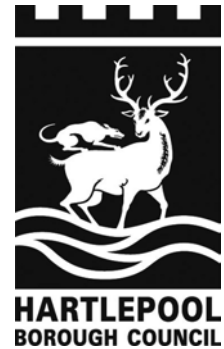


# **SCRUTINY CO-ORDINATING COMMITTEE AGENDA**



**17 October 2011**

**at 9.30 a.m.**

**in the Council Chamber**

**SCRUTINY CO-ORDINATING COMMITTEE:**

Councillors C Akers-Belcher, S Akers-Belcher, Cook, Fenwick, Griffin, James, Loynes, A Marshall, Preece, Richardson, Rogan, Shaw, Shields, Thomas, Wells and Wilcox.

Resident Representatives: Maureen Braithwaite, Evelyn Leck and John Maxwell.

- 1. APOLOGIES FOR ABSENCE**
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
- 3. MINUTES**  
None.
- 4. RESPONSES FROM THE COUNCIL, THE EXECUTIVE OR COMMITTEES OF THE COUNCIL TO REPORTS OF THE SCRUTINY COORDINATING COMMITTEE**  
No Items.
- 5. CONSIDERATION OF REQUEST FOR SCRUTINY REVIEWS FROM COUNCIL, EXECUTIVE MEMBERS AND NON EXECUTIVE MEMBERS**  
No Items.
- 6. FORWARD PLAN**

**7. CONSIDERATION OF PROGRESS REPORTS / BUDGET AND POLICY FRAMEWORK DOCUMENTS**

No Items

**8. CONSIDERATION OF FINANCIAL MONITORING/CORPORATE REPORTS**

No Items

**9. ITEMS FOR DISCUSSION**

9.1 Acclom Street Petition Review - *Scrutiny Manager*

9.2 Holdforth Road Petition Review - *Scrutiny Manager*

**10. CALL-IN REQUESTS**

**11. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT**

**ITEMS FOR INFORMATION**

- i) **Date of Next Meeting 11 September 2011, commencing at 2.00pm in the Council Chamber**

## SCRUTINY CO-ORDINATING COMMITTEE

17 October 2011



**Report of:** Scrutiny Manager

**Subject:** Acclom Street Petition Review

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### 1. PURPOSE OF THE REPORT

- 1.1 To enable Members of the Scrutiny Co-ordinating Committee to undertake a 'Petition Review', in accordance with the Authority's Petition Scheme, in relation to the petition received requesting the closure of Acclom Street, Hartlepool.

### 2. BACKGROUND INFORMATION

- 2.1 Statutory guidance places a duty on the Local Authority to respond to petitions. In fulfilling this duty, Hartlepool Borough Council formally adopted a Petition Scheme on the 10 June 2010 (with accompanying supporting guidance entitled 'Guidance Note – Duty to Respond to Petitions' to accompany the adopted scheme). Copies of each are attached at **Appendices A and B** respectively.
- 2.2 In considering a petition, the Petition Scheme requires / indicates that:-
- i) An "active petition" must relate to a "relevant matter" that is not in the opinion of the authority, vexatious, abusive or otherwise inappropriate to be dealt with.  
  
A "relevant matter" means:
    - a matter which relates to the functions of the authority, or
    - relates to an improvement in the economic, social or environmental wellbeing of the authority's area to which any of its partner authorities could contribute.
  - ii) Receipt of the petition must be acknowledged within 14 days of its submission to the Council;
  - iii) How a petition is dealt with depends on what a petition asks for and how many people have signed it, i.e. a petition must contain:

- More than 1,500 signatures before it can be debated by full Council,
  - At least 750 signatures for a Senior Officer of the Council to give evidence at a public meeting of an Overview and Scrutiny Committee (about something for which the Officer is responsible as a part of their employment).
  - Other 'active petitions' will be referred to the relevant department for consideration.
- iv) Action taken in relation to a petition could include one or more of the following:
- taking the action requested in the petition
  - considering the petition at a full Council meeting
  - holding an inquiry into the matter
  - undertaking research into the matter
  - holding a public meeting
  - holding a consultation
  - holding a meeting with petitioners
  - referring the petition for consideration by the Council's Scrutiny Co-ordinating Committee who have responsibility for scrutinising the work
  - calling a referendum
  - Council agrees to take no action

In addition to these steps, the Council will consider all the specific actions that could potentially be take on the issues highlighted in a petition. Examples of this are outlined in the Petition Scheme attached at Appendix A. If the petition is about something over which the Council has no direct control. The Council will aim to make representations on behalf of the community to the relevant body

- v) The petition organiser will be written to outlining the Councils response to the request in the petition

### 3. PETITON RECEIVED

- 3.1 Under the Council's Petition Scheme, a 40 signature petition was received in July, requesting the closure of Acclom Street / Ritchie Humphreys Drive. A copy of the letter submitted with the petition, outlining the action requested, is attached at **Appendix C**.
- 3.2 Receipt of the petition was subsequently acknowledged in line with the required timescale and the petition passed on to the Regeneration and Neighbourhoods Department for consideration / exploration of the requested action.
- 3.3 Following consideration of the petition, it was concluded that it would not be possible to implement the action requested and the petition organiser was formally notified of this decision by letter on the 19 August 2011. The petition organiser was at this time also advised of the Petition Review



process, whereby a petition organiser can, should they feel that the Council has not dealt with your petition properly, request that the Council's Scrutiny Co-ordinating Committee review the steps taken in response to your petition. A copy of this letter is attached at **Appendix D**.

- 3.4 A formal request for a petition review was subsequently received from the petition organiser on the 16 September 2011, outlining the reasons why it is felt that the petition was not dealt with properly. In accordance with the petition scheme, the petition organiser was formally notified, on the 3 October 2011, that the Scrutiny Co-ordinating Committee would be meeting on the 17 October 2011 to consider the petition review. Copies of these letters and other related correspondence is attached at **Appendix E**.

#### **4. PETITION REVIEW PROCESS – NEXT STEPS**

- 4.1 In considering the Petition Review, the Scrutiny Co-ordinating Committee must review the adequacy of the steps taken, or proposed to be taken, in response to the petition. It will not be considering the detail / content of the issue / request contained within the petition itself. In doing this, the Committee must bear in mind the list of potential steps listed in the Act, as detailed in Section 2.2(iv) of this report.
- 4.2 To assist the Committee in its review, a chronology of the process / actions implemented by the Department is attached at **Appendix F**. A formal invitation has also been extended to the petition organiser to attend today's Scrutiny Co-ordinating Committee to outline why they feel that the process for consideration of the petition has not been adequately followed.
- 4.3 Having fully discussed the grounds for the petition review, as detailed by the petition organiser, the Committee has two options:
- (i) Should the Committee be satisfied that the petition was dealt with adequately, no further action be taken;
  - (ii) Should the Committee be of the view that the petition was not dealt with adequately it can:
    - Instigate a full Scrutiny investigation;
    - Make recommendations to the Councils Executive and / or a meeting of full Council.

#### **5. RECOMMENDATIONS**

- 5.1 That consideration be given to the whether the petition was dealt with adequately by the Regeneration and Neighbourhoods Department and agree a course of action from the options identified in Section 4.3 above.

**Contact Officer:-** Joan Stevens – Scrutiny Manager  
Chief Executive's Department - Corporate Strategy  
Hartlepool Borough Council  
Tel: 01429 28 4142  
Email: joan.stevens@hartlepool.gov.uk

## **BACKGROUND PAPERS**

The following background paper was used in the preparation of this report:-

- (i) Hartlepool Borough Council's Constitution and Petition Scheme.

# Petition Scheme

## Petitions

The Council welcomes petitions and recognises that petitions are one way in which people can let us know their concerns. All petitions sent or presented to the Council will receive an acknowledgement from the Council within 14 days of receipt. This acknowledgement will set out what we plan to do with the petition.

Paper petitions can be sent to:

Democratic Civic Victoria Hartlepool TS24 8AY	Services	Team, Centre, Road,
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Or be created, signed and submitted online by going to <http://petitions.hartlepool.gov.uk>

Petitions can also be presented to a meeting of the full Council. These meetings take place on dates and times that can be found [here](#). If you would like to present your petition to the Council, or would like your local Councillor to present it on your behalf, please contact Democratic Services Team on 01429 523013 at least 10 working days before the meeting and they will assist you through that process.

## What are the guidelines for submitting a petition?

Petitions submitted to the Council must include

- a clear and concise statement covering the subject of the petition. It should state what action the petitioners wish the Council to take
- the name and address and signature of any person supporting the petition

Petitions should be accompanied by contact details, including an address, for the petition organiser. This is the person we will contact to explain how we will respond to the petition. The contact details of the petition organiser will **not** be placed on the website. If the petition does not identify a petition organiser, we will contact signatories to the petition to agree who should act as the petition organiser.

Petitions which are considered to be vexatious, abusive or otherwise inappropriate will not be accepted. If a petition does not follow the guidelines

set out above, the Council may decide not to do anything further with it. In that case, we will write to you to explain the reasons.

## **What will the Council do when it receives my petition?**

An acknowledgement will be sent to the petition organiser **within 14 days** of receiving the petition. It will let them know what we plan to do with the petition and when they can expect to hear from us again. It will also be published on our website.

If we can do what your petition asks for, the acknowledgement may confirm that we have taken the action requested and the petition will be closed. If the petition has enough signatures to trigger a Council debate, or a senior officer giving evidence, then the acknowledgment will confirm this and tell you when and where the meeting will take place. If the petition needs more investigation, we will tell you the steps we plan to take.

If the petition applies to a planning or licensing application, is a statutory petition (for example requesting a referendum on having an elected mayor), or on a matter where there is already an existing right of appeal, such as Council tax banding and non-domestic rates, other procedures apply.

We will not take action on any petition which we consider to be vexatious, abusive or otherwise inappropriate and will explain the reasons for this in our acknowledgement of the petition.

To ensure that people know what we are doing in response to the petitions we receive the details of all the petitions submitted to us will be published on our website, except in cases where this would be inappropriate. Whenever possible we will also publish all correspondence relating to the petition (all personal details will be removed). When you sign an e-petition you can elect to receive this information by email. We will not send you anything which is not relevant to the e-petition you have signed, unless you choose to receive other emails from us.

## **How will the Council respond to petitions?**

Our response to a petition will depend on what a petition asks for and how many people have signed it, but may include one or more of the following:

- taking the action requested in the petition
- considering the petition at a full Council meeting
- holding an inquiry into the matter
- undertaking research into the matter
- holding a public meeting
- holding a consultation

- holding a meeting with petitioners
- referring the petition for consideration by the Council's Scrutiny Co-ordinating Committee who have responsibility for scrutinising the work of the Council in conjunction with the five Scrutiny Forums:
  - Children's Services Scrutiny Forum
  - Regeneration Planning Services Forum
  - Adult & Community Services Scrutiny Forum
  - Health Scrutiny Forum
  - Neighbourhood Services Scrutiny Forum
- calling a referendum
- writing to the petition organiser setting out our views about the request in the petition

In addition to these steps, the Council will consider all the specific actions it can potentially take on the issues highlighted in a petition. The table below gives some examples.

