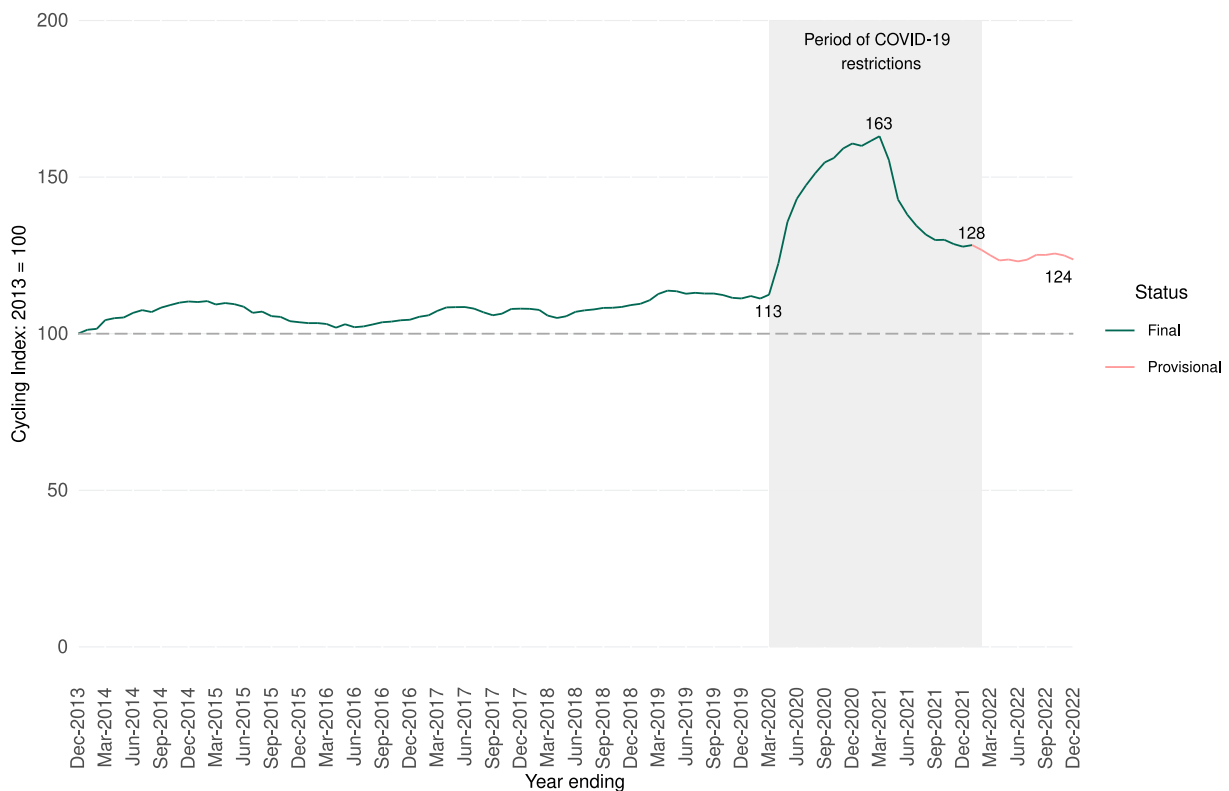
Figure 3.1 below shows the actual growth in cycling within North Tyneside compared with the target growth since the adoption of the North Tyneside Cycle Strategy in March 2018.

Figure 3.1: Cycle Growth



After a substantial increase in 2020, the number of cycling trips in North Tyneside decreased somewhat in 2021 and 2022. This reflected the trend in levels of cycling across England as shown in Chart 3.1. England’s cycling levels showed a gradual increasing trend from December 2013 until March 2020, after which cycling levels dramatically increased across the country following the introduction of national Covid-19 restrictions. Cycling levels across England have decreased since their peak in March 2021, however provisional data for 2022 suggests they remain above pre-Covid levels.

Chart 3.1: Cycling levels in England, to December 2022 (Cycling Index England)



3.2 Go Smarter in North Tyneside

The Go Smarter in North Tyneside programme (“Go Smarter”) aims to promote healthy and active travel and reduce motorised traffic around schools. As well as encouraging pupils, parents and staff to walk, wheel, scoot, cycle, use public transport or ‘park and stride’ (park safely at a distance from school and walk the rest of the way) in place of car travel, Go Smarter can involve delivering physical changes to streets near schools to encourage more sustainable travel.

The team delivers travel behaviour change activity in schools, including assembly presentations, road safety education, work with school councils, car-free days, site audits with pupils, travel maps, and other in-class sessions.

The team also works with colleagues to develop social media campaigns to encourage people to keep travelling actively to school.

3.2.1 Infrastructure and School Streets

An example of a Go Smarter infrastructure scheme can be seen at Vernon Drive, outside Monkseaton Middle School. The scheme has made the street ‘no entry’ (except cycling) at one end, and prevents pavement parking in front of the school gates. Following the success of the scheme over the original 18-month trial period, and following public consultation, this scheme has been made permanent and has been used as a template for a similar trial scheme outside Shiremoor Primary School.

At other schools, schemes such as safe crossings, traffic calming and parking restrictions have been implemented. Four ‘School Streets’ schemes, which create a safe area for children by restricting motor vehicle access to the street around the school gates, have now been made permanent following successful trial periods. The schemes are in operation at school drop-off and pick-up times and include arrangements for vehicle access by residents of the street. Three more schools have made requests for School Streets, which are at various stages of investigation and/or development.

The School Streets schemes have been successful in creating an environment that supports children and their parents to get to school by walking and wheeling, cycling, child’s scooters, or ‘park and stride’ from a

nearby parking location. As well as encouraging healthy exercise, this supports better local air quality around schools and contributes to carbon reduction. Each scheme has been supported by Go Smarter behaviour change activity, as well as engagement with Living Streets' Walk to School scheme (see 3.2.4).

3.2.2 Bikeability training

The Authority continues to deliver cycling training to school children through the Department for Transport's (DfT) Bikeability programme. This includes a range of types of training from pedal-free 'balance bikes' for younger children, to standard Level 2 and advanced Level 3 training.

The number of training places delivered in 2022/23 was 2,407. The Authority continues to review the Bikeability training modules which are offered and how it can deliver this training most effectively.

3.2.3 Road safety training and education

The team continues to deliver road safety training to a substantial number of school pupils, complementing the pedestrian training programme already in place, engaging with the highest number of pupils since the introduction of the Transport Strategy in 2018. Maintaining safety outside and around schools is a key focus in encouraging parents and children to travel actively. By the end of the 2022/23 academic year, 11,552 pupils will have undertaken some form of training delivered by the Go Smarter team, which is a 14% increase when compared with the 2021/22 academic year.

The Road Safety Education programme in North Tyneside is run in conjunction with regional colleagues. Over a six-week period, through both classroom delivery and practical experiences, pupils learn about the Green Cross Code, how to approach crossing roads independently, how to navigate junctions safely and how to look out for parked cars. By the end of the academic year, 878 Year 3 pupils will have taken part in this programme, making a total of 12,430 pupils when combined with the Go Smarter number.

The team also teaches accident prevention for year 6 North Tyneside pupils at SafetyWorks! in Newcastle.

3.2.4 2022-23 Walk to School Project in North Tyneside

The team are working with the voluntary sector organisation Living Streets to deliver their Walk to School project at schools in the borough, using Department for Transport funding.

The project encourages active travel to school by recording children's journeys and enabling them to earn monthly badges for going to school by walking, wheeling, scooting, cycling or park and stride.

This has been met with considerable success and in total 4,321 children participated in the project by travelling sustainably to school.

3.2.5 Go Smarter Summary

The Authority's Go Smarter programme continues to offer support for schools in encouraging active and sustainable transport.

The Authority continues to expand the School Streets initiative, with the four School Streets schemes implemented in March 2021 now made permanent and more planned to begin in the next academic year.

The Authority has delivered substantial levels of Bikeability training and road safety training in 2022/23. During 2022/23, the Authority's Go Smarter team delivered road safety training to the highest number of pupils since the adoption of the Transport Strategy in 2018, with a 14% increase when compared with 2021/22.

3.3 Summer of Cycling

The Summer of Cycling campaign for 2022 aimed to get people of all ages and abilities to get active on bikes or adapted cycles.

Activities delivered included 'Dr Bike' sessions, family guided rides, Bikeability training for young people, and Adapted Cycle sessions for adults who may have difficulty riding a standard two-wheeled bike.

The Authority also piloted its first 5-week cycle programme for children with mobility and balance problems which was well received by attendees.

Local company Bike4Health repaired over 60 cycles during the Summer of Cycling and the Authority also shared information via its social media

platforms, providing residents with basic bike maintenance advice and information on where to get bikes repaired or purchase a cycle on a budget locally.

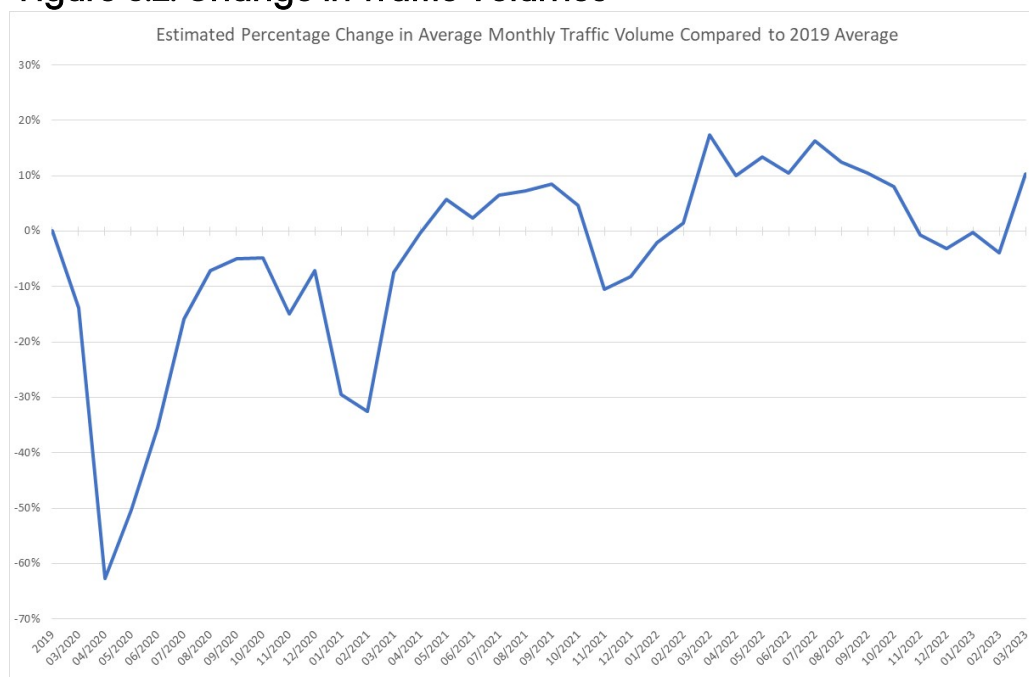
The Summer of Cycling campaign is continuing to gain momentum with 165 people having attended at least one of the events in 2022.

3.4 Traffic Volumes

Motorised traffic volumes decreased sharply following the introduction of national Covid-19 restrictions in March 2020. A year later traffic volumes in North Tyneside had returned to pre-Covid levels; during Summer 2022 they grew to around 10-15% higher, then returned to a similar figure to pre-Covid levels in Winter 2022-23. Figure 3.2 below shows the estimated change in traffic volumes within North Tyneside between March 2020 and April 2023.

After national Covid restrictions were introduced, motorised trips were distributed more to the middle of the day, however post-Covid the pattern has reverted to the traditional morning and evening peaks during the week. However, traffic volumes and peaks remain higher on Tuesdays to Thursdays – likely to reflect wider adoption of ‘hybrid’ working arrangements post-Covid – while on Saturdays and Sundays traffic volumes are highest around midday and then gradually decrease.

Figure 3.2: Change in Traffic Volumes



3.5 Road Collisions

The Traffic and Accident Data Unit (TADU) holds traffic accident, traffic flow and cycle flow data for the Tyne and Wear area. This information is used by local authorities, police and other organisations to plan and implement better campaigns, education, training, enforcement and engineering activities across the area.

There was a 4% reduction in the number of casualties Killed or Seriously Injured (KSI) in 2022, compared with the previous year (see the Casualties by Year and Severity 2018–2022 graph included in the Data Factsheet in Appendix B).

