



South Tyneside Council

item 2

Hebburn Community Area Forum  
1<sup>st</sup> June 2026

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## Hebburn Community Area Forum Minutes 16 February 2026

Present: Councillors: Lamonte (Chair), McCabe, Porthouse, P. Dean,  
Meling & Keegan

Apologies: Councillors: Ellison, McHugh & Smith

J Pickering (Community & Voluntary sector representative)  
Siobhan Duggan (Business Representative)

Merrik Robertson (Community and Place Development Co-ordinator),  
PC Hardy (Northumbria Police), Donald Wade (ASB and  
Neighbourhood Crime Co-Ordinator), Andy McGill (Welfare Support  
Team Manager), Tom Hall (Director of Public Health), Laura Liddell  
(Anti-Poverty Strategy Coordinator), Andrew Inch (Senior Manager  
Planning), Sandra McGurk (Community Safety and Tenancy  
Enforcement Manager), Dawn Rowland (Operations Manager - Private  
Sector Housing in Environmental Health), Anna Dixon (Senior Manager  
- Housing Strategy and Regulation), Thomas Martin (Housing Manager  
Hebburn), Emma Purvis (Senior Democracy Support Officer) & Sean  
Allen (Democracy Support Officer)

There were 39 members of the public

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At the commencement of the meeting, a minutes silence was held for the recent  
passing of former councillor J Sewell.

### 1. Declarations of Interest

**Councillor Keegan** declared a non-pecuniary interest in Item 3 – Community  
Partners Report, as a member of the Tyne and Wear Fire and Rescue  
Authority and Item 9, as the Chair of the Housing and Environment Scrutiny  
Committee. She remained in the meeting whilst the items were discussed  
and determined.

## 2. Minutes of the meeting held on 5<sup>th</sup> January 2026

Members agreed that the minutes of meeting held on 5<sup>th</sup> January 2026 were confirmed as a true record.

## 3. Community Partners Report

### Fire and Rescue Service

Jonathan Rhamanyake, Tyne and Wear Fire and Rescue Service was unable to attend, but provided reports covering the January period, cross referenced with the same period last year. The report included the following information:

### **Incidents – January 2026**

| Type of Incident                                   | 2025 | 2026 |
|----------------------------------------------------|------|------|
| Deliberate Primary Fires (excluding Road Vehicles) | 0    | 0    |
| Deliberate Primary Road vehicle Fires              | 1    | 0    |
| Deliberate Secondary Fires                         | 3    | 1    |
| All Deliberate Fires                               | 4    | 1    |

### **Incidents – Ward Breakdown of deliberate fires**

| Ward          | 2026 |
|---------------|------|
| Hebburn North | 1    |
| Hebburn South | 0    |
| Monkton       | 0    |

Hebburn – 0191 444 1321

South Shields – 0191 444 1821

Prevention and education department – 0191 444 150

### Nexus

A Stakeholder Relations Officer for Nexus was unable to attend the meeting and submitted their apologies but noted there was no updates to share.

### Northumbria Police

Inspector Hardy provided a report detailing the following between 18<sup>th</sup> December 2025 – 11<sup>th</sup> February 2026

### Burglaries

There had been 13 reported burglaries, 9 were dwellings and 4 commercial. An account of these offences was provided in the report.

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It was noted that an operation was currently ongoing to target offenders in relation to the burglaries.

### Vehicle crime

There had been 7 reports, residents were reminded to be vigilant around vehicle security as offenders appeared to be targeting newer vehicles where the mirrors are out (they automatically go in when locked on newer vehicles)

Theft from a Motor Vehicle – 1

TWOC – 2

Vehicle interference – 4

### Anti-Social Behaviour (ASB)

There had been 35 reports of anti-social behaviour in this period, which were broken down into the following:

- Neighbourly disputes – 12
- Nuisance ASB – 14
- Personal ASB - 1
- Noise complaints – 1
- Vehicle – 1
- Street Drinking – 0
- Bonfire and fireworks – 0
- Inappropriate use of public spaces - 6

Of the 35 reports of ASB, 11 had been recorded as Youth ASB.

### Motorcycle Disorder

There had been 1 report of motorcycle disorder that took place in Monkton.

Residents were encouraged to report any incidents via the 101 or tell us something section of the Northumbria Police Website. Work continued to tackle issues and utilise all relevant legislation where appropriate. Work with the council and the motorbike disorder team continued using the intelligence provided.

### Hate Crimes

There had been 7 recorded Hate Crimes within the period.

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Agreed: That the contents of the reports be noted.

Donald Wade provide an update on the ongoing work from the Council and the ASB team. He noted the joint work had resulted in an ASB reduction of 34.3%. he noted Operation Impact in conjunction with the Police had carried out enforcement which had positive actions such as a number of bikes seized and crushed, illegal cigarettes sales and other ASB crackdowns.

Sandra McGurk provided a report on the community Safety and Tenancy team, providing details of the 3<sup>rd</sup> quarter, identifying where there had been tenancy issues by social and private tenants.