Petition subject	Appropriate steps
Alcohol related crime and disorder	<p>If your petition is about crime or disorder linked to alcohol consumption, the Council will, among other measures, consider the case for placing restrictions on public drinking in the area by establishing a designated public place order or, as a last resort, imposing an alcohol disorder zone. When an alcohol disorder zone is established the licensed premises in the area where alcohol related trouble is being caused are required to contribute to the costs of extra policing in that area. The Council's response to your petition will set out the steps we intend to take and the reasons for taking this approach.</p> <p>As the elected representatives of your local area, and licensing authority, the Council has a significant role to play in tackling anti-social behaviour. The Council, in conjunction with our partners in the local crime and disorder partnership have set out minimum service standards for responding to issues of anti-social behaviour, you can find more details <a href="#">here</a>.</p>
Anti-social behaviour (ASB)	<p>When responding to petitions on ASB, we will consider in consultation with our local partners, all the options available to us including the wide range of powers and mechanisms we have to intervene as part of our role as licensing authority. For example, we will work with the partner agencies in the affected area to identify what action might be taken, consider identifying a dedicated contact within the Council to liaise on issues of ASB in the area in question.</p>

**Petition subject****Appropriate steps**

Under-performing schools

We will consider, in consultation with local partners, all the options available to us when working with schools to secure their improvement. For example, on our behalf, the school improvement partner (SIP) will play a pivotal role, challenging and brokering support for poorly performing schools. Where a school is under performing we will consider whether it is appropriate in the circumstances to issue a warning notice outlining expectations and a timeframe for the school to improve its performance standards. Other measures available to us, where schools fail to comply with a warning notice or are in an Ofsted category of notice to improve (requiring significant improvement) or special measures including; appointing additional governors, establishing an interim executive board, removal of the school's delegated budgets, requiring the school to enter into a formal contract or partnership or, only if the school is in special measures, closure.

Under-performing health services

We will work with local health partners to consider the matter raised in the petition including, where appropriate, exploring what role the Local Involvement Network (LiNK) might have in reviewing and feeding back on the issue (the LiNK is run by local individuals and community groups and independently supported - their role to find out what people want in terms of local health services, monitor those services and to use their powers to hold them to account).

If your petition is about something over which the Council has no direct control we will aim to make representations on behalf of the community to the relevant body. The Council works with a large number of [local partners](#) and where possible will work with these partners to respond to your petition. If we are not able to do this for any reason (for example if what the petition calls for conflicts with Council policy), then we will set out the reasons for this to you. You can find more information on the services for which the Council is responsible [here](#).

If your petition is about something that a different Council is responsible for we will give consideration to what the best method is for responding to it. It might consist of simply forwarding the petition to the other Council, but could involve other steps. In any event we will always notify you of the action we have taken.

## Full Council debates

If a petition contains **more than 1,500 signatures** it will be debated by the Full Council unless it is a petition asking for a senior Council officer to give evidence at a public meeting. This means that the issue raised in the petition will be discussed at a meeting which all Councillors can attend. The petition organiser will be given five minutes to present the petition at the meeting and the petition will then be discussed by Councillors for a maximum of 15 minutes. The Council will decide how to respond to the petition at this meeting. They may decide to take the action the petition requests, not to take the action requested for reasons put forward in the debate, or to commission further investigation into the matter, for example by a relevant committee. The petition organiser will receive written confirmation of this decision. This confirmation will also be published on our website.

## Officer evidence

Your petition may ask for a senior Council officer to give evidence at a public meeting about something for which the officer is responsible as part of their job. For example, your petition may ask a senior Council officer to explain progress on an issue, or to explain the advice given to elected members to enable them to make a particular decision.

If your petition contains **at least 750 signatures**, the relevant senior officer will give evidence at a public meeting of the Council's Scrutiny Committee. A list of the senior staff that can be called to give evidence can be found [here](#). You should be aware that the Scrutiny Committee may decide that it would be more appropriate for another officer to give evidence instead of any officer named in the petition - for instance if the named officer has changed jobs. Committee members will ask the questions at this meeting, but you will be able to suggest questions to the chair of the committee by contacting Democratic Services Team on 01429 523013 up to three working days before the meeting.

## E-petitions

The Council welcomes e-petitions which will be created and submitted through our website. E-petitions must follow the same guidelines as paper petitions. The petition organiser will need to provide us with their name, postal address and email address. You will also need to decide how long you would like your petition to be open for signatures. Most petitions run for six months, but you can choose a shorter or longer timeframe, up to a maximum of 12 months.

When you create an e-petition, it may take five working days before it is published online. This is because we have to check that the content of your petition is suitable before it is made available for signature.

If we feel we cannot publish your petition for some reason, we will contact you within this time to explain. You will be able to change and resubmit your petition if you wish. If you do not do this within 14 days, a summary of the petition and the reason why it has not been accepted will be published under the 'rejected petitions' section of the website.

When an e-petition has closed for signature, it will automatically be submitted to Democratic Services Team. In the same way as a paper petition, you will receive an acknowledgement within 14 days. If you would like to present your e-petition to a meeting of the Council, please contact Democratic Services Team within ten days of the petition closing.

A petition acknowledgement and response will be emailed to everyone who has signed the e-petition and elected to receive this information. The acknowledgment and response will also be published on this website.

## **How do I 'sign' an e-petition?**

You can see all the e-petitions currently available for signature by going to <http://petitions.hartlepool.gov.uk>.

When you sign an e-petition you will be asked to provide your name, your postcode and a valid email address. When you have submitted this information you will be sent an email to the email address you have provided. This email will include a link which you must click on in order to confirm the email address is valid. Once this step is complete your 'signature' will be added to the petition. People visiting the e-petition will be able to see your name in the list of those who have signed it but your contact details will not be visible. The e-petition signature process will also include a mechanism to prevent robot signatures.

## **What can I do if I feel my petition has not been dealt with properly?**

If you feel that we have not dealt with your petition properly, the petition organiser has the right to request that the Council's Scrutiny Co-ordinating Committee review the steps that the Council has taken in response to your petition.



The committee will consider your request within 30 days of receiving it. Should the committee determine we have not dealt with your petition adequately, it may use any of its powers to deal with the matter. These powers include instigating an investigation, making recommendations to the Council's Executive and arranging for the matter to be considered at a meeting of the Full Council.

Once the appeal has been considered the petition organiser will be informed of the results within seven days. The results of the review will also be published on our website.

# **GUIDANCE NOTE – DUTY TO RESPOND TO PETITIONS**

## **Introduction**

There is a statutory requirement upon principal local authorities to adopt a petition scheme and a duty to respond to those petitions. This duty follows the commitment to ‘empower’ local communities in the White Paper “Communities in Control: Real People, Real Power”. The Borough Council have adopted a petition scheme effective from 15th June, 2010 with the operation of an “e-petition” scheme scheduled to commence from 15th December, 2010. In accordance with the provisions of the Local Democracy, Economic Development and Construction Act, 2009, Hartlepool Borough Council has published its petition scheme on its website ([www.hartlepool.gov.uk](http://www.hartlepool.gov.uk)) and copies are available from the Civic Centre and other Council locations in order to bring this petition scheme to the attention of persons who live, work or study in its area.

In the statutory guidance on the duty to respond to petitions it is stated;

*“Government believe that local authorities should approach their petition scheme from a starting point of responding to all the petitions they receive. Petitions are an important tool for local people to raise concerns with their locally elected representatives and we expect petitions to trigger action where appropriate”.*

It is also indicated within the statutory guidance certain “key principles”, as follows;

- In ensuring that local people know how to express their views
- Local authorities will take action to respond to petitions
- Local people know that their views have been listened to
- Keeping prescribed requirements on Councils to a minimum, and
- Building on local authority best practice

## **The Scheme**

Anyone who lives, works or studies in a local authority area including under 18s, can organise a petition and trigger a response. All petitions sent to the Council will receive an acknowledgement **within 14 days of receipt**.

Petitions submitted to the Council must include;

- a clear concise statement covering the subject of the petition.
- what action the petitioners wish the Council to take.
- the name and address and signature of any person supporting the petition.

The petition should be accompanied by contact details, including an address for the petition organiser. This will be the person the Council will contact as to how the Council will respond to the petition.

An “active petition” must relate to a “relevant matter” that is not in the opinion of the authority, vexatious, abusive or otherwise inappropriate to be dealt with. A “relevant matter” means;

- a matter which relates to the functions of the authority, or
- relates to an improvement in the economic, social or environmental wellbeing of the authority’s area to which any of its partner authorities could contribute.

The Local Authorities (Petitions) (England) Order 2010 prescribes that the following are to be ‘excluded’ from the definition of a ‘relevant matter’, namely;

- Any matter relating to a planning decision;
- Any matter relating to a licensing decision;
- Any other matter relating to an individual or entity in respect of which that individual or entity has a right of recourse to a review or right of appeal conferred by or under any enactment.

However, a matter will not be excluded if it consists of an allegation that a function for which the authority is responsible has not been discharged at all or that its discharge has failed or is failing on a systematic basis, notwithstanding that the allegation particularly refers to a planning decision, a licensing decision or any other matter to which that individual would have recourse to a review or an appeal.

This Order also specifies the maximum number of signatures that authorities may include in their petition schemes as being required to trigger a debate with full Council, being 5% of the local population as estimated by the Office of National Statistics. The Borough Council has prescribed that a petition must contain **more than 1,500 signatures** before it will be debated by full Council. The Council has also prescribed a figure of **at least 750 signatures** for a Senior Officer of the Council to give evidence at a public meeting of an Overview and Scrutiny Committee about something for which the Officer is responsible as a part of their employment.

Among the many possible steps that a principal local authority may choose to take in response to a petition the following are required to be included within a petition scheme;

- Taking the action requested in the petition
- Considering the petition at a meeting of the authority
- Holding an inquiry
- Holding a public meeting
- Commissioning research
- A written response to the petition organiser setting out the authority’s views on the request in the petition
- Referring the petition to an Overview and Scrutiny Committee

Local authorities may choose to verify the signatures given on a petition at their discretion. Authorities are required to take into account signatures of people who provide valid addresses where they live, work or study within the local authority area, but authorities may also take account of those signatories who do not supply such information.

### **Vexatious, Abusive or Otherwise Inappropriate Petitions**

The Council will approach the petitions they receive in a positive manner. However, petitions which are in the opinion of the Council vexatious, abusive or otherwise inappropriate do not qualify for the authority to take the 'required steps' as indicated above. In making their response to a petition organiser the authority will provide reasons of why they consider that they will not be taking action through a petition being vexatious, abusive or otherwise inappropriate.

The Council's Monitoring Officer, if necessary in consultation with the Chair of Council (or the relevant Scrutiny Forum Chair) will consider whether or not a petition is vexatious. As a starting point, guidance as to whether a petition is vexatious indicates;

*"....it is a flexible balancing exercise, taking into account all the circumstances of the case. There is no rigid test or definition, and it will often be easy to recognise. The key question is whether the request is likely to cause distress, disruption or irritation, without any proper or justified cause".*

Petitions made under any other enactments, for example, those relating to the Local Government Act, 2000 concerning executive arrangements of local authorities should be dealt with according to the procedure set out in those enactments.

### **Petition Debates**

If a petition contains more than **1,500 signatures** it will be debated by the full Council unless it is a petition asking for a Senior Officer to give evidence at a public meeting through the Council's scrutiny process. At the discretion of the Chair of the Council this debate may be added to the agenda of a normal meeting of the full Council. Where a petition triggers a Council debate the Council should also consider what other steps they should take in order to ensure their response is adequate. The petition organiser will be informed in writing when the debate will be held with sufficient notice to enable their attendance. The Council will also publish details of a Council meeting on the Council's website.