Relative to 2021 the borough has unfortunately seen an increase in casualties classified as slight. As such the total number of casualties from road collisions in the borough in 2022 was 15% higher than in 2021, however it remained 18% lower than in 2019 (the last full year prior to the Covid pandemic).

The reduction in KSI casualties may be partly linked to the Authority having invested over recent years in major schemes (see also section 3.5.6), which have included measures such as traffic signals at junctions which have improved traffic arrangements at locations which previously saw clusters of road collisions. The recent trend in Slight collisions may partly relate to 2022 having been the first full year without national travel restrictions in place following the Covid pandemic.

The standard practice is to record an Authority's performance based on a rolling three-year average, which gives a clearer picture of the underlying trend despite possible annual variation in the data. The baseline figures are calculated from collisions data for North Tyneside from 2016 to 2018, in line with the baseline years used in the [North East Transport Plan](#).

Based on the three national standard classifications by which casualties are recorded:

- Casualties – killed or seriously injured (KSI) – the 3-year average figure for 2020–22 was 42, which represents a 31% decrease compared with the baseline average figure of 61.
- With regard to casualties involving a child being killed or seriously injured (Child KSI), over the period 2020–22 there was an annual

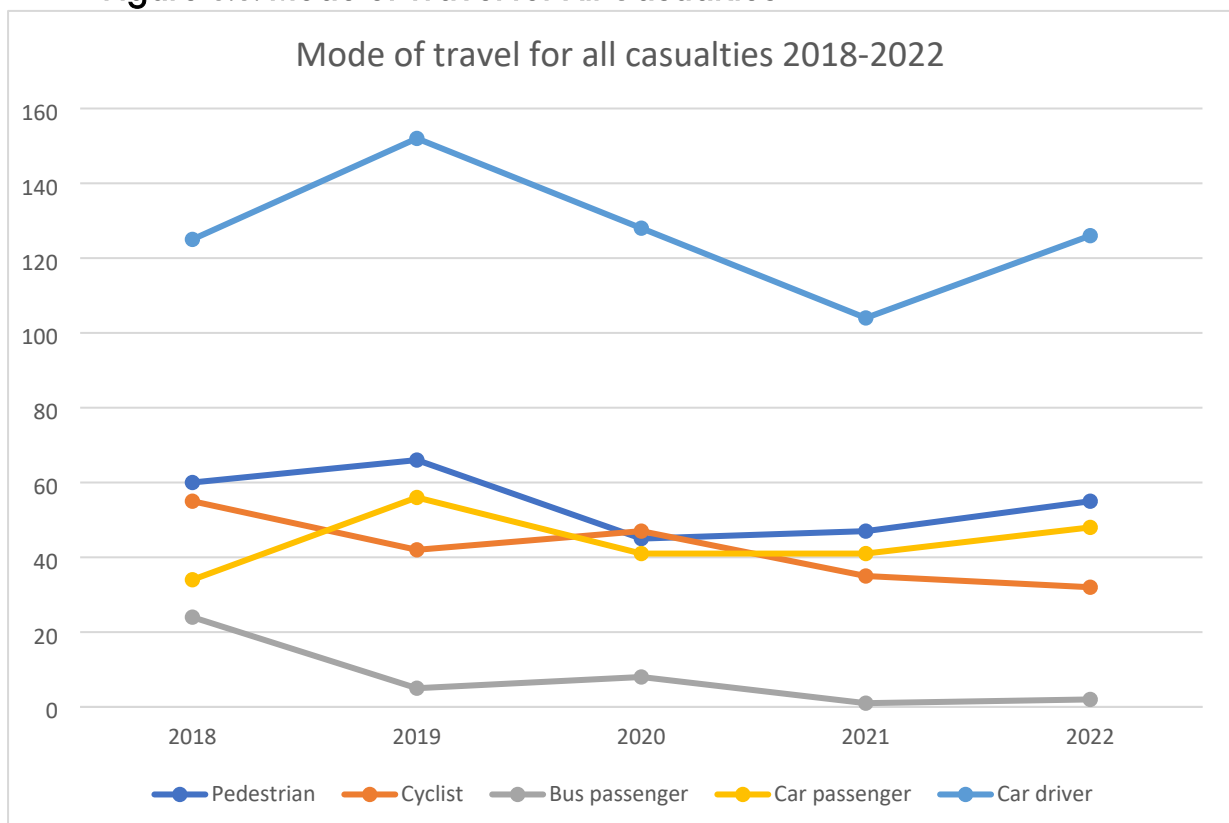
average of 6 such casualties, which represents a 40% decrease compared with the baseline average figure of 10.

- Casualties classified as Slight – the 3-year average figure for 2020-22 was 210, which is 12% lower than the baseline average figure of 240.

3.5.1 Casualties by mode of travel

The following graph shows how all casualties are distributed across different travel modes, specifically walking, cycling, as a passenger (car or public transport), and as a car driver. The data shows that in 2022 around a fifth (19%) of casualties were walking or cycling, around another fifth (20%) were a passenger and the remaining three-fifths (60%) were driving.

Figure 3.3: Mode of Travel for All Casualties



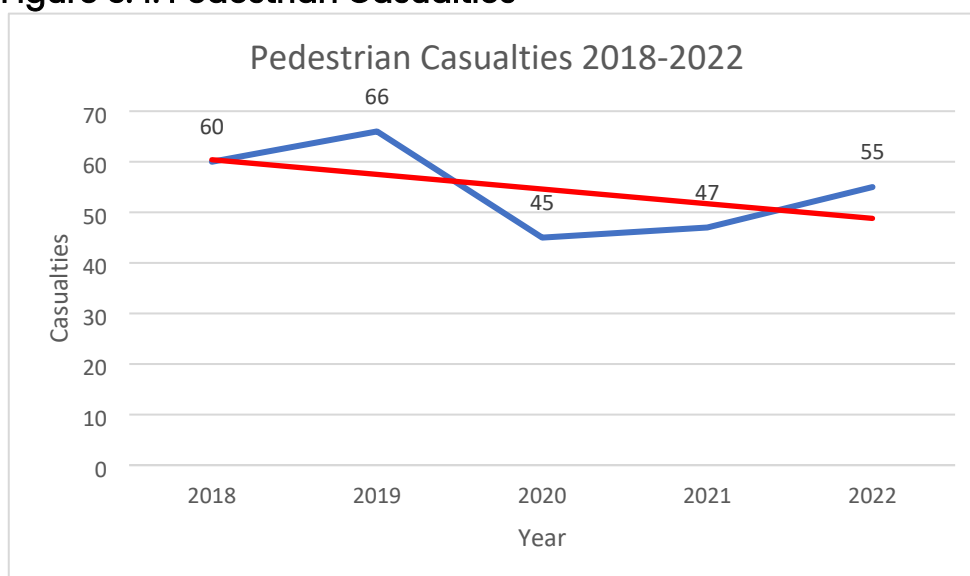
The numbers of casualties involving car drivers and car passengers has showed a limited increase when compared with 2021 (while remaining below 2019 levels), which may partly relate to 2022 having been the first full year without national travel restrictions in place following the Covid pandemic. Casualties involving bus passengers have also shown a small increase, but remain below pre-2021 levels.

3.5.2 Collisions involving pedestrian casualties

The graph below highlights that the number of pedestrian casualties on the highway network was higher than in the years 2020 and 2021, when national Covid restrictions were in place, but remain below their pre-Covid level.

Pedestrians are vulnerable road users and are almost always injured when in a collision with a vehicle. The Authority continues to invest in upgrading and introducing additional crossings across the network to support the safe interaction of pedestrians and highway traffic. The Authority continues to review the details of pedestrian-related collisions that have occurred to assist in directing funds to the appropriate interventions.

Figure 3.4: Pedestrian Casualties



3.5.3 Collisions involving cycling casualties

The graph below shows how the number of cycling casualties on the highway network has shown a generally decreasing trend since 2018, notwithstanding some variation from year to year, and decreased further to 32 in 2022.

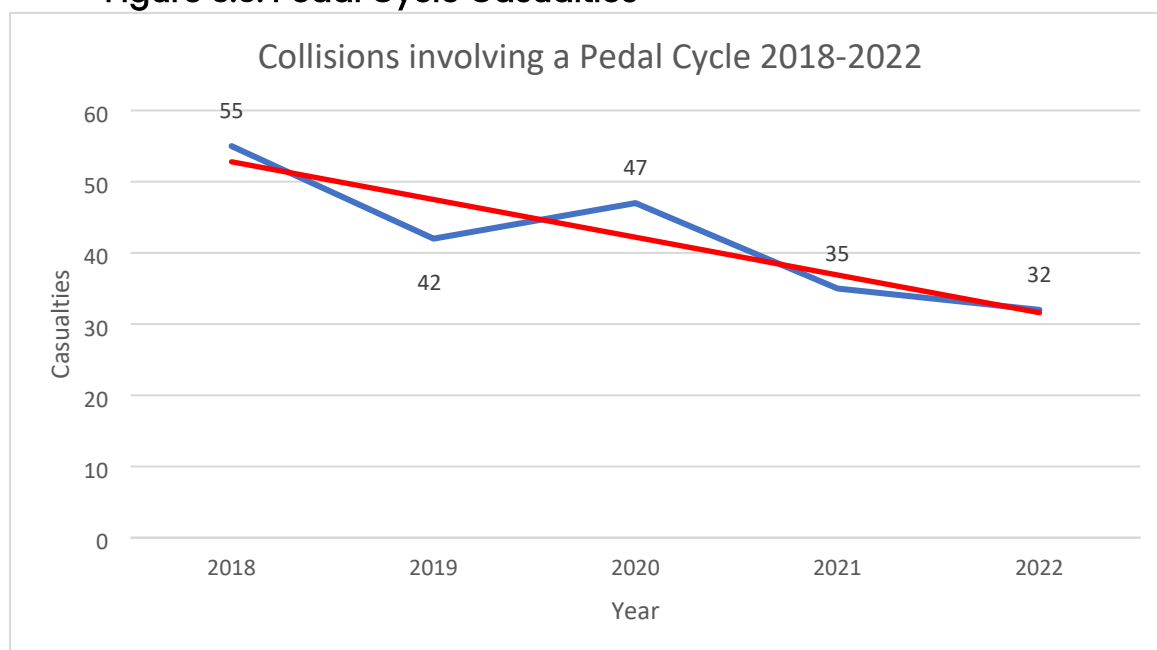
The [North Tyneside Cycling Strategy](#), refreshed in 2023, now sets a target for growth in cycling of 10% per year, increased from the previous annual target of 7%. The Authority aims to develop a network of Strategic Cycle Routes (or 'tube map': see Appendix C) in addition to making streets in local areas and town centres more welcoming for cycling. In view of this it

is essential to support people in feeling confident that they can safely cycle to destinations in the borough.

In 2022, 12% of collisions in North Tyneside involved someone cycling, which is a 3-percentage point decrease when compared with 15% of collisions in 2021. The Authority continues to review the details of cycling-related collisions that have occurred to assist in directing funds to the appropriate interventions.

The North Tyneside Cycling Design Guide and the national guidance document LTN 1/20 support the delivery of appropriate infrastructure that supports increased cycling numbers and design considerations that improve safety.

Figure 3.5: Pedal Cycle Casualties



3.5.4 Collisions involving children

The graph below shows those casualties which involved children (aged 16 and under) and the mode of transport which they were using.

