

# CONTRACT SCRUTINY PANEL AGENDA



**Monday 23rd January 2006**

**at 11:00 am**

**in Committee Room 'A'**

**MEMBERS: CONTRACT SCRUTINY PANEL:**

Councillors Clouth, Dr. Morris, C. Richardson, Rayner and Rogan

- 1. APOLOGIES FOR ABSENCE**
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
- 3. MINUTES**
  - 3.1 To confirm the minutes of the meeting held on 9<sup>th</sup> January, 2006 (attached)
- 4. ITEMS FOR INFORMATION**
  - 4.1 Waverly Terrace Allotments – *Acting Assistant Director (Cultural Services)*
- 5. ITEMS FOR DECISION**
  - 5.1 None
- 6. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT**
- 7. LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

## **EXEMPT ITEMS**

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

**8. ITEMS FOR INFORMATION**

8.1 None

**9. OPENING OF TENDERS**

9.1 Tenders in Respect of Waverly Terrace Allotment Scheme – *Acting Assistant Director (Cultural Services)* - (para 9)

9.2 Greatham New Play Area – *Director of Adult and Community Services* – (para 9)

**10. ANY OTHER CONFIDENTIAL ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT**

# **CONTRACT SCRUTINY PANEL**

## **MINUTES AND DECISION RECORD**

9<sup>th</sup> January 2006

**PRESENT:** Councillor Pat Rayner (In the Chair);

**OFFICERS:** John Mennear, Cultural Services Officer  
Jan Bentley, Democratic Services Officer  
Jo Wilson, Democratic Services Officer

### **86. APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillors Clouth, Dr Morris, Richardson and Rogan.

### **87. INQUORATE MEETING**

As the meeting was declared inquorate at this point, Councillor Rayner agreed that the meeting be subsequently abandoned.

P RAYNER

CHAIRMAN

## **CONTRACT SCRUTINY PANEL**

**23rd January 2006**



**Report of:** Director of Adult and Community Services

**Subject:** WAVERLEY TERRACE ALLOTMENT  
REFURBISHMENT

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### **1. PURPOSE OF REPORT**

- 1.1 To inform members of the Contract Scrutiny Panel of the forthcoming refurbishment works to the Waverley Terrace allotments will be undertaken in the first quarter of 2006, with tenders expected to be returned for opening at Scrutiny Panel in late January.

### **2. BACKGROUND**

- 2.1 The project is being funded by the NRF Fund and New Deal for Communities, it has received planning permission and the agreement of all the existing tenants.
- 2.2 The works consist of site clearance and replacement of the existing timber perimeter fence with a metal 2.4m vertical bar railing in order to address concerns regarding site security and to improve the visual impact of the allotments in regards to adjacent properties. Works will only take place to the eastern end of the existing allotments, providing refurbished plots for all existing allotment users, creating a new 12 plot site. Internal timber fencing, constructed from the recycled perimeter timber fence, will be erected to demarcate individual plots.
- 2.3 All new plots will be rationalised to provide better proportioned working areas than the existing long, narrow strips. Access to plots will be via an outer footpath consisting of compacted earth, which will be screened from the adjacent highway and residences through establishment of a hawthorn perimeter hedge. This hedge will be located along the internal perimeter, minimising the potential for vandalism and ensuring that a softened frontage can be provided to the Waverley Terrace dwellings.

- 2.4 A small informal car parking area will be included in the area adjacent to the refurbishment proposals in order to minimise conflict between allotment users and residents over parking issues. Should the demand for further allotment plots increase and should the funds be available for such work, the scheme is designed to allow for a phased approach to refurbishing the remaining allotment site. Costs for this phase of works are expected to be in the region of £40-50,000 with the total project costing in the region of £85,000.

### **3. RECOMMENDATIONS**

That the report be noted for information.