The petition organiser will be given 5 minutes to present their petition and at the discretion of the Chair of the Council answer questions put by Councillors. The petition will be discussed by the Councillors for a maximum of 15 minutes, although, the Chair of the Council will have a discretion to extend this period of discussion. The debate will conclude with a decision being taken by Council in line with the best possible steps the Council may take in

response to the petition. The petition organiser will receive written notification of this decision which will also be published on the Council's website.

At the discretion of the Chair, a maximum of 2 petitions triggering a Council debate will be dealt with at any one Council meeting.

### **Officer Giving Evidence**

Local people have the right to petition a Senior Council Officer to attend a public meeting of a Council's Overview and Scrutiny Committee. The Council have decided that if a petition contains **at least 750 signatures**, a Senior Officer would have to attend the meeting, answer questions and explain how they are delivering public services. This builds upon the already existing powers of Overview and Scrutiny Committees to call before them both Members and Officers to give evidence and therefore allows members of the local community to influence the way that this particular scrutiny takes place. A list of senior staff that can be called to give evidence can be found - HBC Constitution/Constitution 2009-2010/Sections of Constitution/Man Structure Flow Chart.

Local authorities will determine which of their Officers should be called to account in this way and in order for petitions to have a meaningful impact, the more Senior Council Officers will be required to attend the meetings and give evidence. Overview and Scrutiny Committees can decide that for the purpose of addressing the concerns raised in a petition that it is more appropriate for another Officer to be called, at their absolute discretion.

Officers will not be exposed to inappropriate public scrutiny of their private lives, nor to any form of harassment or bullying. The "grounds" given in the petition must relate to their specific post and their overall responsibility to the Council and its community. An Officer will not be required to attend a meeting of Overview and Scrutiny if the person calling for attendance is deemed to be vexatious, abusive or otherwise is inappropriate.

The Council will inform the petition organiser when the Overview and Scrutiny meeting will take place with sufficient notice to allow for attendance. Should the subject of a petition be likely to lead to exposure of confidential information, a resolution under the provisions of the Local Government Act, 1972, as amended, to hold any part of the meeting in private, must be justifiable, with reasons that are made clear in notification to the petition organiser. Overview and Scrutiny Committee will thereafter make a report containing recommendations to the authority and send a copy to the petition organiser and if appropriate, the report will also be published on the Council's website.

Both in relation to a petition which triggers a full Council debate and also which calls an Officer to give evidence, if the matter specifically relates to a particular ward within the Borough, initial notification will also be given to the applicable ward Councillors.

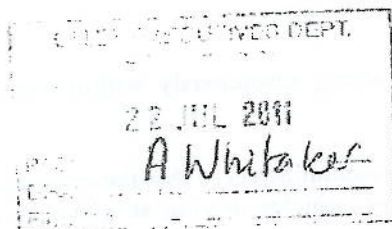
### **Petition Reviews**

Petitioners will be able to appeal to the Council's Overview and Scrutiny Committee if they feel the response from the Council is not adequate. The Overview and Scrutiny Committee will decide whether the steps taken in response to the petition were appropriate, having regard to the possible steps which can be taken in response to a petition. If the Committee has reason to be concerned about the adequacy of the Council's response it can decide to carry out a full review of the issues raised using its powers under the Local Government Act, 2000. This can include, Overview and Scrutiny arranging for the authority's response to be discussed at a meeting of full Council.

The Council will again inform the petition organiser of the results of the review, following initial consideration within 30 days of the receipt of the request for a review. The petition organiser will be informed of the outcome of the review within 7 days and the same will also be published on the Council's website.

A flow chart is appended herewith (**Appendix 1**) which details how a petition would be dealt with by the Council under various options relating to the consideration of a petition under the Council's adopted scheme.

Copy: Hartlepool Borough Council (petition)



Hartlepool

July 2011

Mr. Stephen Thomas  
 Hartlepool Councilor - Dyke House area  
 11 Lancaster Court  
 Hartlepool  
 TS24 8PS

F.A.O MR S. Thomas

Dear Sirs,

### Required Closure

I write on behalf of the new Head Way estate, Ritchie Humphreys Drive, Brian Honour Grove, Chester Road, Tommy McGuigan Gove, Harold Hornsey Square, and Micky Barron Close the residents of this estate have lived here for just over one year and have experienced several burglaries to homes, gardens, and vehicles. I myself have encountered a stolen bike and garden furniture which was secured with bolts and locked gates. Me and my neighbours have since worked together to purchase further robust locks and fencing to prevent this happening again.

Whilst writing this letter we recently learnt that a house burglary within the Drive occurred just last Friday 22<sup>nd</sup> April, I believe a car, and work van was stolen amongst other valuables. We are now working with them to purchase further security items. Most of the street are now needing to purchase burglar alarm systems, because of these sort of occurrences.

It is a new charming neighbourhood which comprises of young couples starting families in this modern estate and we strongly feel the need to have the opening from Acclom Street closed to the public and vehicles so that there is only one opening to the new estate. We regard this opening as ease of access to thieves to pass through and keep watch of our movements. We believe that this opening being closed would highly reduce the occurrences afore mentioned.

Again whilst writing this letter further vandalism and burglary has occurred. On 30<sup>th</sup> May 23:35 we witnessed a garage burglary this was reported to the police and thankfully the person was caught, further investigation is being carried out. Further to this another



three males were arrested on the same night for acting suspiciously within Ritchie Humphreys Drive.

One further matter which is crucial to the closure of Accolm Street is that the opening is being used as a cut through for all vehicles; we spot vehicles driving at a fast speed through the street where young children live.

What may be of interest is that the builders of the Head Way Estate Taylor Wimpey told many of the residents this opening would be closed prior to purchasing the house as the buyers knew this was a worry from the start. However one and a half years on as you can see the residents have suffered tremendously.

I attach a signed petition from the residents to coincide with the request.

I hope this will be in your best interest to help resolve this matter.

Yours sincerely



Katie Waugh

cc: Head Office Taylor Wimpey  
Hartlepool Borough Council Planning Department/Petition Department  
Hartlepool MP - Iain Wright

**Hartlepool Head Way Estate  
Petition  
Required Street Closure**

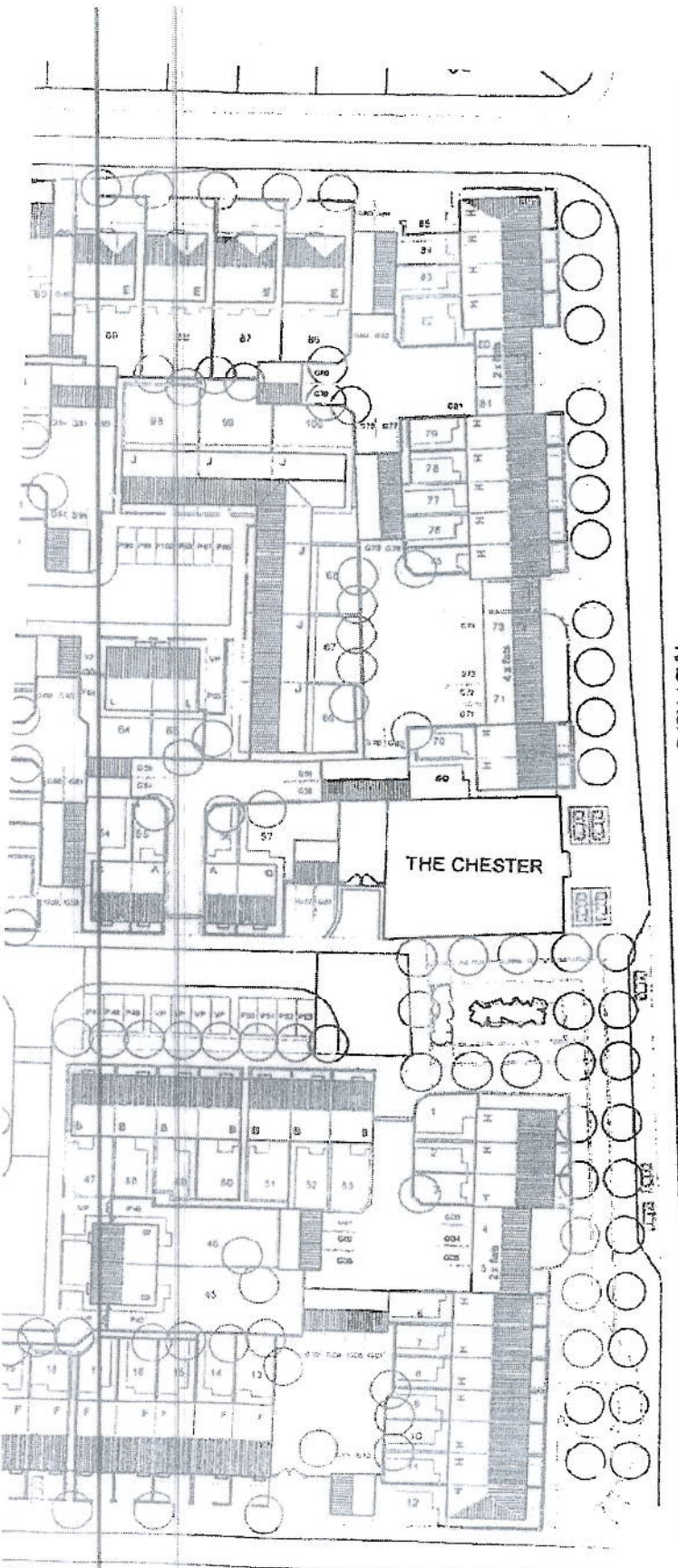
1. M. Johnson
2. ABERNETHY
3. JEFF HUGHES
4. Elaine Gooking
5. L. Poulton
6. M. Pallas
7. K. Blundell
8. T. Price
9. W. Davison
10. E. Richardson
11. N. Hunter
12. R. Jorda
13. I. JILLINGHAM
14. W. TEMPLETON
15. D. Tomlin
16. Piotr Hecinski
17. SARAH GILSON
18. CHRIS CORKIN
19. JO ATKINSON
20. Paul Harding
21. Mark Beavis
22. Sarah Windsor

- 12 Ritchie Humphreys Drive
- 10 " " "
- 8 Ritchie Humphreys Drive
- 8 Ritchie Humphreys Drive
- " " " "
- 6 Ritchie Humphreys Drive
- " "
- 4 Ritchie Humphreys Drive
- 2 " "
- 2 Ritchie Humphreys Drive
- 9 Ritchie Humphreys Drive
- 13 Ritchie Humphreys
- 17 Ritchie Humphreys Drive
19. Ritchie Humphreys Drive
- 19 " "
- 21 Ritchie Humphreys Drive
- 10 Brian Honor Ave
- 10 Brian Honor Ave
- 9 Brian Honor Ave
- 11 Brian Honor Ave
- 12 Brian Honor Ave
- 12 Brian Honor Ave

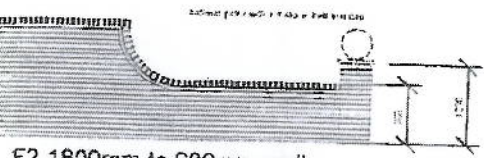
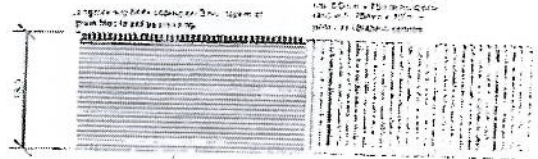
CONT'D