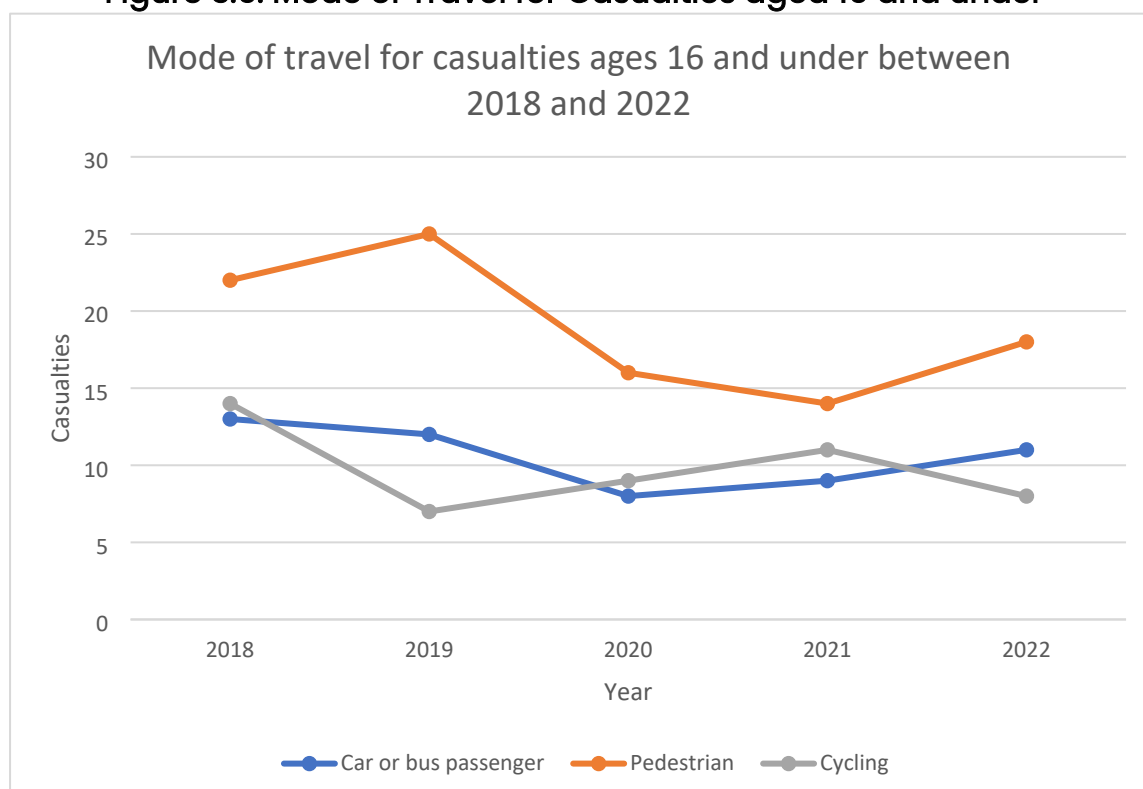
Casualty figures for children cycling, and as a passenger in a car or bus, have showed a largely static trend over recently years, although in 2022 both were below their 2018 level. The casualty figure for children walking increased in 2022 compared with 2021, although it remained substantially below its pre-Covid level. This may partly relate to 2022 having been the

first full year without national travel restrictions in place following the Covid pandemic.

As part of the Go Smarter North Tyneside behavioural change programme the Authority is investing in infrastructure along routes to schools to support more sustainable travel choices. The Authority's Go Smarter work (see section 3.2) is coordinated with road safety training so that pupils are made aware of how to safely use the new and existing infrastructure and become confident in travelling by foot, child's scooter, or cycle.

Since the Go Smarter project began, sustainable travel into the borough's primary schools² has risen by 14% to 68%. The overall level of sustainable travel, including secondary and middle schools, has risen by 10%³ in the same period.

Figure 3.6: Mode of Travel for Casualties aged 16 and under



² In 2021/22, 26 of the 57 primary schools in the borough provided the Authority with travel survey data

³ In 2021/22, 29 of the 72 schools in the borough provided the Authority with travel survey data

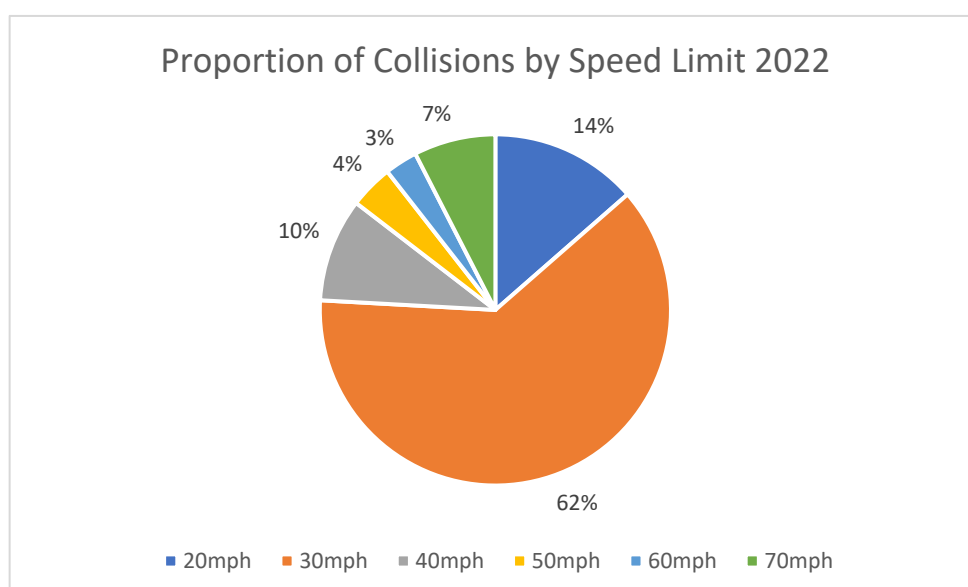
3.5.5 Collisions by speed limit

The charts below show collisions in 2022 based on speed limit. The chart shows that only 14% of collisions occurred on a road subject to a 20mph limit, despite around three-quarters of the local highway network being subject to a 20mph limit.

Most collisions occur on 30mph roads, which account for around 15% of the local highway network, the majority of which are A and B roads where traffic volumes are substantially higher.

In 2022, the percentage of collisions on 30mph roads dropped by 4 percentage points from 66% to 62% when compared with 2021. This was accompanied by limited increases in collisions on roads subject to a 20mph or 70mph speed limit.

Figure 3.7: Collisions by Speed Limit 2022



The Authority is part of the Northumbria Safer Roads Initiative (NSRI) partnership, which in addition to speed camera enforcement undertakes a wide range of education, training and publicity initiatives to promote road safety, including media campaigns. This is considered to have a positive influence in the medium to long term in terms of reductions in vehicle speeds and numbers of collisions. The majority of the mobile speed camera sites are located on the key distributor roads which are subject to a 30mph speed limit.

3.5.6 Collision cluster locations

The Authority has delivered a significant highway investment programme which started in 2014. The majority of the main highway congestion hot-spots and locations of road safety concern have been subject to junction improvements by way of major schemes. This has had a profound effect upon the collision cluster analysis, which was previously dominated by these locations.

A cluster location is identified as a location where more than 5 collisions have occurred over a 3-year period within a 50m radius. The table below identifies the locations where these criteria were met (for the period 2020-2022) and identifies what current and future work will seek to address this. There are three cluster location identified, which is a reduction in number compared with five in last year's report (for the period 2019-2021). A plan of the collision cluster locations is included in Appendix D.

Table 3.2: Cluster Locations within North Tyneside

(Where more than 5 collisions have occurred over a 3-year period within a 50m radius)

Cluster Location	Cluster Rank	Slight	Serious	Fatal	Daily Traffic Volume (Est.)	Proposed Scheme or Measures
A1056-A189 Weetslade Roundabout	1	6	0	0	25,000	A major highway scheme has been delivered in Spring 2023 which installed traffic signals on the roundabout and improved crossing facilities.

A193-High Flatworth roundabout	2	4	1	0	30,000	While this remains a cluster site, the number of collisions has decreased when compared with previous years. The Authority is monitoring the junction to understand traffic movements and opportunities for improvements.
A187 Howdon Road – Prudhoe Street, North Shields	3	5	0	0	10,000	A highway scheme was completed in Spring 2023 which amended the layout of the existing junction and created improved crossing points.

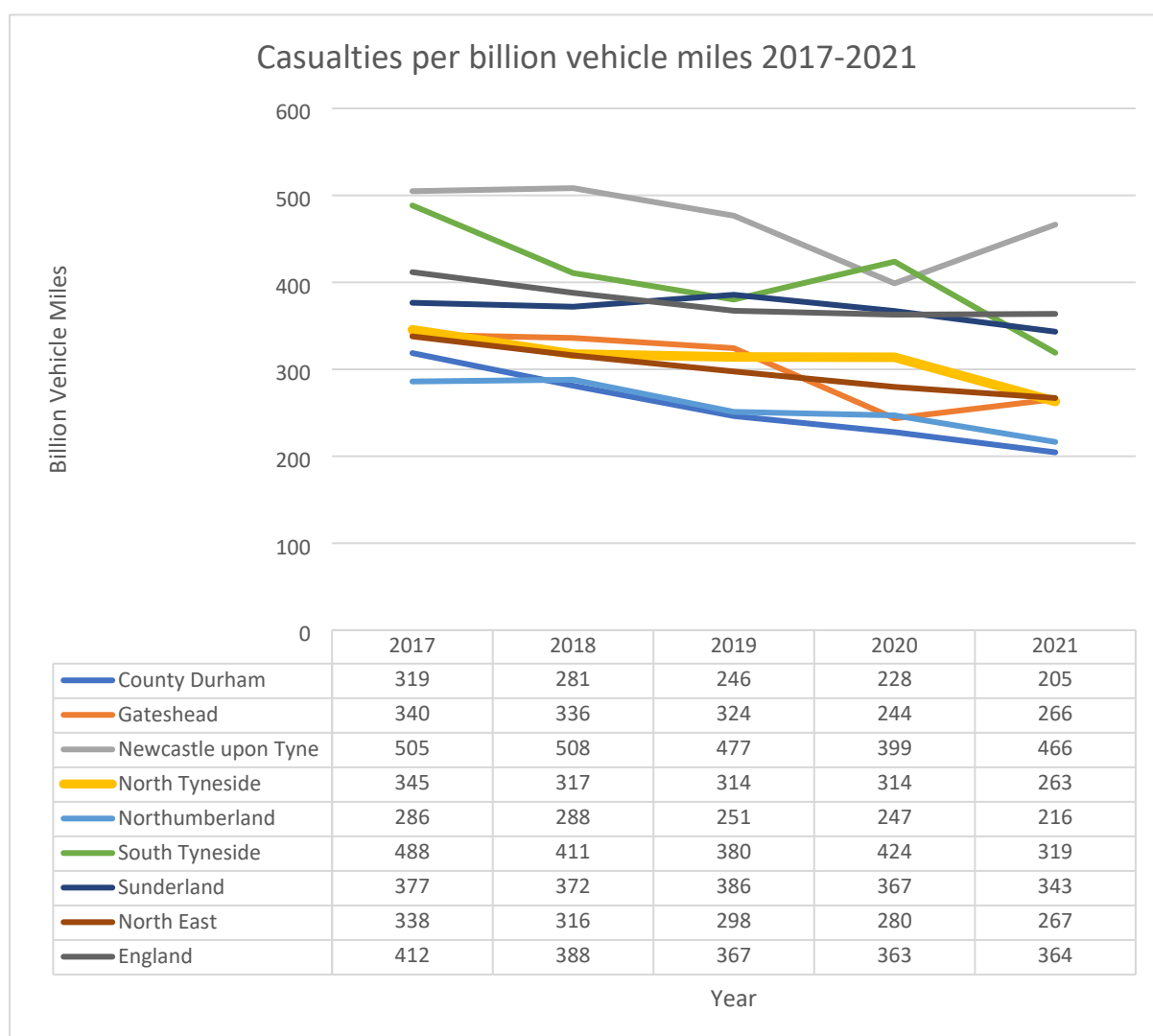
3.5.7 Benchmarking of Road User Casualties

In September 2022 the Department for Transport released the Reported Road Casualties Great Britain: 2021 Annual Report, which provides the number of personal injury road traffic accidents in Great Britain, as reported to the police in 2021 using the STATS19 reporting system. This includes all collisions that were reported by the police and that occurred on a public highway involving at least one motor vehicle, horse rider or pedal cyclist, and where at least one person was injured.

To assist in benchmarking the trends in road casualties against other areas, a comparison was undertaken against other local authorities in the North East and the England average – please see the graph below.

Against this measure, North Tyneside witnessed a reduction in casualties compared with its previous year and is for the most part performing well against other North East authorities and England, having seen a substantial reduction since 2017 to a lower level than most of the comparator authorities. During this time the level in North Tyneside has remained below the England average.

Figure 3.6: Benchmarking North Tyneside against North of Tyne Combined Authority, North East Combined Authority and England (all local authorities) for Casualties per billion vehicle miles



3.6 Scheme delivery

During 2022/23 the Authority delivered:

- 7 Local Transport Plan (LTP) road safety schemes aimed at addressing local sections of highway subject to excessive speeding and improving crossing provision on busy roads;
- 2 schemes aimed at improving access to public transport;
- 26 parking improvement schemes (e.g. double yellow lines);
- 56 advisory disabled bays;
- 2 LTP sustainable travel schemes aimed at improving sustainable links: these were delivered in conjunction with the Go Smarter programme to improve links around Appletree Gardens and Shiremoor primary schools;
- 9 schemes improving Public Rights of Way; and
- cycling and rights of way infrastructure:
 - approximately 3km of improvements to dust-surfaced paths such as the Waggonways; and
 - 8 heavy vegetation cuts.