The main 3 reported categories however are Noise, Harassment and Intimidation and Violence. That theme also ran across other Anti-social Behaviour teams.

It was noted that an updated Anti-Social Behaviour Policy was presented to the council Cabinet for approval which included a revised policy and clearer definitions of ASB as well as how they would be tackled. Street drinking was also being targeted with different levels of action being taken. It was raised that there was a concern that some shops were not helping that situation and actively welcoming those people. It was noted that enforcement could be applied to shops if needed and that people were encouraged to continue to report any ASB so it could be addressed.

It was noted that a report had highlighted that Hebburn had been named the 2<sup>nd</sup> safest small town in Tyne and Wear.

A member of the public raised a concern about issues that had been reported at Durham Court and the potential causes of the issues, it was noted that they were aware of these and actions were ongoing. It was asked if a Caravan that had been parked and was being lived in was part of the cause of ASB in that area and why it couldn't be moved. It was noted that it was being monitored and that removal couldn't just be carried out as it would result in people being made homeless. It was noted that a wide range of support and alternatives were being offered to those residents.

#### **4. Community Area Funding Report 2025/26**

The funding to Hebburn Community Area Forum for 2025/2026 was £250,368 which comprised:

- Environmental Capital Funding £124,998
- Housing Capital Funding £82,038
- Local Neighbourhood Scheme £43,332

| <b>Scheme and Community</b> | <b>Applicant and Purpose of Grant</b> | <b>Grant Sought (Project Cost if different)</b> | <b>Grant Awarded</b> |
|-----------------------------|---------------------------------------|-------------------------------------------------|----------------------|
|-----------------------------|---------------------------------------|-------------------------------------------------|----------------------|

|                                                |                                                                                    |                                                         |                                                                                  |
|------------------------------------------------|------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------------------------------------------------------------|
| To Build Stronger Communities<br>Hebburn North | Campbell Park Road, Wall Renewal<br>Cllr Porthouse & Cllr McHugh                   | £2,098 from HCS<br>£34,676 from ECS<br>£8,502 from LNS  | £2,098 from HCS<br>£34,676 from ECS<br>£8,502 from LNS<br><br>Agreed by Members  |
| To Build Stronger Communities<br>Hebburn South | Fountains Crescent Wall renewal to houses 10 to 24<br><br>Cllr Lamonte             | £27,346 from HCS<br>£23,071 from ECS<br>£6,111 from LNS | £27,346 from HCS<br>£23,071 from ECS<br>£6,111 from LNS<br><br>Agreed by Members |
| To Build Stronger Communities<br>Monkton       | Phase 3 Lukes Lane fencing scheme<br><br>Cllr P. Dean, Cllr Meling and Cllr Keegan | £8,002 from LNS                                         | £8,002 from LNS<br><br>Agreed by Members                                         |

## 5. CAF Management Report

Submitted: Report of CAF Management Team

The Community and Place Development Co-ordinator delivered the report to the CAF.

They provided an update on the ongoing work and advised that any new schemes.

Agreed: That the report be noted.

## 6. Information on HMOs

Andrew Inch and Dawn Rowland provided a presentation the Planning and Licencing rules around Houses of Multiple occupation.

The presentation covered the process of licensing and what was classed as a licensable HMO which was:

- Occupied by five or more persons, and
- Occupied by persons living in two or more single households

The number of residents in occupation determined whether or not the landlord of the property will required a licence from the Council or not.

If a house meets the criteria above then the owner of the property must apply to the local authority for a licence to operate (this is essentially permission to rent the property out to multiple individuals and is subject to legal and health and safety requirements).

It is an offence to operate a licensable HMO without a valid licence or submitted application – tacit consent does not apply to HMO licensing.

The aim of the Licence was to improve living standards for residents, ensure a safe and well managed accommodation, prevent poor conditions and overcrowding, ensure managers had appropriate structures in place and it provided the council with an oversight tool to identify high risk housing.

The presentation provided information on the difference between supported accommodation which was designed for individuals with complex needs in order to aid rehabilitation, stabilisation and a means to progress towards independent living.

Ordinary HMOs were a cost effective housing solution for unrelated individuals sharing facilities and was about affordability, not care and support.

The presentation noted that the council could not refuse a licence if the following conditions were met:

- The HMO is reasonably suitable for occupation by the number of persons permitted under the licence (The Licensing (HMOs and Other Houses) Regulations 2006 Sch 2)
- the licence holder is a fit and proper person
- the proposed licence holder is the most appropriate person to hold the licence
- the proposed manager, if not the licence holder, is fit and proper; and
- the proposed management arrangements are satisfactory, including that the person involved in the management of the house is competent and the funding for management is suitable.

The Council cannot refuse to grant property owners a licence for reasons such as lack of parking, desirability of tenants or anticipated anti-social behaviour (ASB) based on other HMO properties.

The report noted what the fit and proper person test entailed.