23. W. Ryth	5 Ritchie Humphreys Drive
24. C. Ryth	" " "
25. C. Magnan	3 Ritchie Humphreys Drive
26. D. Ryth	1 - - - - -
27. V. Ryth	1 - - - - -
28. S. Ryth	52 CHESTER ROAD
29. H. Ryth	- - - - -
30. J. CARTER	17 WYNSTAY GARDENS
31. J. CARTER	" " "
32. R. J. D. Ryth	54 CHESTER RD.
33. Ryth	" "
34. A. Olds	<del>46</del> 46 CHESTER RD.
35. M. Foster	40 CHESTER ROAD
36. P. SHEARS	30 CHESTER ROAD.
37. J. SHEARS	30 CHESTER ROAD
38. B. BARNES	28 CHESTER ROAD
39. J. BARNES	28 CHESTER ROAD.
40. K. Wagon	11 Ritchie Humphreys Drive
41. _____	_____
42. _____	_____
43. _____	_____
44. _____	_____
45. _____	_____





### Boundary Treatments



F2 1800mm to 900mm wall elevation



F3 400mm Timber low rail fence elevation



F4 1000mm Timber post and rail fence elevation



F5 Close Boarded Fence Detail



F6 900mm METAL RAILINGS

PHS

PHS AGENTS  
The City Station  
Birmingham  
Northampton  
Reading  
For all general enquiries  
Please call 01203 611100  
(weekdays 9am - 5pm)  
01203 611100 (evenings)

George Wimpey North East Ltd  
Project  
North Central; Hartlepool  
Division Title

SITE PLAN - Boundary Treatments & Paving

NTS @ A3	Feb 06	1550	14	8
<input type="checkbox"/> Preliminary	<input type="checkbox"/> Tender	<input type="checkbox"/> Construction	<input type="checkbox"/> As built	<input type="checkbox"/> Draw
				RRH



12/11  
5  
**Regeneration and Neighbourhoods Department**  
Dave Stubbs  
Director of Regeneration and Neighbourhoods

Civic Centre  
Hartlepool TS24 8AY

Tel: 01429 523301  
Fax: 01429 523308  
DX 60669 Hartlepool-1  
Email: dave.stubbs@hartlepool.gov.uk



Our Ref DS / MH

Your Ref

19<sup>th</sup> August 2011

Miss. K Waugh

Dear Miss Waugh,

**PETITION FOR ROAD CLOSURE – RITCHIE HUMPHREYS DRIVE**

Thank you for your recent letter and attached petition, submitted via Councillor Stephen Thomas, requesting the closure of Ritchie Humphreys Drive.

Council officers from Regeneration and Planning, Neighbourhood Management, Traffic and Transport and also the Police have held discussions regarding your request, and have made the following observations, in response to the points raised in your letter:-

- **Crime Prevention** – To close the road at the point suggested would prevent criminals from going to and from Acclom Street, but Ritchie Humphreys Drive is also open to Brian Honour Avenue, at the other end of the parking area. This would give an equally easy route of escape, and it isn't practical to close off all entrances within the estate to make each street self-contained, with only one entrance/ exit. Police Crime Prevention Officers are happy to work with residents where necessary, and can be contacted on 01429 405598.
- **Absence of turning head** – If the road were to be closed, this would leave vehicles from Acclom Street with nowhere to turn around, in order to exit via Chatham Road. Highway design regulations state that there must be provision for vehicles to turn round and exit in a forward gear.
- **Speeding traffic** – Ritchie Humphreys Drive already has traffic calming in place, and plans for a further traffic calming scheme on Acclom Street and Wynnstay Gardens were approved last month.
- **The road is used as a rat run by vehicles** – There are 4 other streets to the west (Wynnstay Gardens, Helmsley Street, Oakley Gardens and Ashley Gardens) that

offer a more direct route for any vehicles in the area wanting to get from Chester Rd to Chatham Rd, or vice versa.

Closing the road where there are adjacent streets would also set a precedent, potentially leading to other requests for closure.

- **The builders had advised residents that the road was to be closed –** Officers from the Council's Development Control Team have confirmed that there have never been any plans to close the road.

In view of the above issues, closing the road is not felt to be a practical solution. I appreciate that this is not the outcome you were hoping for, but hope that you can understand the reasons behind the decision.

Petitioners are able to appeal to the Council's Overview and Scrutiny Committee if you feel the response from the Council is not adequate. The Overview and Scrutiny Committee will decide whether the steps taken in response to the petition were appropriate, having regard to the possible steps which can be taken in response to a petition. If the Committee has reason to be concerned about the adequacy of the Council's response it can decide to carry out a full review of the issues raised using its powers under the Local Government Act, 2000. This can include Overview and Scrutiny arranging for the authority's response to be discussed at a meeting of full Council.

If you decide that you wish to appeal, please contact Joan Stevens, Scrutiny Manager, Civic Centre.

Yours sincerely



Dave Stubbs  
Director of Regeneration and Neighbourhoods

Copy to: Councillor Stephen Thomas  
Councillor Mary Fleet  
Councillor Linda Shields  
Iain Wright MP  
Taylor Wimpey, Lockheed Court, Preston Farm Industrial Estate, Stockton-on-Tees, Cleveland TS18 3SH

**Chief Executive's Department**

Civic Centre  
Hartlepool  
TS24 8AY

Tel: 01429 266522  
www.hartlepool.gov.uk

Our Ref:  
Your Ref:

Contact Officer: Joan Stevens  
Email: joan.stevens@hartlepool.gov.uk  
Telephone: 01429 284142



3 October 2011

Miss K Waugh

Dear Miss K Waugh

**PETITION REVIEW – CLOSURE OF ACCLOM STREET**

Further to my letter of the 19 September 2011, I can confirm that in accordance with the Council Petitions Scheme, and following discussions with the Chair of the Scrutiny Co-ordinating Committee, a date has been set for the Scrutiny Co-ordinating Committee to carry out a 'Petition Review' in relation to your petition.

The Scrutiny Co-ordinating Committee will meet on the **17 October 2011, commencing at 9.30am in the Council Chamber**. A one hour time slot has been allocated for consideration of your petition review at this meeting, commencing at **9.40am**, and I would like to formally invite you to attend and participate in discussions.

As outlined in the Council's Petition Scheme, the Scrutiny Co-ordinating Committee will at this meeting be reviewing the steps / process undertaken by the Council in responding to your petition. Please note that the Committee will not be considering the detail / content of the petition itself.

As part of the Petition Review meeting, you will be given the opportunity to explain to the Committee why you feel the process for consideration of your petition was not adequately followed, and to assist you in doing so I have enclosed a copy of the Council's Petition Scheme. Should, however, you wish to discuss in more detail the process for the meeting in general, and more specifically the submission of your views, please feel free to contact me on the number provided at the top of this letter. I would be more than willing to help in any way that I can.

Please note that a copy of the agenda and reports for the meeting on the 17 October will be circulated to you in accordance with the access to information requirements, prior to the meeting.

Yours sincerely

**Joan Stevens**  
**SCRUTINY MANAGER**



19 SEP 2011

Miss K Waugh

16<sup>th</sup> September 2011

F.A.O Mrs J Stevens,

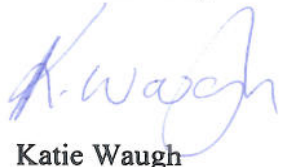
**REF: APPEAL – COUNCILS RESPONSE TO PETITION, CLOSURE OF  
ACCLOM ST.**

Dear Joan,

I wish to appeal against the council's response letter regarding a public petition raised for the closure of Acclom Street. The public do not agree with the reply received and the lack of concern as to what could happen in the future and what the residents have had to endure since moving into the new development.

The matter is now being handled by our councillors Stephen Thomas, Marry Fleet, and MP Iain Wright to resolve the issues and make a difference to the community.

Yours sincerely



Katie Waugh

Enc,

Letter issued to Hartlepool council Inc signed petition  
Response from Hartlepool council

Rec. 19 Sept  
30 days - 19 Oct.



Copy

Miss K Waugh

F.A.O MR S. Thomas

Dear Sirs,

**Required Closure**

I write on behalf of the new Head Way estate, Ritchie Humphreys Drive, Brian Honour Grove, Tommy McGuigan Gove, Harold Hornsey Square and Micky Barron Close the residents of this estate have lived here for just over a year and have experienced several burglaries to homes, gardens, and cars. I myself have encountered a stolen bike and garden furniture which was secured with bolts and locked gates. Me and my neighbours on one side have since worked together to purchase further robust locks and fencing to prevent this happening again.

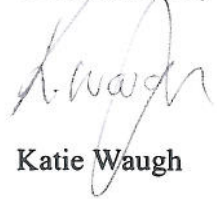
We have recently learnt that a burglary on the opposite side happened just last Friday 22<sup>nd</sup> April within the house, I believe car and work van keys were stolen. We are now working with them to purchase further fencing and locks. And most of the street are now needing to buy burglar alarm systems.

It is a new lovely neighbourhood which comprises of young couples starting families in this modern estate and we strongly feel the need to have the opening from Acclom Street closed so that there is only one opening to the new estate. We regard this opening as too much of an easy access for thieves to pass through and keep watch of our movements. We believe that this opening being closed would highly reduce these sorts of occurrences.

I attach a signed petition from the residents to coincide with the request.

I hope this will be in your best interest to help resolve this matter.

Yours sincerely



Katie Waugh

②  
Copy  
Miss K Waugh

3<sup>rd</sup> August 2011

F.A.O Mr S. Thomas

**Follow Up – Required Closure**

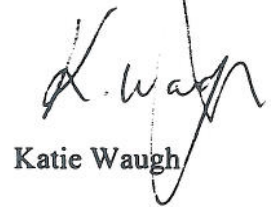
Dear Stephen

Firstly thank you for coming to our home to discuss the required closure of Acclom Street further. I was happy with the concern expressed for the estate and for the young families who have had to experience the occurrences mentioned in my first letter.

Since the meeting we have had time to reflect on what was discussed and I will be honest it would be disappointing, if not worse for bollards to be the only restriction as we believe youths would use these to sit on/hang around. As stated in my letter we would recommend the opening to be blocked to all vehicles and public to help stop the burglary incidents the traffic was a major factor of the opening however as Mary Fleet rightly stated as young couples we are more concerned on the amount of burglaries and a high wall obstruction would be the best solution.

I hope for our concerns to be voiced and look forward to hearing from you for the next stage.