Highway maintenance work delivered in the borough is reported separately as part of the HAMP (Highway Asset Management Plan) Annual Report, which is provided to Cabinet in Autumn each year.

3.7 Road safety and speed monitoring

The Authority has a rotation programme for driver speed feedback signs ('your speed' indicators, also known as Variable Message Signs or VMS), which covers a total of 49 locations. The Authority also has a set of driver speed feedback signs that can be erected on an ad-hoc basis to help address speeding concerns as they are raised by residents. This data can be used if any issues are highlighted at these locations. The feedback signs themselves usually achieve a reduction of approximately 3-4mph, which may assist in bringing speeds into compliance with the signed speed limit, and therefore provide a positive effect for local residents.

Below are the different Driver Speed Feedback Sign rotation programmes which the Authority is currently running:

- Residents' VMS Programme
- School VMS Programme
- Ward Rotational Programme
- Ad-Hoc VMS Programme

In addition, the Authority has fixed feedback signs at the following locations:

- Beaumont Drive (St Mary's ward);
- Park Lane (Valley ward);
- Park Avenue (Whitley Bay ward);
- Battle Hill Drive (Battle Hill ward); and
- Seatonville Road (Monkseaton South ward).

The Authority undertakes an analysis of the DfT Trafficmaster data for the borough to identify roads where speeds are in excess of DfT recommended tolerances. For each of the identified roads the Authority reviews the locations to assess whether it is appropriate for any physical measures to be introduced, and to add the location to the Ad-Hoc VMS Programme and review the data collected from the VMS units.

3.8 Perceived Safety

Planning and design is crucial for creating safe and sustainable public transport options. People can be discouraged from using public transport facilities if there are safety and security issues, which reduce their quality of life by creating a barrier to using these facilities.

Nexus undertake Customer Satisfaction Surveys on the Metro and buses operating within Tyne and Wear. The feedback they have received on personal safety is below:

- Metro (average score out of 100%)
 - Your personal security approaching the station is 90%
 - Your personal security at the station is 87%
 - Your personal security on trains is 80%
- Bus (average score out of 100%) – see table below

Table 3.3: Perceptions of Safety from Nexus Customer Satisfaction Surveys on the bus in Tyne & Wear

Survey question	2021/22	2022/23	2022/23 sample size
Do you feel safe travelling on the bus in darkness?	87%	75%	1,968
Do you feel safe travelling on the bus in daylight?	99%	99%	2,627
Do you feel safe waiting at this bus station in darkness?	74%	67%	1,527
Do you feel safe waiting at this bus station in daylight?	99%	99%	2,343
Do you feel safe walking to and from this bus station in darkness?	73%	66%	1,545
Do you feel safe walking to and from this bus station in daylight?	99%	99%	2,355

Nexus also have an Insight Panel open to people living in Tyne and Wear, Northumberland and Durham, whose members are asked to complete a short online survey once a month with the results shared on the Nexus website.

In order to support personal security, Nexus, as operator of the Metro network, provides the following:

- introduction of up to 44 security officers at key times;
- regular co-ordination meetings with Police and other partners resulting in targeted interventions;
- displaying security telephone/text number at all stations and trains;
- periodic community reassurance exercises, with mobile staff on the Metro system interacting with the community;
- ensuring all stations meet the standard to comply with the relevant Safer Tram Stop/Station schemes;
- a new generation of advanced CCTV with over 720 cameras installed at all 60 stations providing crystal clear footage;
- train CCTV and body-worn cameras for staff;
- targeted patrols in areas or at times which experience higher levels of anti-social behaviour;

- roving patrols by customer services and security staff around network, and
- Metro Police Unit, British Transport Police and Neighbourhood Police teams presence around the Metro network.

During 2022/23, Nexus, in conjunction with the Authority and Northumbria Police, piloted a new anti-social behaviour initiative, Operation Maple. The project involved uniformed and plain-clothed officers using the Metro at coastal stations between Meadow Well and Northumberland Park during the spring and summer months. The project was considered successful and a 30% reduction in anti-social behaviour was recorded during its first year. Operation Maple will be rolled out for its second year during 2023/24.

In addition, at Nexus-run bus interchange facilities:

- CCTV is installed at all interchanges;
- Nexus works extensively with Youth Offending Teams with regard to intervention and diversionary methods to deter willing individuals not to reoffend; and
- Nexus has a Schools Liaison Officer who works throughout Tyne and Wear.

3.9 Air Quality

In 2023 the Authority formally adopted its [Air Quality Strategy 2023-2028](#) which specifies how the Authority will strive to improve air quality across the borough and how the effectiveness of the strategy will be monitored. The following 8 main aims are identified within the strategy:

- Aim 1: To maintain and improve air quality and health
- Aim 2: Reducing transport-related emissions
- Aim 3: To review air quality in planning policy, development and land use
- Aim 4: Reviewing and promoting reductions in emissions from fixed sources
- Aim 5: Promoting and improving health outcomes linked to air quality
- Aim 6: Encouraging public participation on air quality and informed choice on air quality and health outcomes

- Aim 7: To review and promote benefits of carbon net zero action plan on air quality
- Aim 8: improving collaborative working

The Authority also produces an annual Air Quality Status Report which reviews the air quality in the borough against the Authority's objectives and national compliance, which can be viewed on the [Air quality](#) page on the Authority's website. The 2022 report noted that levels of the relevant pollutants remained below the air quality thresholds and hence there was no requirement to declare any Air Quality Management Areas (AQMAs).

3.10 Biodiversity in scheme delivery

The Authority has a joint [Biodiversity Action Plan](#) with Newcastle City Council which identifies plans to deal with priority habitats and species within the Authority's boundaries. The plan aims to manage the natural environment effectively and protect natural resources.

Works to public rights of way and the highway network can sometimes require removal of trees or other vegetation, or heavy pruning, and occasionally involve working in sensitive areas where there is a risk of protected or priority species being present. The Authority mitigates potential impacts by ensuring works are undertaken in accordance with relevant legislation (e.g. such works being undertaken outside the bird nesting season) and ensuring that the appropriate surveys and mitigation measures are in place.

3.11 Flood action

The Authority has an operational Flood Action Plan which seeks to provide mitigation throughout the borough, based on responding in a planned way following weather warnings, and to deliver flood avoidance measures where appropriate.

The Flood Action Plan identifies highway infrastructure and properties which need to be protected, routes for deployment, a strategy for each site and the materials that need to be placed at each site. The document is reviewed on an annual basis to ensure the plan remains accurate.

4. Principle 3 – Support inclusive economic growth

The Authority is continuing to support the attractiveness of the borough's town centres and district centres as places to spend time for residents and visitors, supporting accessibility, particularly by more sustainable modes, and sense of place.

The Authority has commenced implementation of its masterplan for North Shields, which aims to transform the town centre and riverside to create an environment where people choose to live, work and spend their leisure time.



Photo 4.1: Howard Street, North Shields

The redevelopment of Northumberland Square and Howard Street, as part of the North Shields Masterplan, was completed in Summer 2022.

The scheme consisted of regenerating the area through high quality public realm improvements, including the use of traditional paving and introducing street trees and street furniture. The scheme provides a benchmark of quality for public realm improvements and creates attractive routes for residents and visitors.

In March 2023, the works to Northumberland Square and Howard Street were highly commended in the Medium Project category for the Institution of Civil Engineers (ICE) North East Robert Stephenson Awards.

Works are approaching completion of a new Transport Hub, which will involve a new bus interchange adjacent to North Shields Metro Station and a planned new town square. In addition, preliminary groundworks are taking place on the Riverside Embankment walkway.

The remaining projects for delivery over the lifetime of the masterplan include:

- Public realm improvements at Bedford Street and Saville Street
- Northumberland Square redevelopment
- Gateway improvements: East Tynemouth Road and the Law Courts; South East Fish Quay/Brew House Bank; West Howdon Road/Coach Lane/Saville Street
- Allocated housing sites: Tyne Brand mixed use site; Unicorn House residential

The masterplan also recognises the role of the Shields Ferry as an important link in the transport network serving the borough. It supports the proposed relocation of the Shields Ferry landing to a central location at the Fish Quay, linking to the Riverside Embankment walkway, as one strand of a comprehensive public transport network which will support the long-term and sustainable transformation of North Shields.

In 2021, the Authority committed in its [Our North Tyneside Plan 2021-2025](#) to bring forward masterplans for Wallsend and Whitley Bay town centre areas. The Authority has also committed to bring investment and improvements to the North West area of the borough and ensure that regeneration delivers ambition, opportunity and benefits for all residents.

During 2022/23 the Authority set out its ambitions for the [Wallsend Masterplan](#), which aims to transform the area behind 3 main themes;

- Aiming to improve the quality of the housing offer following Cabinet's plans for 5,000 affordable homes where residents can feel comfortable, secure and proud of where they live
- Improving the street scene and public spaces, making the town centre and nearby neighbourhoods a great place to live and visit
- Ensuring Wallsend residents are well connected to and well prepared for good, high quality jobs. Through adult education, apprenticeship and the transport infrastructure around the town, the Authority will ensure people in the community are supported to improve their life chances

Projects within the Wallsend Masterplan include the remodelling of Wallsend Town Square with new paving, seating, bollards, litter bins and lighting. Significant improvements to High Street West are also proposed with the aim of improving the experience for people walking, cycling and wheeling.



Photo 4.2: Visualisation of High Street West

The Authority has also commenced development of its ambition for the villages located within the North West of the borough by developing a set of priorities to guide the development of the Village Plans. The policy priorities are:

- Improve Transport Connectivity, by ensuring areas are connected and part of the public transport network
- Access to Local Services, such as healthcare, education retail and leisure
- Caring for the Environment and a Sense of Belonging, by ensuring areas are looked after and have appropriate infrastructure to support the communities

5. Principle 4 – Improve connectivity

5.1 A connected network for cycling

The North Tyneside Cycling Strategy sets out a ‘tube map’ of Strategic Cycling Routes for the borough, included at Appendix C of this report, to be accompanied by a grid of local routes which are welcoming for cycling. The Authority has delivered improvements to some of sections of the ‘tube map’ as described in Section 5.2 of the report; has obtained further external funding to deliver the Sea Front Sustainable Route, which forms part of the network; and continues to seek opportunities to deliver further sections of the borough’s cycling network.

In 2022/23 the Authority also delivered 3km of improvements to dust surfaced paths such as the Waggonways and 8 heavy vegetation cuts.

5.2 Investment in Cycling Infrastructure

The Authority has continued to invest in cycling infrastructure, including successfully obtaining external funding, to work towards its aim to support everyday cycling in the borough.

The Authority had previously secured external funding of £1.6m from the Government’s Active Travel Fund (ATF) Tranche 2, for works which reallocate road space to support cycling and walking, and £7.6m from the Transforming Cities Fund (TCF), for infrastructure measures which support cycling, walking and public transport.

During 2022/23 the Authority successfully delivered the £1.6m Active Travel Fund (ATF) Tranche 2 sustainable travel scheme on the A191 between Norham Road and Foxhunters roundabouts and on Middle Engine Lane. The works, which are located on the yellow route of the Authority’s ‘tube map’, included the following:

- Around 1km of segregated cycle lanes linking the coast from the ‘Foxhunters roundabout’ towards destinations such as Cobalt Business Park. A further 1km of segregated cycle lanes will be in place on the same section of the highway following completion of ongoing highway works associated with new housing developments at the Murton strategic site;

- A roundabout with protected space for cycling, in line with national guidance LTN 1/20, at Rake Lane–Billy Mill Lane roundabout. The scheme included crossing improvements on each of the approach arms, making it easier for people to cross the road for people walking or wheeling.

Photo 5.1: Rake Lane–Billy Mill Lane roundabout



The Authority has delivered sustainable transport improvements around Four Lane Ends Metro, bus and park and ride interchange with TCF funding. The scheme, which is located on the purple and red routes on the 'tube map', has provided a new bus lane and improved walking and cycling provision to the interchange.

In addition the Authority is delivering Routes to Metro projects, also with TCF funding, which make it easier to get to Metro stations by cycling, walking and wheeling. The Routes to Metro project linking to Northumberland Park station from the Backworth area was completed in 2022/23 and those at

Whitley Bay, Percy Main and North Shields are programmed for completion during the 2023 and 2024.