Councils must consider whether the individual has:

- Committed housing-related offences (e.g., harassment, illegal eviction).
  - Been convicted of fraud, dishonesty, or violence.
  - Breached landlord/tenant law, housing standards, or licensing conditions.
  - Been involved with properties subject to banning orders.
  - Been associated with persons who are not fit and proper, particularly where this poses risk to tenants.
  - The test is not automatic; it requires careful judgement based on evidence.
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The test was aimed at protecting the residents, maintaining community confidence and strengthening enforcement impact.

The presentation then highlighted the Planning regulations which detailed the 2 types of HMO, which is a Class C4 with no more than 6 residents, and Sui Generis which is more than 6 residents.

- Government legislation allows a dwellinghouse (Use Class C3) to be converted into a C4 HMO without planning permission –known as 'permitted development'.

- Council's Cabinet resolved in November 2025 to introduce a Borough-wide Article 4 Direction To immediately take away these permitted development rights.

- An HMO of any size and anywhere in the Borough is now subject to planning control – The Direction does not prohibit or ban new HMOs.

The presentation detailed what can and cannot be considered as part of planning applications and provided information on the local policy.

The presentation detailed that at the time of the presentation, there were 3 applications within the Hebburn CAF area for HMOs and there were 4 licences HMOs.

A number of members of the public raised the query on how residents that may be impacted by an HMO application were notified. It was advised that it was generally close neighbours and a notice of application put onto lampposts as a way of notification which was the accepted process.

Residents were given information on how they could make representation against any applications, noting that the information was on the displayed notices as well as anyone being able to search online by postcode or street to see any planning applications and that as long as they did so within the deadline set against the application, it would be taken on board.

It was explained that due to the Article 4 being imposed, any HMO had to apply for permission, however if they would have previously been allowed to make changes under permitted development and had occupants prior to the article 4 being agreed, these wouldn't need to be reviewed.

It was noted that any councillor could request the application be taken to committee, rather than be completed under delegated authority and details on who were consulted were also provided after questions were raised regarding that.

People raised concerns about HMOs from a safeguarding point of view which was noted that part of the process with the consultees was to safeguard anyone involved.

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## **7. Food Bank Presentation**

Laura Liddle, Anti Poverty strategy coordinator provided a presentation on Food Banks and Community Shops in South Tyneside.

The presentation detailed what was available throughout the borough including the food banks and community shops. There was also information on the Household Support Fund and the additional support that was offered through the council, including warm packs and support linking vulnerable people with different services.

It was noted that there was a Crisis & Resilience fund with guidance and workshops held, the last of which was in the Autumn 2025.

Members noted the support food banks had given to those in need and that the long term aim should be for more community shops to help those to become more self-sufficient where possible.

## **8. Spotlight Session – Welfare Support**

Andy McGill, Welfare Support Team Manager provided a presentation on the support offered by the Welfare support team.

It was noted that the Welfare Support Team consisted of 26 advisors and assistants providing specialist support. The team operated across South Shields, Jarrow, Hebburn and local social hubs as well as offering telephone appointments and home visits.

The services offered by the team were briefly outlined as support around benefits and casework, debt and local welfare provision including food and fuel vouchers and provision of household items. Social Navigators would work with vulnerable residents and had achieved over £1.7M in financial gains since the scheme began, in addition to non-financial outcomes such as sustaining tenancies and accessing community support.

Recent service improvements included a new, streamlined referral form, additional service provision to reach more residents and reduce waiting times, and the introduction of Lightning Reach, an online portal connecting residents to over 2,500 support organisations.

Some case studies were included to highlight the breadth of support and positive outcomes for residents.

It was explained that the team could be contacted via an online referral form, the Lightning Reach portal, calling 0191 4246040 or emailing [welfaresupport@southtyneside.gov.uk](mailto:welfaresupport@southtyneside.gov.uk).

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Members noted the great work that the department carried out and that it was important that people knew the service was for everyone, not just housing tenants.

## **9. Housing Tenancy Review**

Anna Dixon, Senior Manager – Housing Strategy and Regulation provided a verbal update on the Housing Tenancy Review. The update informed Members and the public that the review was to take place. It would be a 12 week consultation. It was also noted that within Hebburn Hub, a drop in would occur on the 26<sup>th</sup> February 2026 between 4.30-6.30 for tenants who had any queries.

The Presentation provided an overview of what was proposed as part of the review which included:

- Clearer rights under Right to Buy
- Access for essential Repairs and Maintenance
- Permission for major changes or adaptations
- Communal block living
- Mutual Exchange
- Clarification on elements already included in Tenancy Agreement

It was noted that once the consultation had concluded, any decisions would be made by the cabinet.

## **10. Hebburn Newtown Updates**

The Business representative was unable to attend the meeting.

## **11. Work Programme for the Forum**

Submitted: Report of the Director of Governance and Corporate Affairs

The members of the CAF were advised that the work programme for next year was open to suggestions that could be submitted for review.

Agreed: That the contents of the report be noted.

## **12. Chair's Urgent Items**

The Chair wishes to thank all the public and members for their attendance and their support over the year

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

The next meeting of the Forum would be agreed at the Annual Meeting of Borough Council in May 2026.

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