Yours sincerely



Katie Waugh



CHATHAM ROAD

ACLOM STREET

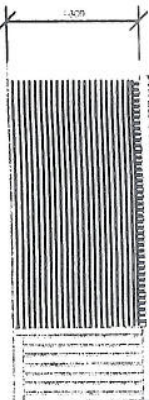
CHESTER ROAD

RABY ROAD

# Boundary Treatments

Engineering plan showing for 2 No. 300mm x 100mm posts at 1000mm centres

100mm x 100mm posts at 1000mm centres



Existing fence with 100mm x 100mm posts at 1000mm centres

F2 1800mm to 900mm wall elevation

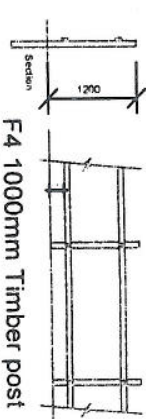


EXISTING HEAD-ON PARKING REPLACED BY SING

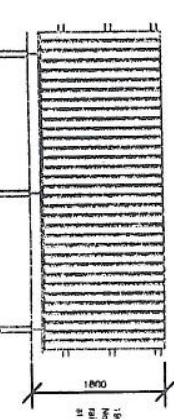
F3 400mm Timber low ra fence elevation



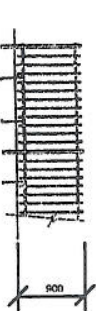
F4 1000mm Timber post and rail fence elevation



F5 Close Boarded Fence Detail



F6 900mm METAL RAILINGS



'HUB'

George Wimpey North East Ltd

North Central, Hartlepool

Site Plan - Boundary Treatments & Paving

NTS @ A3 Feb 06 1550

Preparation Tender Construction On built



**APPENDIX E2**

**Chief Executive's Department**

Civic Centre  
Hartlepool  
TS24 8AY

Tel: 01429 266522  
[www.hartlepool.gov.uk](http://www.hartlepool.gov.uk)

Our Ref:  
Your Ref:

Contact Officer: Joan Stevens  
Email: [joan.stevens@hartlepool.gov.uk](mailto:joan.stevens@hartlepool.gov.uk)  
Telephone: 01429 284142



19 September 2011

Miss K Waugh

Dear Miss Waugh

**PETITION RE. CLOSURE OF ACCLOM STREET - APPEAL**

I would like to confirm receipt of your letter dated the 16 September 2011.

Please note that work is ongoing on the identification of a meeting date, at which your appeal will be considered by Overview and Scrutiny. I will, in due course, be contacting you with details of the date and time for this meeting, and the process to be undertaken.

In the meantime, however, should you have any queries or questions please do not hesitate to contact me.

Yours sincerely

**Joan Stevens**  
**SCRUTINY MANAGER**

Copy to:

Councillor Stephen Thomas  
Councillor Mary Fleet  
Iain Wright MP

### **Acclom Street Petition Review**

Chronology of the actions taken in relation to the petition submitted.

- 26 July 2011** - Covering letter received, requesting the closure of Ritchie Humphreys Drive, at its junction with Acclom Street. The petition was signed by 40 names, from 26 different properties.
- 11 Aug 2011** - Meeting held to discuss the issues raised with appropriate officers from each service area – Crime Prevention, Traffic, Highways, Development Control, Regeneration and Neighbourhood Management.  
It was concluded that closure was impractical, due to the reasons stated in the response letter sent to the petitioner (copy attached).
- 18 Aug 2011** - Response letter sent to the petitioner from the Director of Regeneration and Neighbourhoods, advising of the discussions which had taken place and the subsequent outcome.
- 9 Sept 2011** - A public meeting was then held, involving the MP and ward councillors, to try and find a way forward. Council officers were also in attendance, and are happy to be involved and assist in any way possible.  
It is believed further discussions are to take place, but nothing has been scheduled as yet.

## SCRUTINY CO-ORDINATING COMMITTEE

17 October 2011



**Report of:** Scrutiny Manager

**Subject:** Holdforth Road Petition Review

---

### 1. PURPOSE OF THE REPORT

- 1.1 To enable Members of the Scrutiny Co-ordinating Committee to undertake a 'Petition Review', in accordance with the Authority's Petition Scheme, in relation to the petition received requesting the installation of a 'safe crossing point' in Holdforth Road, Hartlepool.

### 2. BACKGROUND INFORMATION

- 2.1 Statutory guidance places a duty on the Local Authority to respond to petitions. In fulfilling this duty, Hartlepool Borough Council formally adopted a Petition Scheme on the 10 June 2010 (with accompanying supporting guidance entitled 'Guidance Note – Duty to Respond to Petitions' to accompany the adopted scheme). Copies of each are attached at **Appendices A and B** respectively.
- 2.2 In considering a petition, the Petition Scheme requires / indicates that:-
- i) An "active petition" must relate to a "relevant matter" that is not in the opinion of the authority, vexatious, abusive or otherwise inappropriate to be dealt with.  
  
A "relevant matter" means:
    - a matter which relates to the functions of the authority, or
    - relates to an improvement in the economic, social or environmental wellbeing of the authority's area to which any of its partner authorities could contribute.
  - ii) Receipt of the petition must be acknowledged within 14 days of its submission to the Council;
  - iii) How a petition is dealt with depends on what a petition asks for and how many people have signed it, i.e. a petition must contain:

- More than 1,500 signatures before it can be debated by full Council,
  - At least 750 signatures for a Senior Officer of the Council to give evidence at a public meeting of an Overview and Scrutiny Committee (about something for which the Officer is responsible as a part of their employment).
  - Other 'active petitions' will be referred to the relevant department for consideration.
- iv) Action taken in relation to a petition could include one or more of the following:
- taking the action requested in the petition
  - considering the petition at a full Council meeting
  - holding an inquiry into the matter
  - undertaking research into the matter
  - holding a public meeting
  - holding a consultation
  - holding a meeting with petitioners
  - referring the petition for consideration by the Council's Scrutiny Co-ordinating Committee who have responsibility for scrutinising the work
  - calling a referendum
  - Council agrees to take no action

In addition to these steps, the Council will consider all the specific actions that could potentially be taken on the issues highlighted in a petition. Examples of this are outlined in the Petition Scheme attached at Appendix A. If the petition is about something over which the Council has no direct control. The Council will aim to make representations on behalf of the community to the relevant body

- v) The petition organiser will be written to outlining the Council's response to the request in the petition

### 3. PETITION RECEIVED

- 3.1 Under the Council's Petition Scheme, a 233 signature petition was received, requesting the installation of a 'safe crossing point' in Holdforth Road. A copy of the petition, including details of the action requested, is attached at **Appendix C**.
- 3.2 Receipt of the petition was subsequently acknowledged in line with the required timescale and the petition passed on to the Regeneration and Neighbourhoods Department for consideration / exploration of the requested action.
- 3.3 Following consideration of the petition, it was concluded that it would not be possible to implement the action requested and the petition organiser was formally notified of this decision by letter on the 13 September 2011. The petition organiser was at this time also advised of the Petition Review

process, whereby a petition organiser can, should they feel that the Council has not dealt with your petition properly, request that the Council's Scrutiny Co-ordinating Committee review the steps taken in response to your petition. A copy of this letter is attached at **Appendix D**.

- 3.4 A formal request for a petition review was subsequently received from the petition organiser on the 19 September 2011, outlining the reasons why it is felt that the petition was not dealt with properly. In accordance with the petition scheme, the petition organiser was formally notified, on the 3 October 2011, that the Scrutiny Co-ordinating Committee would be meeting on the 17 October 2011 to consider the petition review. Copies of these letters and other related documentation is attached at **Appendix E**.

#### **4. PETITION REVIEW PROCESS – NEXT STEPS**

- 4.1 In considering the Petition Review, the Scrutiny Co-ordinating Committee must review the adequacy of the steps taken, or proposed to be taken, in response to the petition. It will not be considering the detail / content of the issue / request contained within the petition itself. In doing this, the Committee must bear in mind the list of potential steps listed in the Act, as detailed in Section 2.2(iv) of this report.
- 4.2 To assist the Committee in its review, a chronology of the process / actions implemented by the Department is attached at **Appendix F**. A formal invitation has also been extended to the petition organiser to attend today's Scrutiny Co-ordinating Committee to outline why they feel that the process for consideration of the petition has not been adequately followed.
- 4.3 Having fully discussed the grounds for the petition review, as detailed by the petition organiser, the Committee has two options:
- (i) Should the Committee be satisfied that the petition was dealt with adequately, no further action be taken;
  - (ii) Should the Committee be of the view that the petition was not dealt with adequately it can:
    - Instigate a full Scrutiny investigation;
    - Make recommendations to the Councils Executive and / or a meeting of full Council.

#### **5. RECOMMENDATIONS**

- 5.1 That consideration be given to the whether the petition was dealt with adequately by the Regeneration and Neighbourhoods Department and agree a course of action from the options identified in Section 4.3 above.



**Contact Officer:-** Joan Stevens – Scrutiny Manager  
Chief Executive's Department - Corporate Strategy  
Hartlepool Borough Council  
Tel: 01429 28 4142  
Email: joan.stevens@hartlepool.gov.uk

## **BACKGROUND PAPERS**

The following background paper was used in the preparation of this report:-

- (i) Hartlepool Borough Council's Constitution and Petition Scheme.

# Petition Scheme

## Petitions

The Council welcomes petitions and recognises that petitions are one way in which people can let us know their concerns. All petitions sent or presented to the Council will receive an acknowledgement from the Council within 14 days of receipt. This acknowledgement will set out what we plan to do with the petition.

Paper petitions can be sent to:

Democratic Civic Victoria Hartlepool TS24 8AY	Services	Team, Centre, Road,
---	----------	---------------------------

Or be created, signed and submitted online by going to <http://petitions.hartlepool.gov.uk>

Petitions can also be presented to a meeting of the full Council. These meetings take place on dates and times that can be found [here](#). If you would like to present your petition to the Council, or would like your local Councillor to present it on your behalf, please contact Democratic Services Team on 01429 523013 at least 10 working days before the meeting and they will assist you through that process.

## What are the guidelines for submitting a petition?

Petitions submitted to the Council must include

- a clear and concise statement covering the subject of the petition. It should state what action the petitioners wish the Council to take
- the name and address and signature of any person supporting the petition

Petitions should be accompanied by contact details, including an address, for the petition organiser. This is the person we will contact to explain how we will respond to the petition. The contact details of the petition organiser will **not** be placed on the website. If the petition does not identify a petition organiser, we will contact signatories to the petition to agree who should act as the petition organiser.

Petitions which are considered to be vexatious, abusive or otherwise inappropriate will not be accepted. If a petition does not follow the guidelines

set out above, the Council may decide not to do anything further with it. In that case, we will write to you to explain the reasons.

## **What will the Council do when it receives my petition?**

An acknowledgement will be sent to the petition organiser **within 14 days** of receiving the petition. It will let them know what we plan to do with the petition and when they can expect to hear from us again. It will also be published on our website.

If we can do what your petition asks for, the acknowledgement may confirm that we have taken the action requested and the petition will be closed. If the petition has enough signatures to trigger a Council debate, or a senior officer giving evidence, then the acknowledgment will confirm this and tell you when and where the meeting will take place. If the petition needs more investigation, we will tell you the steps we plan to take.

If the petition applies to a planning or licensing application, is a statutory petition (for example requesting a referendum on having an elected mayor), or on a matter where there is already an existing right of appeal, such as Council tax banding and non-domestic rates, other procedures apply.

We will not take action on any petition which we consider to be vexatious, abusive or otherwise inappropriate and will explain the reasons for this in our acknowledgement of the petition.

To ensure that people know what we are doing in response to the petitions we receive the details of all the petitions submitted to us will be published on our website, except in cases where this would be inappropriate. Whenever possible we will also publish all correspondence relating to the petition (all personal details will be removed). When you sign an e-petition you can elect to receive this information by email. We will not send you anything which is not relevant to the e-petition you have signed, unless you choose to receive other emails from us.