Photo 5.2: Four Lane Ends TCF scheme



Cycling provision forms part of the TCF scheme for the North Shields transport hub. Alongside the delivery of a new bus interchange, adjacent to the Metro station, and Riverside Embankment Walkway, the scheme includes up to 3km of routes suitable for cycling, which will help to promote sustainable travel to North Shields town centre and Fish Quay from wider residential areas.

In May 2022 the Authority was successful in being awarded £3.5m from ATF Tranche 3 to move ahead with plans for a permanent, segregated, two-way safe space between the North Shields Fish Quay and St Mary's Lighthouse in Whitley Bay. The scheme, known as the Sea Front Sustainable Route, will make the sea front a safer and more pleasant place to walk, wheel and cycle.

Following a successful application for further funding, works on the scheme are due to begin in Winter 2023-24, which will see the delivery of the route between Tynemouth Village and Beach Road. The remaining phases of the route will be delivered following this.

The route, which is popular with visitors and residents alike, follows the National Cycle Network route NCN1, part of the Coast and Castles cycle route, and as such forms part of the 'tube map'. The improvements will include traffic calming measures on the highway and raised crossings for easier access to the sea front.

Information on the project can be located on the Authority's [website](#).

5.3 Public transport developments

The Authority is delivering improvements which will assist and encourage public transport use in the borough. The new North Shields Transport Hub is approaching completion and will bring local buses, Metro, taxis and links to cycling infrastructure, together in the town centre, making it easier and more attractive for people to choose cleaner, greener ways to travel. Together with the planned Riverside Embankment walkway this will also support links between the town centre and the Shields Ferry, helping to support the continued operation of the ferry service and its role as a vital link for the town centre and the borough more widely.

The Authority continues to support the delivery of the regionally significant Northumberland Line major project, promoted by Northumberland County Council, which will re-introduce a passenger service on the rail line between Ashington and Newcastle, expected to commence from Summer 2024.

As part of this, construction work is underway to provide the first National Rail station in the borough at Northumberland Park, which will be located adjacent to the existing Metro station, bus stops and park and ride site.

This will support accessibility by more sustainable modes to major employment sites in North Tyneside.

Nexus has secured funding of £362m to deliver a new Metro fleet, which will improve comfort and reliability for people travelling by Metro in the borough. The Authority works with Nexus on aspects of the process to facilitate the Metro fleet replacement project. Nexus undertook surveys with users of the service which have shaped their work on train design. Trains within the new fleet will include:

- Extra seats
- Handrails in wheelchair areas
- Wall furnishings
- Double grab poles
- Floor markings for wheelchair and multi-use spaces
- Bike holders and belt clips to improve cycle storage

A [virtual tour](#) of the new carriages can be found on the Nexus website.

The first new train is expected to run on the network in late 2023, with the new trains replacing the old ones in stages. It is envisaged that the full new fleet will be in service by 2025.

The Authority continues to work with other local authorities in the region, Nexus, Transport North East and local bus operators through the North East's bus Enhanced Partnership, established in March 2023. As part of the development of the partnership, the region's Bus Service Improvement Plan (BSIP) was refreshed in November 2022. The plan outlines the North East's ambition to make bus travel attractive in preference to car travel by implementing measures to make bus journeys more affordable and practical, and enables the region to access funding for a range of planned improvements to ticketing and investment in the bus network.

6. Principle 5 – Manage demand and enable smart choice for all

6.1 Cycling infrastructure

The North Tyneside Cycling Design Guide, refreshed in June 2023, sets out minimum requirements for delivering safe, well designed cycling infrastructure that supports the Authority's aspirations for growth in cycling journeys.

The design of cycling infrastructure also takes account of the relevant national guidance (Local Transport Note LTN 1/20 'Cycling Infrastructure Design'). Standards for cycling infrastructure design will be overseen by Active Travel England, the Government's inspectorate for cycling, walking and wheeling provision.

In June 2023, Cabinet approved the refreshed North Tyneside Cycling Strategy, which now includes as an appendix the borough's first Local Cycling and Walking Infrastructure Plan (LCWIP). In line with Government guidance, the LCWIP is based on the 'tube map' routes and walking, wheeling and cycling improvements in town centres, and will assist in strengthening future bids for funding and in seeking developer funding.

As noted in Section 5.2, the Authority has been successful in obtaining significant external funding which has enabled the installation of high-quality cycling infrastructure parts of its strategic network, with more works planned to be installed during 2023/24.

The Our North Tyneside Plan 2021 to 2025 sets out the Authority's commitment to creating a green North Tyneside and increasing opportunities for safe walking and cycling, including providing a segregated cycleway at the coast, which is to be delivered through the Sea Front Sustainable Route project.

6.2 Walking and Cycling Index 2021

The [Walking and Cycling Index](#) (formerly Bike Life) is the biggest assessment of walking and cycling in urban areas in the UK and Ireland. The most recent edition was in 2021, which was also the first year that walking was included within the assessment.

The Walking and Cycling Index is completed in collaboration with 18 urban areas: one of these covers North Tyneside, Newcastle and Gateshead and is known as 'Tyneside'. The report includes information on walking and cycling data, modelling and an independent survey of 1,264 residents aged 16 or above in the area.

Findings from the 2021 report included:

- 7,500 tonnes of greenhouse gases are saved each year by people in Tyneside cycling instead of driving, equivalent to saving the carbon footprint of 16,000 flights to Tenerife
- 23% of residents do not cycle but would like to; this includes 27% of women
- 59% of residents said it would help them cycle more if protected cycle tracks were provided; currently 15% of households in the Tyneside area have cycle tracks nearby.

The Authority has been working with Sustrans and regional colleagues to collate information ahead of the next edition of the Walking and Cycling Index, which is planned for release in Spring 2024.

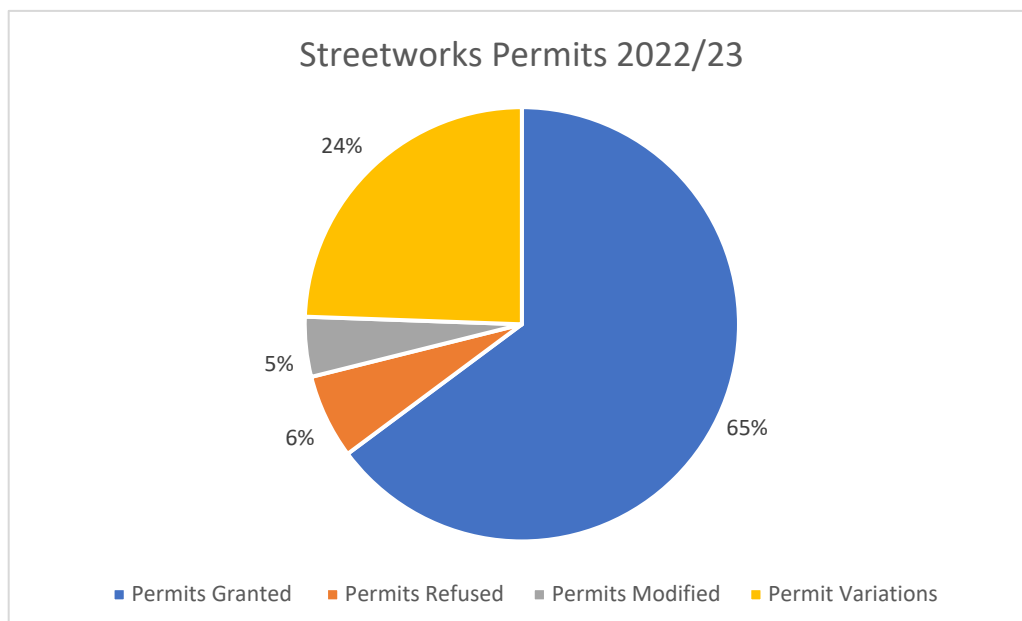
6.3 Managing streetworks

The Authority has continued to effectively manage the highway network through the Streetworks permitting system. The team consider every application received by utility companies and may challenge the request to ensure that minimal disruption is caused to North Tyneside residents and visitors.

The chart below shows that 35% (4,888) of the 13,896 permit requests received during 2022/23 have been challenged or modified through the permitting process. The majority of these are associated with identified conflicts in concurrent road works on the highway network. Those permit requests subject to modification or variation were mostly associated with challenging and changing the traffic management proposals (e.g. avoiding the use of 3-way traffic signal control where possible); hours of operation (e.g. limiting works to off-peak hours only); and clarifications around specific works extents and locations. The permit system is working well with very few over-runs occurring on the network. The compliance rate

on site is good, with very few Fixed Penalty Notices needing to be issued for non-compliance.

Figure 6.1: Streetworks Permits 2022/23



6.4 Highway network management technology

The Authority has identified areas where technology can support its network management. This assists in ensuring that traffic signals operate efficiently to the benefit of all road users.

To support this approach, the Authority has connected 42 traffic signal sites, comprising both junctions and standalone crossings at key corridors,

to the regional UTMC (Urban Traffic Management and Control) control room. The sites are also provided with additional real-time traffic counter equipment that can monitor and analyse fluctuations in demand on each approach, allowing timings to be further refined remotely by the UTMC team.

As part of the regional Transforming Cities Fund allocation, the traffic signals along bus corridors in Wallsend and Longbenton were upgraded during 2022/23. This allows for bus movements to be prioritised based on delay and occupancy, helping to improve reliability for bus users along the routes.

In 2021/22 North Tyneside was one of only 39 councils to be awarded DfT funding through the Local Council Roads Innovation Group (LCRIG). The funding was provided to maintain and update the traffic control systems that the Authority has invested in over the years. During 2022/23 the Authority utilised this funding to upgrade 11 standalone crossings at locations in Killingworth, Howdon and Whitley Bay.

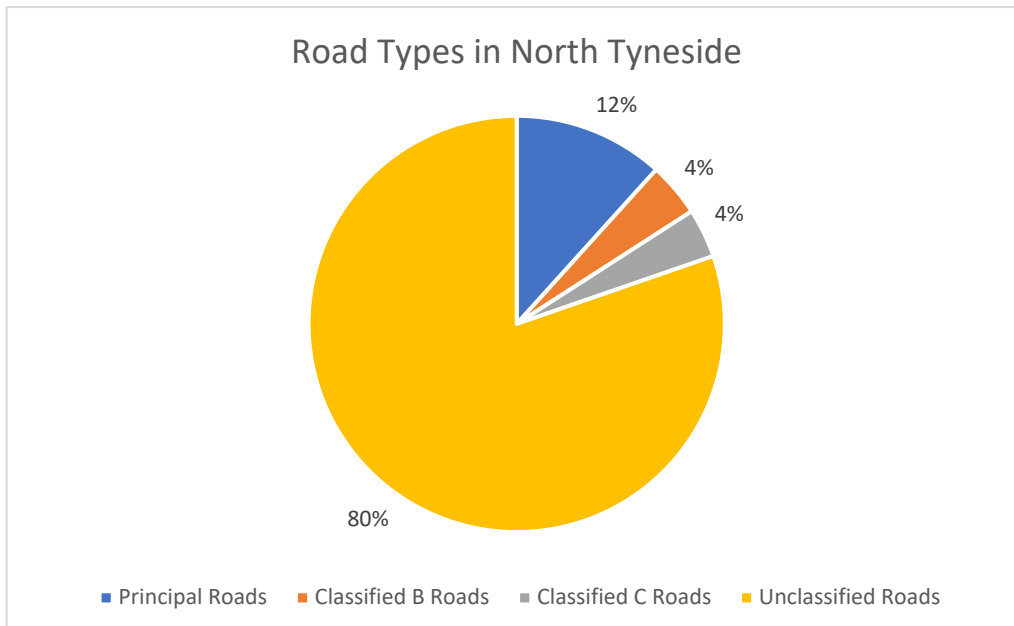
6.5 Highway maintenance

In 2022/23 there was full delivery of the annual road resurfacing programme, which includes the Additional Highway Maintenance project. In brief, delivery in 2022/23 involved:

- 45,000m² of micro-asphalt, enough to surface 3.7 miles of road;
- 52,000m² of full resurfacing schemes, enough to surface 4.72 miles of road; and
- delivery of around 13 footway improvement schemes.

The highway network incorporates roads of differing standard and class as shown in the graph below.