## **How will the Council respond to petitions?**

Our response to a petition will depend on what a petition asks for and how many people have signed it, but may include one or more of the following:

- taking the action requested in the petition
- considering the petition at a full Council meeting
- holding an inquiry into the matter
- undertaking research into the matter
- holding a public meeting
- holding a consultation

- holding a meeting with petitioners
- referring the petition for consideration by the Council's Scrutiny Co-ordinating Committee who have responsibility for scrutinising the work of the Council in conjunction with the five Scrutiny Forums:
  - Children's Services Scrutiny Forum
  - Regeneration Planning Services Forum
  - Adult & Community Services Scrutiny Forum
  - Health Scrutiny Forum
  - Neighbourhood Services Scrutiny Forum
- calling a referendum
- writing to the petition organiser setting out our views about the request in the petition

In addition to these steps, the Council will consider all the specific actions it can potentially take on the issues highlighted in a petition. The table below gives some examples.

Petition subject	Appropriate steps
Alcohol related crime and disorder	<p>If your petition is about crime or disorder linked to alcohol consumption, the Council will, among other measures, consider the case for placing restrictions on public drinking in the area by establishing a designated public place order or, as a last resort, imposing an alcohol disorder zone. When an alcohol disorder zone is established the licensed premises in the area where alcohol related trouble is being caused are required to contribute to the costs of extra policing in that area. The Council's response to your petition will set out the steps we intend to take and the reasons for taking this approach.</p> <p>As the elected representatives of your local area, and licensing authority, the Council has a significant role to play in tackling anti-social behaviour. The Council, in conjunction with our partners in the local crime and disorder partnership have set out minimum service standards for responding to issues of anti-social behaviour, you can find more details <a href="#">here</a>.</p>
Anti-social behaviour (ASB)	<p>When responding to petitions on ASB, we will consider in consultation with our local partners, all the options available to us including the wide range of powers and mechanisms we have to intervene as part of our role as licensing authority. For example, we will work with the partner agencies in the affected area to identify what action might be taken, consider identifying a dedicated contact within the Council to liaise on issues of ASB in the area in question.</p>

**Petition subject****Appropriate steps**

Under-performing schools

We will consider, in consultation with local partners, all the options available to us when working with schools to secure their improvement. For example, on our behalf, the school improvement partner (SIP) will play a pivotal role, challenging and brokering support for poorly performing schools. Where a school is under performing we will consider whether it is appropriate in the circumstances to issue a warning notice outlining expectations and a timeframe for the school to improve its performance standards. Other measures available to us, where schools fail to comply with a warning notice or are in an Ofsted category of notice to improve (requiring significant improvement) or special measures including; appointing additional governors, establishing an interim executive board, removal of the school's delegated budgets, requiring the school to enter into a formal contract or partnership or, only if the school is in special measures, closure.

Under-performing health services

We will work with local health partners to consider the matter raised in the petition including, where appropriate, exploring what role the Local Involvement Network (LiNK) might have in reviewing and feeding back on the issue (the LiNK is run by local individuals and community groups and independently supported - their role to find out what people want in terms of local health services, monitor those services and to use their powers to hold them to account).

If your petition is about something over which the Council has no direct control we will aim to make representations on behalf of the community to the relevant body. The Council works with a large number of [local partners](#) and where possible will work with these partners to respond to your petition. If we are not able to do this for any reason (for example if what the petition calls for conflicts with Council policy), then we will set out the reasons for this to you. You can find more information on the services for which the Council is responsible [here](#).

If your petition is about something that a different Council is responsible for we will give consideration to what the best method is for responding to it. It might consist of simply forwarding the petition to the other Council, but could involve other steps. In any event we will always notify you of the action we have taken.

## Full Council debates

If a petition contains **more than 1,500 signatures** it will be debated by the Full Council unless it is a petition asking for a senior Council officer to give evidence at a public meeting. This means that the issue raised in the petition will be discussed at a meeting which all Councillors can attend. The petition organiser will be given five minutes to present the petition at the meeting and the petition will then be discussed by Councillors for a maximum of 15 minutes. The Council will decide how to respond to the petition at this meeting. They may decide to take the action the petition requests, not to take the action requested for reasons put forward in the debate, or to commission further investigation into the matter, for example by a relevant committee. The petition organiser will receive written confirmation of this decision. This confirmation will also be published on our website.

## Officer evidence

Your petition may ask for a senior Council officer to give evidence at a public meeting about something for which the officer is responsible as part of their job. For example, your petition may ask a senior Council officer to explain progress on an issue, or to explain the advice given to elected members to enable them to make a particular decision.

If your petition contains **at least 750 signatures**, the relevant senior officer will give evidence at a public meeting of the Council's Scrutiny Committee. A list of the senior staff that can be called to give evidence can be found [here](#). You should be aware that the Scrutiny Committee may decide that it would be more appropriate for another officer to give evidence instead of any officer named in the petition - for instance if the named officer has changed jobs. Committee members will ask the questions at this meeting, but you will be able to suggest questions to the chair of the committee by contacting Democratic Services Team on 01429 523013 up to three working days before the meeting.

## E-petitions

The Council welcomes e-petitions which will be created and submitted through our website. E-petitions must follow the same guidelines as paper petitions. The petition organiser will need to provide us with their name, postal address and email address. You will also need to decide how long you would like your petition to be open for signatures. Most petitions run for six months, but you can choose a shorter or longer timeframe, up to a maximum of 12 months.

When you create an e-petition, it may take five working days before it is published online. This is because we have to check that the content of your petition is suitable before it is made available for signature.

If we feel we cannot publish your petition for some reason, we will contact you within this time to explain. You will be able to change and resubmit your petition if you wish. If you do not do this within 14 days, a summary of the petition and the reason why it has not been accepted will be published under the 'rejected petitions' section of the website.

When an e-petition has closed for signature, it will automatically be submitted to Democratic Services Team. In the same way as a paper petition, you will receive an acknowledgement within 14 days. If you would like to present your e-petition to a meeting of the Council, please contact Democratic Services Team within ten days of the petition closing.

A petition acknowledgement and response will be emailed to everyone who has signed the e-petition and elected to receive this information. The acknowledgment and response will also be published on this website.

## **How do I 'sign' an e-petition?**

You can see all the e-petitions currently available for signature by going to <http://petitions.hartlepool.gov.uk>.

When you sign an e-petition you will be asked to provide your name, your postcode and a valid email address. When you have submitted this information you will be sent an email to the email address you have provided. This email will include a link which you must click on in order to confirm the email address is valid. Once this step is complete your 'signature' will be added to the petition. People visiting the e-petition will be able to see your name in the list of those who have signed it but your contact details will not be visible. The e-petition signature process will also include a mechanism to prevent robot signatures.

## **What can I do if I feel my petition has not been dealt with properly?**

If you feel that we have not dealt with your petition properly, the petition organiser has the right to request that the Council's Scrutiny Co-ordinating Committee review the steps that the Council has taken in response to your petition.

The committee will consider your request within 30 days of receiving it. Should the committee determine we have not dealt with your petition adequately, it may use any of its powers to deal with the matter. These powers include instigating an investigation, making recommendations to the Council's Executive and arranging for the matter to be considered at a meeting of the Full Council.

Once the appeal has been considered the petition organiser will be informed of the results within seven days. The results of the review will also be published on our website.



# **GUIDANCE NOTE – DUTY TO RESPOND TO PETITIONS**

## **Introduction**

There is a statutory requirement upon principal local authorities to adopt a petition scheme and a duty to respond to those petitions. This duty follows the commitment to ‘empower’ local communities in the White Paper “Communities in Control: Real People, Real Power”. The Borough Council have adopted a petition scheme effective from 15th June, 2010 with the operation of an “e-petition” scheme scheduled to commence from 15th December, 2010. In accordance with the provisions of the Local Democracy, Economic Development and Construction Act, 2009, Hartlepool Borough Council has published its petition scheme on its website ([www.hartlepool.gov.uk](http://www.hartlepool.gov.uk)) and copies are available from the Civic Centre and other Council locations in order to bring this petition scheme to the attention of persons who live, work or study in its area.

In the statutory guidance on the duty to respond to petitions it is stated;

*“Government believe that local authorities should approach their petition scheme from a starting point of responding to all the petitions they receive. Petitions are an important tool for local people to raise concerns with their locally elected representatives and we expect petitions to trigger action where appropriate”.*

It is also indicated within the statutory guidance certain “key principles”, as follows;

- In ensuring that local people know how to express their views
- Local authorities will take action to respond to petitions
- Local people know that their views have been listened to
- Keeping prescribed requirements on Councils to a minimum, and
- Building on local authority best practice

## **The Scheme**

Anyone who lives, works or studies in a local authority area including under 18s, can organise a petition and trigger a response. All petitions sent to the Council will receive an acknowledgement **within 14 days of receipt**.

Petitions submitted to the Council must include;

- a clear concise statement covering the subject of the petition.
- what action the petitioners wish the Council to take.
- the name and address and signature of any person supporting the petition.

The petition should be accompanied by contact details, including an address for the petition organiser. This will be the person the Council will contact as to how the Council will respond to the petition.

An “active petition” must relate to a “relevant matter” that is not in the opinion of the authority, vexatious, abusive or otherwise inappropriate to be dealt with. A “relevant matter” means;

- a matter which relates to the functions of the authority, or
- relates to an improvement in the economic, social or environmental wellbeing of the authority’s area to which any of its partner authorities could contribute.

The Local Authorities (Petitions) (England) Order 2010 prescribes that the following are to be ‘excluded’ from the definition of a ‘relevant matter’, namely;

- Any matter relating to a planning decision;
- Any matter relating to a licensing decision;
- Any other matter relating to an individual or entity in respect of which that individual or entity has a right of recourse to a review or right of appeal conferred by or under any enactment.

However, a matter will not be excluded if it consists of an allegation that a function for which the authority is responsible has not been discharged at all or that its discharge has failed or is failing on a systematic basis, notwithstanding that the allegation particularly refers to a planning decision, a licensing decision or any other matter to which that individual would have recourse to a review or an appeal.

This Order also specifies the maximum number of signatures that authorities may include in their petition schemes as being required to trigger a debate with full Council, being 5% of the local population as estimated by the Office of National Statistics. The Borough Council has prescribed that a petition must contain **more than 1,500 signatures** before it will be debated by full Council. The Council has also prescribed a figure of **at least 750 signatures** for a Senior Officer of the Council to give evidence at a public meeting of an Overview and Scrutiny Committee about something for which the Officer is responsible as a part of their employment.

Among the many possible steps that a principal local authority may choose to take in response to a petition the following are required to be included within a petition scheme;

- Taking the action requested in the petition
- Considering the petition at a meeting of the authority
- Holding an inquiry
- Holding a public meeting
- Commissioning research
- A written response to the petition organiser setting out the authority’s views on the request in the petition
- Referring the petition to an Overview and Scrutiny Committee

Local authorities may choose to verify the signatures given on a petition at their discretion. Authorities are required to take into account signatures of people who provide valid addresses where they live, work or study within the local authority area, but authorities may also take account of those signatories who do not supply such information.

### **Vexatious, Abusive or Otherwise Inappropriate Petitions**

The Council will approach the petitions they receive in a positive manner. However, petitions which are in the opinion of the Council vexatious, abusive or otherwise inappropriate do not qualify for the authority to take the 'required steps' as indicated above. In making their response to a petition organiser the authority will provide reasons of why they consider that they will not be taking action through a petition being vexatious, abusive or otherwise inappropriate.

The Council's Monitoring Officer, if necessary in consultation with the Chair of Council (or the relevant Scrutiny Forum Chair) will consider whether or not a petition is vexatious. As a starting point, guidance as to whether a petition is vexatious indicates;

*"....it is a flexible balancing exercise, taking into account all the circumstances of the case. There is no rigid test or definition, and it will often be easy to recognise. The key question is whether the request is likely to cause distress, disruption or irritation, without any proper or justified cause".*

Petitions made under any other enactments, for example, those relating to the Local Government Act, 2000 concerning executive arrangements of local authorities should be dealt with according to the procedure set out in those enactments.

### **Petition Debates**

If a petition contains more than **1,500 signatures** it will be debated by the full Council unless it is a petition asking for a Senior Officer to give evidence at a public meeting through the Council's scrutiny process. At the discretion of the Chair of the Council this debate may be added to the agenda of a normal meeting of the full Council. Where a petition triggers a Council debate the Council should also consider what other steps they should take in order to ensure their response is adequate. The petition organiser will be informed in writing when the debate will be held with sufficient notice to enable their attendance. The Council will also publish details of a Council meeting on the Council's website.

The petition organiser will be given 5 minutes to present their petition and at the discretion of the Chair of the Council answer questions put by Councillors. The petition will be discussed by the Councillors for a maximum of 15 minutes, although, the Chair of the Council will have a discretion to extend this period of discussion. The debate will conclude with a decision being taken by Council in line with the best possible steps the Council may take in

response to the petition. The petition organiser will receive written notification of this decision which will also be published on the Council's website.

At the discretion of the Chair, a maximum of 2 petitions triggering a Council debate will be dealt with at any one Council meeting.

### **Officer Giving Evidence**

Local people have the right to petition a Senior Council Officer to attend a public meeting of a Council's Overview and Scrutiny Committee. The Council have decided that if a petition contains **at least 750 signatures**, a Senior Officer would have to attend the meeting, answer questions and explain how they are delivering public services. This builds upon the already existing powers of Overview and Scrutiny Committees to call before them both Members and Officers to give evidence and therefore allows members of the local community to influence the way that this particular scrutiny takes place. A list of senior staff that can be called to give evidence can be found - HBC Constitution/Constitution 2009-2010/Sections of Constitution/Man Structure Flow Chart.

Local authorities will determine which of their Officers should be called to account in this way and in order for petitions to have a meaningful impact, the more Senior Council Officers will be required to attend the meetings and give evidence. Overview and Scrutiny Committees can decide that for the purpose of addressing the concerns raised in a petition that it is more appropriate for another Officer to be called, at their absolute discretion.

Officers will not be exposed to inappropriate public scrutiny of their private lives, nor to any form of harassment or bullying. The "grounds" given in the petition must relate to their specific post and their overall responsibility to the Council and its community. An Officer will not be required to attend a meeting of Overview and Scrutiny if the person calling for attendance is deemed to be vexatious, abusive or otherwise is inappropriate.

The Council will inform the petition organiser when the Overview and Scrutiny meeting will take place with sufficient notice to allow for attendance. Should the subject of a petition be likely to lead to exposure of confidential information, a resolution under the provisions of the Local Government Act, 1972, as amended, to hold any part of the meeting in private, must be justifiable, with reasons that are made clear in notification to the petition organiser. Overview and Scrutiny Committee will thereafter make a report containing recommendations to the authority and send a copy to the petition organiser and if appropriate, the report will also be published on the Council's website.

Both in relation to a petition which triggers a full Council debate and also which calls an Officer to give evidence, if the matter specifically relates to a particular ward within the Borough, initial notification will also be given to the applicable ward Councillors.

### **Petition Reviews**

Petitioners will be able to appeal to the Council's Overview and Scrutiny Committee if they feel the response from the Council is not adequate. The Overview and Scrutiny Committee will decide whether the steps taken in response to the petition were appropriate, having regard to the possible steps which can be taken in response to a petition. If the Committee has reason to be concerned about the adequacy of the Council's response it can decide to carry out a full review of the issues raised using its powers under the Local Government Act, 2000. This can include, Overview and Scrutiny arranging for the authority's response to be discussed at a meeting of full Council.

The Council will again inform the petition organiser of the results of the review, following initial consideration within 30 days of the receipt of the request for a review. The petition organiser will be informed of the outcome of the review within 7 days and the same will also be published on the Council's website.

A flow chart is appended herewith (**Appendix 1**) which details how a petition would be dealt with by the Council under various options relating to the consideration of a petition under the Council's adopted scheme.



Signature	Name	Address
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1

## Petition

We pedestrians request that Hartlepool Borough Council provide a safe crossing point on Holdforth Road for pedestrians to cross the road within a reasonable time. A traffic island either between the dropped kerbs outside Kensington Court entrance or an island near to the pathway leading to

the main hospital block is suggested *outside Edebrook bungalow.*

The difficulty for pedestrians to cross Holdforth Road safely has been exasperated by Hartlepool Borough Council recently removing the twelve car section of permitted parking between Kensington Court car park and Howbeck Lane by laying two sets of double yellow lines.

At times now it takes an interminable time for pedestrians to safely cross Holdforth Road to or from the hospital or to or from two of the bus stops in Holdforth Road.

<i>G.D. Wilson</i>	G.D. Wilson	16, Kensington Ct Holdforth Rd
<i>E.K. Wilson</i>	E.K. Wilson	16, Kensington Ct. Holdforth Rd
<i>Mary Gille</i>	MARY GILL	34 Kensington Court Holdforth Rd
<i>P. Sutton</i>	PEGGY SUTTON	20 KENSINGTON COURT
<i>P. M. Wray</i>	PAT. M. WRAY	24 KENSINGTON COURT
<i>Peter Scott</i>	PETER SCOTT	14 KENSINGTON CT.
<i>L. Burns</i>	L. BURNS	19 KENSINGTON COURT
<i>D. Easson</i>	D. EASSON	11 KENSINGTON COURT
<i>J. Myers</i>	J. MYERS	10 KENSINGTON COURT
<i>M. Dobson</i>	M. DOBSON	30 Kensington Court
<i>T. Allen</i>	T. ALLEN	17, Kensington Court
<i>D. Roberts</i>	D. ROBERTS	19 Kensington Court
<i>J. Plant</i>	J. PLANT	28. KENSINGTON COURT

*YORK RD. Outside Flower works - NO TRANSVERSE AT HIGHES  
BUS stop outside hospital - only 4 yellow dash lines left blank till end of wide line.*

*York Rd. Outside Entrance Back Sides. 4 no transverse lines approved*

Signatures  
13

Signature  
13

*W.H. 20 MAR 2000*

13



2

Signature	Name	Address
<del>Reilly</del>	R & G	46 ASHLEY GARDENS H/Pool
<del>Chilton</del>	Colebe	9 PORTNADOC WALK TS26 OTS
<del>Emma</del>	Emma	12, HEPSCOTT BLACKHALL
N. Wynn	Natalie	26 Beechdale Wingate
A. Dawson	Andrea	6 Normand Court Wingate
S. Bate	S. Bate	36 Kensington Court
J. Carr	J. Carr	J. Carr
Alvaug	L. CRAIG	37 Thornbury Close
Norma	D. CRAIG	37 Thornbury Close
K. Dawson	K. DAWSON	2 HARTVILLE ROAD
W. Hart	W. HART	19 RIDDLINGTON WAY
Clare Wilkins	CLARE WILKINS	5 NEWHOLME ST
C. Jones	C. JONES	33 KENSINGTON CT
S. Mykenna	S. MYKENNA	26 KENSINGTON CT
J. Tolson	J. TOLSON	6 KENSINGTON COURT
I. Stansil	I. STANSIL	27 HANLUCK WALK
J. Hennessy	J. HENNESSY	14 BAMPFORD COURT
G. Christie	G. CHRISTIE	THE HEADLAND
H. Lton	H. LTON	47 Cam at TS26 JTE
J. Mason	J. MASON	55B Kirby Road
E. A. Robertson	E. A. ROBERTSON	286 Overman Lane
M. V. McDonald	M. V. MCDONALD	2 THE CREST H/Pool
C. Lavan	C. LAVAN	34 DORSET Crescent Byley
R. Doon	R. DOON	34 DORSET Crescent
M. Litago	M. LITAGO	14 Com mandale Dr. S/Carro.
O. Buttery	O. BUTTERY	KENSINGTON CT
P. Calvert	P. CALVERT	HORDEN
M. Cawert	M. CAWERT	HORDEN
N. Appeto	N. Appeto	PETERLEE
C. Walker	C. Walker	Coxhoe
C. Johnson	C. Johnson	Wingate
A. Sedman	A. SEDMAN	W. HILL
J. Box	J. BOX	Peterlee
A. Cordiner	A. CORDINER	SHOTTON
E. Cordner	E. CORDNER	THROSTON
P. Bowling	P. BOWLING	"
O. Crock	O. CROCK	South Hatten
S. Williams	S. WILLIAMS	Dawson drive
A. Monro	A. MONRO	MURRAY ROAD
E. Fenwick	E. FENWICK	THROSTON
E. Slack	E. SLACK	THROSTON
N. Read	N. READ	HART STATION
		H/Pool

Signatures

43

Brdm.  
Borough

43



3

At Photographed Holdforth Rd from east of Kennington Court car park  
 20 July 2011 The one car long gap had been closed to make one line, H L to KC

Signature	Name	Address
M. W. C. H.	MADREN WILKIN	20, wadham close Peterlee SR82NW
S. J. O. L. L.	SARA WILKIN	20, wadham close Peterlee SR82NW
D. Bennett	DAVID BENNETT	8 MAUREEN AVE. BLACKHALL TS27 4JP
T. Bennett	JOYCE BENNETT	3 WITHINGHAM CLOSE 14/10/10 TS26 0SD
T. Bennett	Tom Colledge	7. SUTTONS ST SPANCU SR8 4HH
S. White	Leanne O'G.	5 Blackthorne Ave Peterlee
S. White	SIMON WHITE	78 CONWAY WALK HARTLEY
M. Evans	M. EVANS	43 Holdforth Rd
A. Dodd	A. Dodd	4 Otterpool close
G. Gushlow	C. GUSHLOW	THROSTON GRANGE
D. Reed	D. Reed	TS24 0EP
J. Callaghan	J. Callaghan	Haven Walk
B. Keldor	B. Keldor	22 Bodmin Grove
J. Fishburn	Jessica Fishburn	Ashtor, Cresswell Drive
L. Sanderson	LISA Sanderson	Mariners Point, H/Pool
M. Fenwick	MICK FENWICK	7/ Civic Centre
J. Brancepath	J. Brancepath	4 BRANCEPATH WALK
R. M. Sharp	JOHN MARNEY	4 CHART HOUSE TS24 0UR
P. Campbell	Sue SHARP	47 Suggitts St.
B. Pike	Pamela Campbell	CHATHAM ROAD
K. Long	Ben PIKE	Chatham Road
V. Johnson	Kelly Long	OAKLEY Gdns,
D. Wainley	VALERIE JOHNSON	Greenfinch close
L. Hanson	Debbie Wainley	Cherry Walk
R. Rutherford	L. Hanson	1 HOLDFORTH CT.
G. Conway	R. RUTHERFORD	5 - " "
K. Prosser	G. CONWAY	8 Ivenhoe CROSSLING
T. Patterson	K. PROSSER	IVY GROVE
A. Samuel	T. Patterson	THROSTON GRANGE LANE
S. Chisham	A. Samuel	34 MALCOLM ROAD
A. Chisham	S. Chisham	34 MALCOLM ROAD
J. Barker	A. Chisham	176 KESWICK RD.
S. Anderson	JANE BARKER	48 TINSINGEL CL
T. Carvill	S. ANDERSON	Seaton Caven
G. Sanderson	T. Carvill	44 Springston Rd.
R. Ayre	GAIL Sanderson	16 CHANDLERS CL
A. Gibson	RICHARD AYRE	36 Brough Court
N. Gibson	A. GIBSON	" "
T. Harrison	N. GIBSON	2 Selby Grove
S. Pearce	T. HARRISON	146 Jesmond gardens
E. Wray	Sophie	42 Whinterbottom aven
D. Mahood	Emily Wray	35 HAZENBY RD Hgool

SIGNATURE  
 43

M 560 ZKA parked Holdforth Road  
 at 7.50 pm 30th July 2011  
 which double yellow lines from  
 43

Heutebeck  
 Lane were  
 lined without  
 a 10m sward  
 mark on the  
 other end.  
 Likewise the  
 double yellow  
 line from  
 Kennington Court  
 had a 10m sward  
 mark at each  
 end but was  
 open ended at  
 the open space  
 held by HBC.