Figure 6.2: Road Types in North Tyneside (HAMP)



The North Tyneside Highway Asset Management Plan (HAMP) includes a commitment as Part 3 to provide an annual report on network performance in terms of maintenance and condition of assets. The annual HAMP report is submitted separately to Cabinet and therefore this report does not include further details of highway maintenance and condition.

Information on the annual HAMP report can be found on the Authority's [website](#).

7. Summary of performance

Principle 1 – Reduce carbon emissions from transport

The Authority is investing in measures which help to reduce carbon emissions to support the Authority's carbon net zero aspirations, such as trialling low temperature resurfacing in the delivery of local highway works. The Authority is also investing in electric vehicle (EV) charging infrastructure, with external funding, to facilitate the uptake of EVs in place of petrol or diesel vehicles, in accordance with the North Tyneside Zero Emission Vehicles (ZEV) Strategy.

Principle 2 – Improve health outcomes

Cycling levels in the borough have increased by 48% since the adoption of the Transport Strategy. Cycling levels in 2022 were 18.6% ahead of the Authority's target cycling growth, although they were 12% lower than in 2021, partly reflecting broader changes in travel patterns following the ending of national Covid-19 restrictions.

The Authority's 'Go Smarter' programme, which promotes healthy and active travel and delivers road safety training in schools, has engaged with the higher number of pupils since the adoption of the Transport Strategy in 2018, increasing by 14% in 2022/23. The Authority continues to work with schools on the delivery of School Streets schemes in the borough, supporting children and their families to get to school by walking, cycling or 'park and stride', and to deliver Bikeability cycling training. The annual Summer of Cycling campaign has continued to see a rise in popularity and attendance.

There was a 4% decrease in serious or fatal casualties in North Tyneside in 2022. Total casualties, including those classified as slight, were 15% above their 2021 level, which may partly relate to 2022 having been the first full year following the lifting of Covid-related national travel restrictions; however, they remained below their 2019 level (the last full year pre-Covid). The three-year average figures for 2020-22 also showed a decrease in casualties compared with the baseline.

The Authority's investment in major schemes, including measures such as traffic signals and safer crossing points at busy junctions, is likely to have

contributed to reducing the severity of casualties. The borough's road collision data compares well with other Tyne and Wear authorities and the number of cluster locations for 2020-22, as indicated by collision data, decreased to three compared with a previous level of five.

The Authority continues to invest significantly in the borough's highway network and in local road safety, network management and maintenance schemes. Air quality in the borough has been confirmed as compliant with legal standards.

Principle 3 – Support inclusive economic growth

The Authority has completed the regeneration of Northumberland Square as part of the North Shields Masterplan and has progressed with the construction of the new transport hub. The masterplan for Wallsend, which sets out three main themes to transform the town centre, has been approved by Cabinet and the Authority seeks to bring investment to the North West of the borough and ensure regeneration has benefits for all residents, in accordance with the Our North Tyneside Plan 2021-2025.

Principle 4 – Improve connectivity

The Authority delivered major projects on the network with external funding in 2022/23, involving cycling, walking and wheeling improvements on the A191 Rake Lane and Middle Engine Lane corridor and bus access and sustainable travel improvements around Four Lane Ends interchange. The Authority will continue to invest in the network, with the delivery of the Sea Front Sustainable Route, as well as cycling, walking and wheeling improvements on routes linking to Metro stations, to commence during 2023/24.

The Authority continues to support the delivery by Northumberland County Council of the Northumberland Line major project, to re-introduce a passenger service on the rail line between Ashington and Newcastle, currently programmed to commence operation in Summer 2024. The project includes a rail station in the borough at Northumberland Park, which will support accessibility to employment by more sustainable modes.

Nexus has secured funding of £362m to deliver a new Metro fleet which will improve comfort and reliability for people travelling by Metro in the borough; the Authority continues to work with Nexus on aspects of the process to facilitate this project. The first new Metro unit is anticipated to be on the network in late 2023, with the full new fleet in service by 2025.

The Authority continues to work with partners across the region on the delivery of the North East Bus Service Improvement Plan (BSIP), which enables the region to access funding for improved ticketing and investment in the bus network.

Principle 5 – Manage demand and enable smart choice for all

The Authority is committed to managing the transport network so that it operates effectively and efficiently for all highway users, including public transport, cycling, walking and wheeling.

The Authority actively manages street works requests from utilities and their contractors, with 35% of permit requests being challenged or modified in 2022/23, and a good compliance rate on site.

The Authority has been successful in obtaining external funding to maintain and update its traffic signals. Traffic signal improvements along bus corridors in Wallsend and Longbenton have been delivered, helping to improve reliability for bus users along the routes, and 11 signalised crossings in the borough were upgraded in 2022/23.

Appendix A – Transport policies and strategies

The North Tyneside Transport Strategy provides the overall strategic context for transport in the borough, as described in section 1 of the main report.

The strategy was developed with regard to the regional North East Transport Plan, approved by the North East Joint Transport Committee in March 2021. This is the statutory 'Local Transport Plan' for the North East (Durham, Northumberland and Tyne and Wear) and sets out the transport priorities for the region for the period 2021 to 2035. It includes a delivery plan of schemes to be brought forward, subject to business case, set out by time period: these include a variety of active travel, road and rail investments.

The North Tyneside Transport Strategy is supplemented by the following policies and strategies related to transport in the borough:

[Transport and Highways Supplementary Planning Document \(SPD\) – refreshed October 2022](#)

This document sets out in detail the policies and procedures adopted by the Authority with regard to the traffic and transport impacts of new development. The document focuses on the need to ensure sustainability in all new development and improved connectivity to local centres, schools and employment sites through new and enhanced infrastructure.

The document supports the housing and jobs growth requirements of the Local Plan whilst challenging developers to ensure that high standard sustainable transport infrastructure and facilities are provided as an integral part of the development.

The Travel Plan requirements for new developments have been made more rigorous to encourage developers to deliver on the robust targets outlined above and ensure the opportunity for sustainability travel is maximised from the outset.

The refreshed SPD was approved by Cabinet in October 2022 and directly supports all of the principles set out in the Transport Strategy.

[North Tyneside Parking Strategy – refreshed August 2022](#)

On average, 96% of the lifetime of a car is spent parked and parking management is an ongoing challenge. Parking forms an integral part of the Authority's transport strategy for the borough. It is essential that parking controls are transparent and consistently applied.

The North Tyneside Parking Strategy sets out a transparent assessment procedure for considering requests for restrictions and permits. The procedure aims to enable prompt decisions to be taken with clear next steps shared with an applicant.

The approach applies a "Solutions Tool" to any request that identifies the source of the problem and seeks to resolve inconsiderate parking through engagement first before parking restriction measures are considered. When inconsiderate parking is causing an acute road safety or access restriction for services these requests will be expedited. If engagement is unsuccessful at reducing the scale of the problem then requests would still result in restrictions being considered.

In relation to the design and provision of new car parking relating to developments brought forward through the planning process, the Authority's approach is set out in the Transport and Highways SPD (see above). The refreshed Parking Strategy was approved by Cabinet in August 2022 and directly supports the principles set out in the Transport Strategy.

[Highway Asset Management Plan \(HAMP\) – adopted in September 2017](#)

The local highway network is the responsibility of local highway authorities. The local highway network is the largest, most valuable and most visible infrastructure asset for which the Authority is responsible. Well maintained and accessible highway infrastructure is vital and fundamental to the economic, social and environmental wellbeing of the communities of North Tyneside. The aim to maintain a good highway network is complementary to the Our North Tyneside Council Plan and the Authority's commitment to making North Tyneside a great place to live, work and visit. Resident surveys and other feedback show that a well-maintained highway network is a high priority.

The HAMP sets out the Authority's strategic approach to highway and infrastructure maintenance. In order to provide regular information about

the highway and infrastructure the HAMP contains a commitment to provide an annual information report to Cabinet. The HAMP annual information report is presented to Cabinet in Autumn each year and provides information on work undertaken within the last 12 months, future planned activities and other items of general interest.

The HAMP supports all of the principles set out in the Transport Strategy.

[North Tyneside Cycling Strategy – refreshed June 2023](#)

Cycling is a healthy and sustainable way of making everyday journeys, which often replace motorised journeys, and supporting the demand for increased participation in cycling can boost the local economy, people's health and quality of life, helping to make North Tyneside a great place to live, work and visit.

The refreshed Strategy supports and encourages the growth of cycling in the borough, with a focus on securing further growth in everyday cycling, working in partnership to deliver projects which get more people cycling of all ages and in all areas. Wherever possible, improving the borough's infrastructure and information, delivering a programme of works which makes everyday cycling simple, safe direct and attractive and supports the growth in everyday cycling.

The refreshed Cycling Strategy includes the Authority's Local Cycling and Walking Infrastructure Plan (LCWIP) as an Appendix. The LCWIP provides a detailed review and assessment of strategic cycling routes across the borough and links for walking and wheeling in town centres.

The Cycling Strategy is supported by the North Tyneside Cycling Design Guide which provides design guidance to make sure that cycling is considered as part of all highway and regeneration projects and any new infrastructure is in line with best and emerging good practice.

The refreshed Cycling Strategy and Design Guide, approved by Cabinet in June 2023, directly support all of the principles set out in the Transport Strategy.

[North Tyneside Travel Safety Strategy – adopted March 2018](#)

The refreshed Travel Safety Strategy has broadened the previous road safety remit to consider the safety of all users of the highway including pedestrians, cyclists, horse riders, motorists and public transport patrons (bus/metro/taxi). A key aim for both the Authority's Transport Strategy and the North Tyneside Local Plan is to provide a safer environment for road users and to continue to reduce the number of people injured on the transport network in North Tyneside.

The Strategy sets out how the Council intends to further improve road safety by reviewing and improving infrastructure, increasing awareness and education of road safety matters and working in partnership to address travel safety concerns on the Authority's transport network.

The Strategy makes a commitment to report on performance against key road safety casualty reduction targets and progress against the actions set within the strategy itself. The Travel Safety Strategy was adopted by Cabinet in March 2018 and is due to be reviewed and updated in 2023/24, and directly supports the principles of the Transport Strategy.

[North Tyneside Network Management Plan – adopted October 2018](#)

The refreshed Network Management Plan sets out how the Authority intends to “manage the peaks” in highway operations using a corridor-based approach to manage demand on the network through better use of technology, promoting behavioural change and investing in infrastructure improvements when it is appropriate to do so.

The Plan focuses on 11 key routes identified that cater for the majority of journeys undertaken across the Borough. The corridor based approach will seek to deliver a comprehensive network of links between key origins and destinations for all modes of transport and support greater levels of investment, deliver wider local benefits, and increase the opportunity for securing developer contributions through the planning system.

The Authority will develop a service standard that each corridor should aim to operate at based on measurable attributes such as journey time reliability, level of delay, duration and scale of congestion relative to off-peak average journey times, public transport service level, cycling

provision and number of cyclists. The Network Management Plan is due to be reviewed and updated in 2023/24.

[North Tyneside Zero Emission Vehicles Strategy – adopted November 2021](#)

This strategy aims to support the take-up of zero emission vehicles (ZEV's, which includes both pure electric vehicles and hydrogen fuel cell vehicles) in preference to petrol or diesel vehicles in the borough.

The strategy gives background information, summarises challenges, and sets out the Authority's action plan to deliver the aims of the strategy.

[North Tyneside Home to School/College Transport Policy – reviewed May 2021](#)

Home to school/college transport involves partnership working between the Authority, transport and education providers and parents and carers. The Authority also has a duty to ensure, in certain cases, that suitable travel arrangements are made to facilitate children's attendance at relevant educational establishments.

The policy sets out how the Authority will implement an approach to reflect these considerations and provides guidelines in a clear and comprehensive manner on the procedures which are followed.

[North Tyneside Hackney Carriage and Private Hire Licensing Policy – refreshed May 2022](#)

The policy sets out how the Authority will discharge its responsibility for the licensing of hackney carriage and private hire vehicles, their drivers, and in the case of private hire vehicles their operators, within the borough.

Among its objectives are to protect consumers by making sure that vehicles are safe, clean, reliable and accessible; seeking to ensure that drivers, vehicle proprietors and private hire operators are fit and proper persons; to clarify the Authority's expectations to licensees and explain its decision-making process; to encourage environmental sustainability; and to encourage high standards of service.

The Hackney Carriage and Private Hire Licensing Policy was previously approved by Cabinet in February 2020, and was refreshed in May 2022. The document supports all of the principles set out in the Transport Strategy.

Please see attached the following Appendices to the report:

[Appendix B – Transport Strategy Data Factsheet](#)

[Appendix C – Network of Strategic Cycle Routes \(“Tube Map”\)](#)

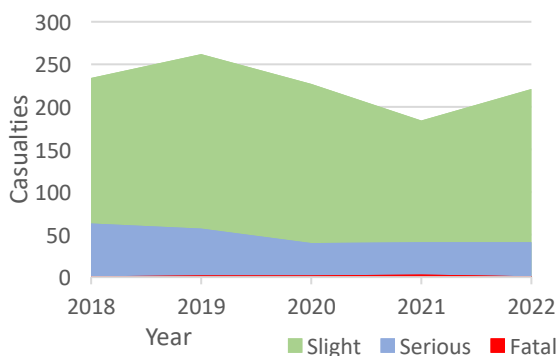
[Appendix D – 2020–2022 Collision Cluster Locations](#)

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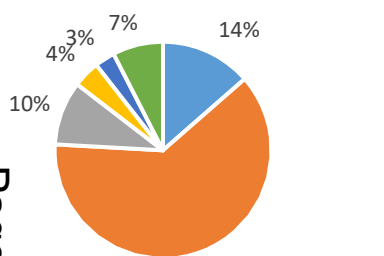
Road Safety

Severity by year 2018-2022



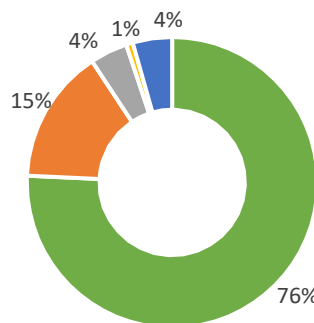
4% decrease in Serious or Fatal casualties
Total casualties were 15% above the level in 2021, however remained below 2019 level

Proportion of Collisions by Speed Limit 2022



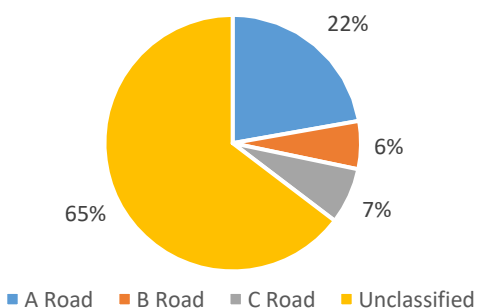
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Speed Limits in North Tyneside



There were 3 Cluster Sites in the borough in the 3 years 2020-2022, down from 5 in 2019-2021
A Cluster Site is defined by more than 5 Collisions within a 50m radius

Collisions by Road Type 2022



Sustainable Travel

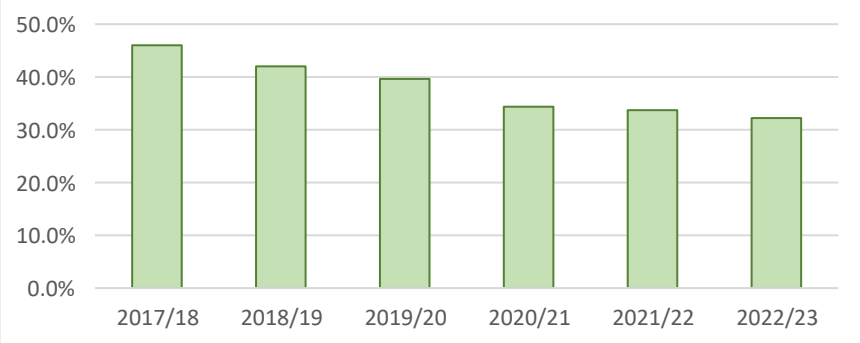
All figures are for 2022/23 academic year

Go Smarter has delivered 28 activities in 18 schools, collecting data from 30. Four trial School Streets have now been made permanent.



Latest surveys show 69% of school journeys are by sustainable modes (including secondary schools).

% of Primary school journeys by car – North Tyneside (excluding 'park and stride')



Training / education

- 11,552 school pupils received Go Smarter and/or road safety training, a 14% increase over 2021/22
- 2,407 received Bikeability Training
- 878 received Pedestrian Training course

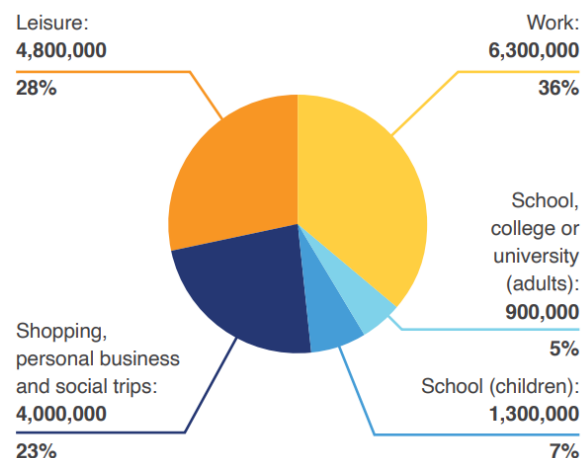


Cycling

Levels of cycling in the borough were 18.6% ahead of target cycling growth in 2022

Sustrans Regional Cycling Behaviour Survey:

2021: **17.3 million trips**

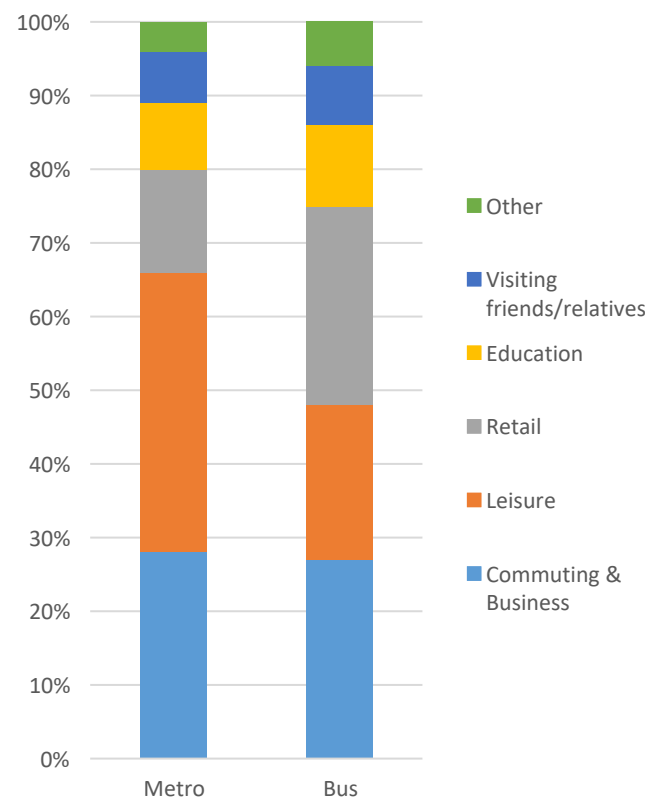


This adds up to **77.3 million miles** = 210,000 miles a day

Taken from Sustrans Tyneside Walking and Cycling Index

Travel Trends

Journey Purpose in Tyne and Wear 2022/23



Investment

Continued investment in town and district centres, with public realm improvements delivered at Howard Street and Northumberland Square as part of the North Shields Masterplan

Cycling, walking and wheeling improvements delivered, with external funding, in A191 Rake Lane and Middle Engine Lane corridor

Investment in traffic signals along bus corridors and upgrading existing crossings

Full or partial road resurfacing equivalent to 9.68 miles of road carried out in 2022/23

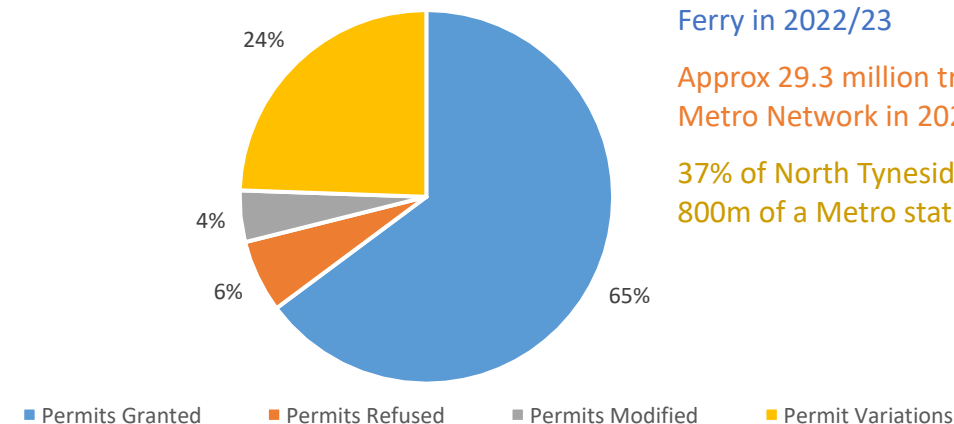
13 footway improvements delivered

26 parking improvement schemes (e.g. double yellow lines) and 56 advisory disabled bays delivered

7 Road Safety schemes, 2 Public Transport schemes, 2 Sustainable Travel schemes delivered

Network Management

Streetworks Permits 2022/23



Public Transport

382,000 trips on the Shields Ferry in 2022/23

Approx 29.3 million trips on the Metro Network in 2022/23

37% of North Tyneside is within 800m of a Metro station

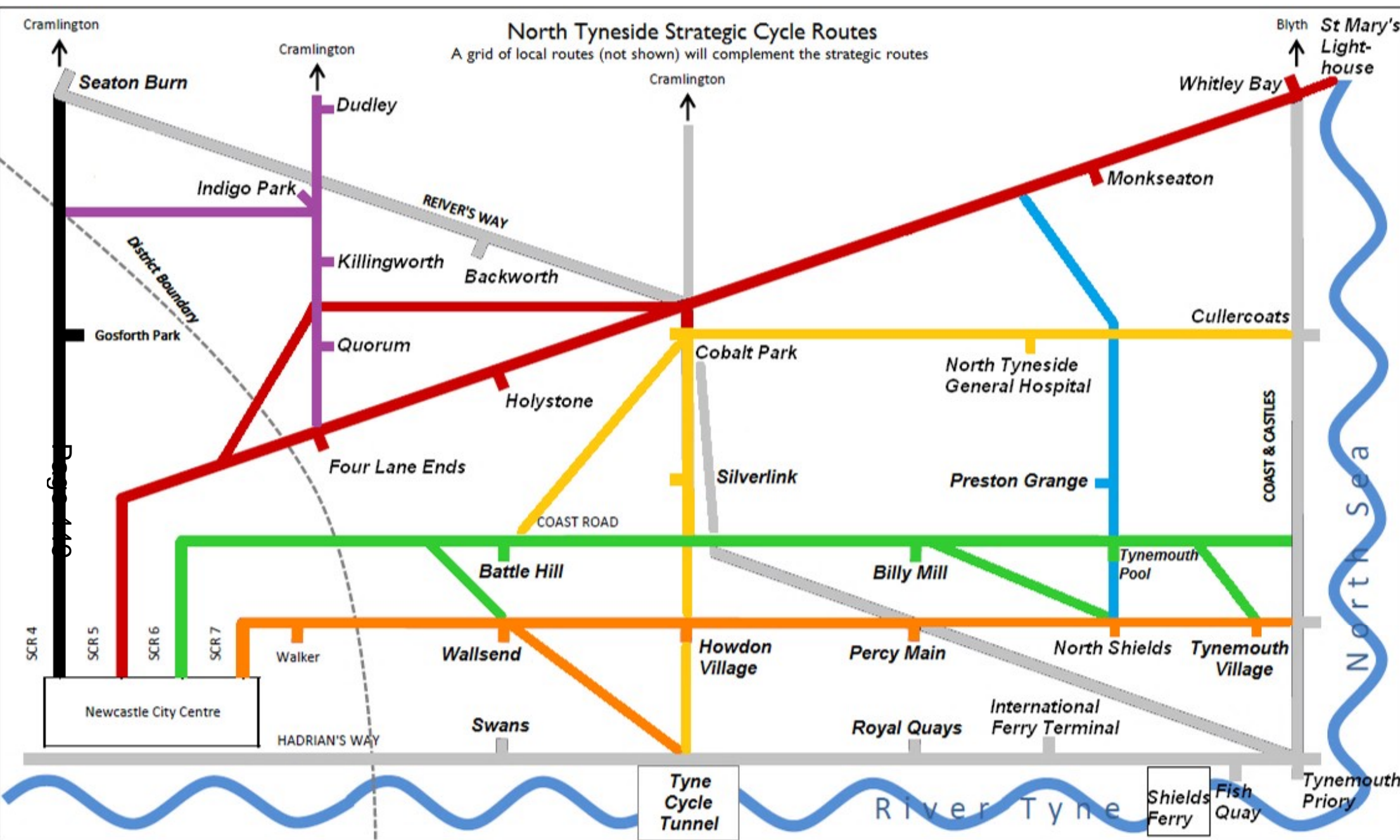
852 Taxis (hackney carriages and private hire vehicles) registered in North Tyneside

49 rotational locations covered by driver speed feedback sign ("Your Speed" sign) programme.

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North Tyneside Strategic Cycle Routes

A grid of local routes (not shown) will complement the strategic routes



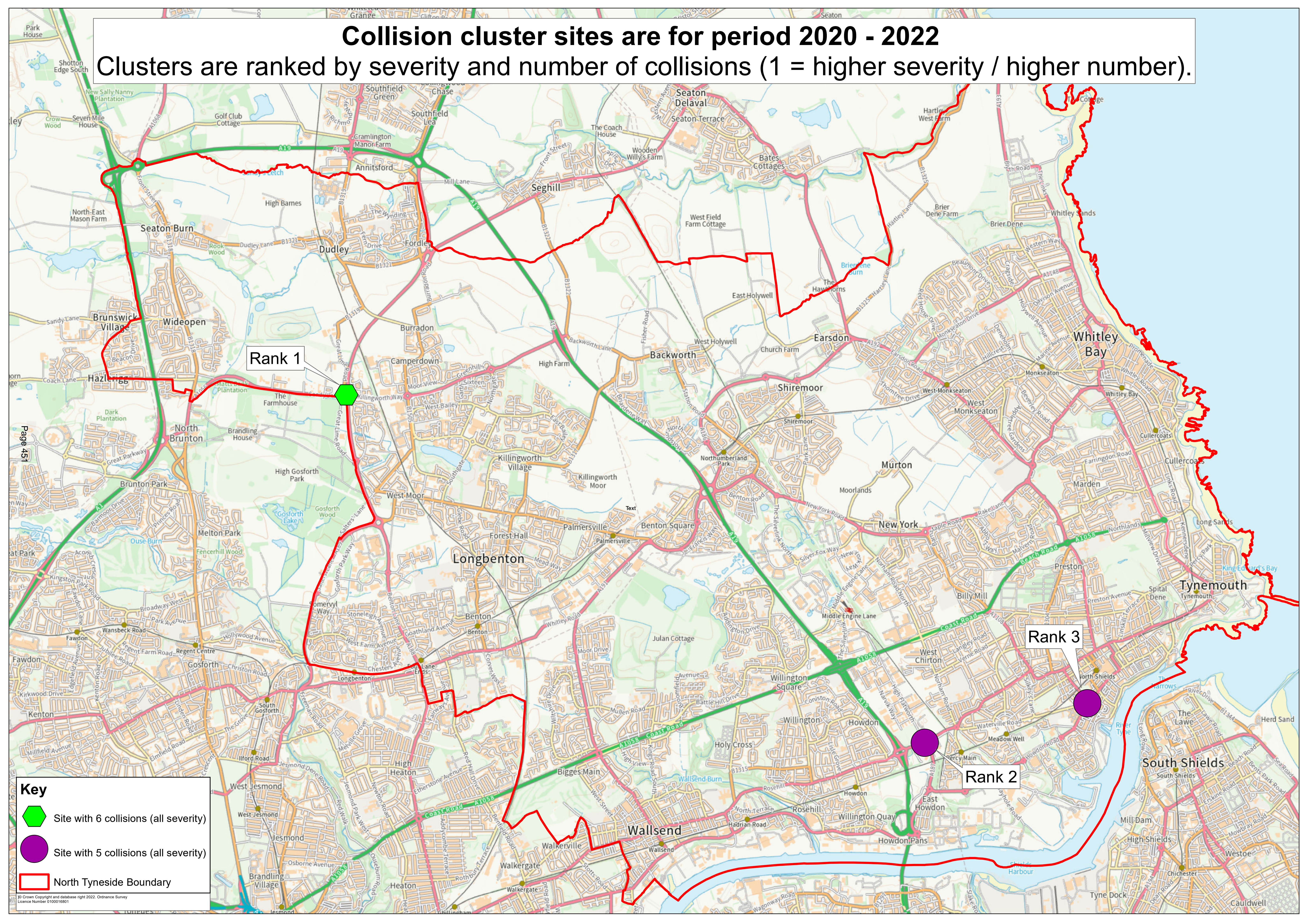
How will we deliver this?

- o Bidding for external funding for sections of route
- o Through the planning process, as new developments are brought forward
- o Through the general programme of highway schemes and regeneration schemes

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Collision cluster sites are for period 2020 - 2022

Clusters are ranked by severity and number of collisions (1 = higher severity / higher number).

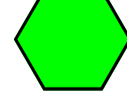




Rank 1

Rank 3

Rank 2

Key

-  Site with 6 collisions (all severity)
-  Site with 5 collisions (all severity)
-  North Tyneside Boundary

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Change Equality Impact Assessments (EqIAs)

1. Proposal details	
Name of the policy/project/process being assessed (subsequently referred to as project)	North Tyneside Transport Strategy (2021 revision) – Annual Information Report 2022/23
Purpose of project	<p>The North Tyneside Transport Strategy was first adopted by Cabinet in May 2017. The Strategy explains our transport vision and is used to: shape our future decisions, influence sub-regional, regional and national issues, support future funding bids for transport related projects or initiatives and support the implementation of the North Tyneside Local Plan.</p> <p>The outcomes to be achieved are reflected in the Transport Strategy’s five principles, which are (in the refreshed 2021 version): reduce carbon emissions from transport; improve health outcomes; support inclusive economic growth; improve connectivity; and manage demand and enable smart choices for all. The Transport Strategy seeks to benefit all users of the transport networks in the borough.</p> <p>The Transport Strategy is the overarching strategy for the Authority, which refers to subject-specific policies and strategies within it. Equality Impact Assessments will be undertaken as appropriate as those subject-specific documents are brought forward.</p> <p>An Annual Report on the Transport Strategy is presented to Cabinet, to update on progress against the five principles above. This EqIA relates to the Annual Transport Strategy Information Report as outlined in the project title.</p>
Who is the project intended to benefit?	Local residents, ward members
What outcomes should be achieved?	Monitoring the Authority’s performance against the North Tyneside Transport Strategy
Version of EqIA	1.0

Date this version created	22/08/2023	
Confidential	no	
Directorate	Regeneration and Economic Development	
Service	Regeneration and Transport	
	Name	Service or organisation
Principal author	John Cram	North Tyneside Council
Additional authors	Gary Walker	Capita

2. Groups Impacted		
Does the project impact upon?		If yes, what is the estimated number impacted? And the Level of impact this will have on the group (high, medium, low)
Service Users	no	
Carers or Family of Service Users	no	
Residents	yes	The Annual Report identifies ongoing improvements within North Tyneside which may lead to positive impacts to residents. The report itself is anticipated to have a low impact as each improvement scheme would be subject to an individual EqIA.
Visitors	no	
Staff	no	
Partner Organisations	no	

3. Evidence Gathering and Engagement		
	Internal evidence	External Evidence
What evidence has been used for this assessment?	Relevant objectives of the Authority, e.g. to take steps and seek investment to make North Tyneside carbon net-zero by 2030 (Our North Tyneside Plan); improve the street network, putting cycling and walking first (North Tyneside Transport Strategy); and to increase levels of cycling each year (North Tyneside Cycling	Views or residents expressed in successive Residents' Surveys; feedback received from enquiries made to the Authority, including social media and enquiries made by Ward Councillors; consultation responses made during the development of the North East Transport Plan.

	Strategy); promote road safety alongside healthy travel (North Tyneside Travel Safety Strategy)	
Have you carried out any engagement in relation to this proposal?	no	
If yes of what kind and with whom? If no, why not?		
Is there any information you don't have?	no	
If yes, why is this information not available?		

4. Impact on Different Characteristics			
Legally Protected Characteristics	Potential Positive Impact Identified	Potential Negative Impact Identified	Description of the potential impact/s and evidence used
Age	yes	no	The Transport Strategy aims to ensure that it has a positive impact on this characteristic in the actions that will stem from the five principles, particularly relating to safety, health and well-being; improving connectivity; and enabling smart choices. The Transport Strategy identifies a number of specific policies and strategies which will support its aims: each of these will be Equality Impact Assessed
Disability	yes	no	The Transport Strategy aims to ensure that it has a positive impact on this characteristic in the actions that will stem from the five principles, particularly relating to safety, health and well-being; improving connectivity; and enabling smart choices. The Transport Strategy identifies a number

			of specific policies and strategies which will support its aims: each of these will be Equality Impact Assessed
Gender reassignment	no	no	
Marriage & civil partnership	no	no	
Pregnancy & Maternity	no	no	
Race	no	no	
Religion or belief	no	no	
Sex	yes	no	The Transport Strategy aims to ensure that it has a positive impact on this characteristic in the actions that will stem from the five principles, particularly relating to safety, health and well-being; improving connectivity; and enabling smart choices. The Transport Strategy identifies a number of specific policies and strategies which will support its aims: each of these will be Equality Impact Assessed
Sexual Orientation	no	no	
Intersectionality	no	no	
Non-legally protected characteristic			
Carers	no	no	

5. Achievement of the Authority's public sector equality duty

Will the proposal contribute to any of the following?		If yes, how?
Eliminate unlawful discrimination, victimisation and harassment	no	
Advance equality of opportunity between people who share a protected characteristic and those who do not	yes	Elements of the Report will contribute to advancing equality of opportunity between people with a disability and those who do not have a disability, e.g. the provision of signalised crossing facilities as part of transport projects.

Foster good relations between people who share a protected characteristic and those who do not	no	
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6. Negative Impacts		
Potential negative impact	Can it be reduced or removed?	If yes how? If no, why not and what alternative options were considered and not pursued?

7. Action Plan				
Actions to gather evidence or information to improve NTC's understanding of the potential impacts on people with protected characteristics and how best to respond to them	Responsible Officer Name	Responsible Officer Service Area	Target Completion Date	Action completed
Evidence and information is gathered as part of the preparation of the Transport Strategy Annual Report. This will also inform the monitoring and review of the implementation of the Transport Strategy.	Gary Walker	Capita	14/09/2023	in progress
Actions already in place to remove or reduce potential negative impacts	Responsible Officer Name	Responsible Officer Service Area	Impact	
Not applicable			Choose an item.	

Actions that will be taken to remove or reduce potential negative impacts	Responsible Officer Name	Responsible Officer Service Area	Impact	Target Completion Date	Action completed
Not applicable			Choose an item.	Click or tap to enter a date.	Choose an item.
Actions that will be taken to make the most of any potential positive impact	Responsible Officer Name	Responsible Officer Service Area		Target Completion Date	Action completed
Evidence and information which is gathered as part of the preparation of the Transport Strategy Annual Report can be used to identify opportunities to make the most of any potential positive impact as part of the development of transport plans and programmes.	John Cram / Gary Walker	North Tyneside Council Capita		14/09/2023	in progress
Actions that will be taken to monitor the equality impact of this proposal once it is implemented	Responsible Officer Name	Responsible Officer Service Area		Target Completion Date	Action completed
Monitoring of the equality impact of the Transport Strategy will be carried out as part of the preparation of the Transport Strategy Annual Report, which involves the gathering and analysis of relevant data and applying this to the future development of transport plans and programmes.	John Cram & Gary Walker	North Tyneside Council Capita		14/02/2024	in progress

Date review of EqIA to be completed	Responsible Officer Name	Responsible Officer Service Area
16/09/2024	John Cram & Gary Walker	North Tyneside Council Capita

8. Outcome of EqIA	
Outcome	Please explain and evidence why you have reached this conclusion:
The proposal is robust, no major change is required	Several identified potential impacts are positive.

9. Corporate Equality Group Member approval	
Do you agree or disagree with this assessment?	Agree
If disagree, please explain why?	
Name of Corporate Equality Group Member	David Cunningham
Date	23/08/2023

10. Director approval	
Do you agree or disagree with this assessment?	Agree
If disagree, please explain why?	
Name of Director	John Sparkes
Date	24/08/2023

/

Please return the document to the Author and Corporate Equality Group Member.

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