Snodhill  
 tipool



4

Name	Signature	Address
S Stewart	S Stewart	26 Warren ct.
A J Ripson	A J Ripson	2 KINBRACE ROAD
J Hony	J Hony	20 HOLY ROAD (2)
G Rouse	G Rouse	35 CHESTER ROAD
S Harrison	S Harrison	20 WILLOW WALK
R Richards	R Richards	11 sandwich grove.
E Wilson	E Wilson	140 BOSMAN ROAD
Ie Callerton	Ie Callerton	89 BRUCE CRESCENT
P SARA	P SARA	2 FOUR WINDS H'POOL
V LISTER	V LISTER	26 TARNSTON RD
C HARRIS	C HARRIS	26 CAMPBELL Rd H'Pool
L ROBSON	L ROBSON	3 TOWN WALL, HARTLEPOOL
M Pounder	M Pounder	63 Moffatt Rd, Hartlepool
K Morfoot	K Morfoot	24 Redshank close H'Pool
M Dobson	M Dobson	22 Kensington Court.
J Turnbull	J Turnbull	16 Knave's Walk
M Storchouse	M Storchouse	DEEP PK H'Pool
L NIXON	L NIXON	15 NORTH CLIFT
B Oliver	B Oliver	2 KENSINGTON CLIFT
R Anton	R Anton	118 Sesmond gardens
A Cartwright	A Cartwright	42 Percy Street
S. Decker	S. Decker	69 DALISON DRIVE
Ge Robson	Ge Robson	60 TREVELYAN PLACE P.L.C.E.
J Downing	J Downing	16 SEA VIEW B/HALL
K. Owen	K. Owen	5 parcourt street
A Hony	A Hony	HARTON WAY
K Farrow	K Farrow	10 GARDEN / FIFTH STREET
K DOWNING	K DOWNING	7 YOUNG ST

15

23

28

## Petition

We pedestrians request that Hartlepool Borough Council provide a safe crossing point on Holdforth Road for pedestrians to cross the road within a reasonable time. A traffic island either between the dropped kerbs outside Kensington Court entrance or an island near to the pathway leading to the main hospital block is suggested *or outside Edenbrook busshaws.*

The difficulty for pedestrians to cross Holdforth Road safely has been exasperated by Hartlepool Borough Council recently removing the twelve car section of permitted parking between Kensington Court car park and Howbeck Lane by laying two sets of double yellow lines.

At times now it takes an interminable time for pedestrians to safely cross Holdforth Road to or from the hospital or to or from two of the bus stops in Holdforth Road.

SIGNATURES  
(28)

3rd Jan 1988 (28)



5

# Petition

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Signature	Name	Address
ELIZABETH HANON	E HANON	CLAUERINGTON
Eraig Doughty	E Doughty	Hartlepool
J. REED	J. REED	HARTLEPOOL
S. J. REED	S. J. REED	HARTLEPOOL
G. M. PAIN	G. M. PAIN	HARTLEPOOL
P. DRAY	P. DRAY	HARTLEPOOL
E. SMITH	E. SMITH	3 STIRLING ST
G. Watson	G. Watson	32 Gton St. H. Pool
I. Shepherd	I. SHEPHERD	HARTLEPOOL
J. W. W. W.	43 ASHMOLE AVE	HARTLEPOOL
W. W. W.	110 NEWARK RD.	HARTLEPOOL
W. W. W.	23 EDWARDS	HARTLEPOOL
THE Ketteringham	SKE KETTERINGHAM	90 MOUNT LEVEN Rd. YARN.
G. Corbett	19 holdforth Rd	G. CORBETT
R. PHILLIPS	R. PHILLIPS	Alton Grove, Hartlepool
A. BLAKE	HOLLAR	CHAPMAN RD B'HAM.
E. Blake	E. BLAKE	"
A. Gardner	A. Gardner	8 Shakespeare Avenue
R. Green	R. GREEN	52 Ventnor Ave.

SIGNATURES  
19

3rd in  
Hpool

19



6

# Petition

We pedestrians request that Hartlepool Borough Council provide a safe crossing point on Holdforth Road for pedestrians to cross the road within a reasonable time. A traffic island either between the dropped kerbs outside Kensington Court entrance or an island near to the pathway leading to the main hospital block is suggested or outside Edenbrook bungalow.

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SIGNATURE	NAME	ADDRESS
David Fisk	1. Stannick	Hartlepool
A K. White	2 M. McITIME	Holden
H. BRIDGER	52. L2M TREE PK	SEATON CAREW
S MITCHELL	10. ARUN CLOSE	PETERLEE SRS
P HOLLEY	20 Arun Close	Peterlee
M. WOOD	3 TRENCHARD PL	PETERLEE
A STANLEY	E. H. SIMPSON	PILEE
A. H. SIMPSON	JACK LAWSON TCE	SEAHAM
P. DICKS	JACK LAWSON TCE	WHEATLEY HILL
A. DICKS	JACK LAWSON TCE	WHEATLEY HILL
S. D. HILL	11 AVSTON RD	H. HILL
M. HALL	15. 4TH ST	BLACKHALL
A. PARKER	PETERLEE	
G. PARKER	PLEE	
B. BROWNLESS	B. BROWNLESS	W/HILL
J. L. Watson	L. A. WATSON	THROSTON GRANGE, H/POOL
E. Gower	29. BANTING CLOSE	H/POOL
L. FOWELL	41 SPRINGTON RD	H/POOL
Neil Gores	37 INANKER	
S. MACHAM	BARNARD G	H/POOL
S. MACHAM	BARNARD G	H/POOL
R. GOLLAND	9 PETHK STON CL	AP TSEKOPN
K. Miller	14 PARKMAN CT	SEAHAM
J. Race	5. JESMOND GDS	HARTLEPOOL
R. GALLAN	25 WARREN CT	HARTLEPOOL
J. BELLERBY	22 DORCHESTER	HARTLEPOOL
M. DUNCAN	48 BRIMLEY	H/POOL
J. DUNCAN		H/POOL
E. J. HILL	E. J. HILL	H/POOL
D. GORTON	D. GORTON	GRANTS CROSS

SIGNATURES  
30  
14 not in H/POOL 30



7

Signature	Name	Address	
<del>N. Kirkwood</del>	N. Kirkwood	24 KILLWICK STREET.	
<del>A. Jackson</del>	A. Jackson	24 COLON 10 ST	
<del>L. Franklin</del>	L. Franklin	5 CUMMATION TR. TRIMM VILL.	
<del>A. Cartwright</del>	A. Cartwright	BULLINGHAM	
<del>D. Pearson</del>	D. Pearson	BLACKHALL	
<del>R. Seampa</del>	R. Seampa	14 DEER.	
<del>J. Lundrigan</del>	J. Lundrigan	14 POOL.	
<del>L. H. C. Huxwell</del>	L. H. C. Huxwell	6 CHALLINOR ST T5242HP	
<del>M. P. A. J. R. C.</del>	M. P. A. J. R. C.	8 KENNINGTON COURT	10
<del>K. Downin</del>	K. Downin	16 CHANDLERS CLOSE HARTLEPOOL	
<del>J. Downin</del>	J. Downin	32 MOFFAT RD	
<del>K. McGowan</del>	K. McGowan	7 YOUNG ST.	
<del>K. Waller</del>	K. Waller	HARTLEPOOL	
<del>J. Halliday</del>	J. Halliday	BLACKHALL ROCKS	
<del>J. Halliday</del>	J. Halliday	HARTLEPOOL	16
<del>T. DUNCAN</del>	T. DUNCAN	HARTLEPOOL	
<del>N. LAWS</del>	NICOLA LAWS	Blackhall Cottiny	
<del>J. Jackson</del>	Jean Jackson	Hartlepool	
<del>G. Jackson</del>	GEORGE JACKSON		
<del>Jen Wallace</del>	Jen Wallace	Merry go round hartlepool	
<del>D. FERN</del>	D. FERN	6 ELIZABETH ST BLACKHALL	
<del>P. FERN</del>	P. FERN	6 ELIZABETH ST. BLACKHALL	
<del>C. WRIGHT</del>	C. WRIGHT	246 OXTON MANSION LANE	
<del>S. Haywood</del>	S. Haywood	ditto	27
<del>R. BANE</del>	R. BANE	40 MOITAT ROAD	
<del>Tamara</del>	Tamara	99 LANCASTER RD	
<del>Tennille</del>	Tennille	8 nutone place	
<del>Brad Harrington</del>	Brad Harrington	3 Cherry Walk	
<del>Polly Dodswoth</del>	Polly Dodswoth	1 CAMPBELL ROAD	
<del>Demi Parvin</del>	Demi Parvin	39 Wellfield Road.	
<del>S. Wilson</del>	S. Wilson	100 Jesmond Road.	
<del>R. DAVISON</del>	R. DAVISON	10 GRANVILLE AVE	
<del>M. WARD</del>	M. WARD	6 ST MICHAELS TCR	
<del>J. Rochester</del>	J. Rochester	26 8 STREET. BLACKHALL	
<del>C. STUSS</del>	C. STUSS	400000 Verner Rd.	
<del>E. DOBSON</del>	E. DOBSON	6 mapeiton Road	39
<del>D. R. DOBSON</del>	D. R. DOBSON	8 PARTON STREET	
<del>IRENE HAYWOOD</del>	IRENE HAYWOOD	21A PARKLANDS WAY H'POOL	
<del>G. Huxwell</del>	G. Huxwell	21A PARKLANDS WAY H'POOL	
<del>20 Harrop Road</del>		91 ESKDALE RD	
		20 Harrop Road blue T5240T943	

9 not in  
H'pool

44

Signatures  
44



8

Signature	Name	Address
M. Siddle	MARJORIE LIDDLE	38 CUNDALE RD
R & Garbun	145 ANNDALE	145 ANNDALE GRESSE
David Baynam	David Baynam	15 Holdforth Road
Mark T. Mullen	Mark T. Mullen	24 TUNSTALL AVENUE
J. M. GARDNER	J. M. GARDNER	Howforth Court
V. Mulcahy	V. Mulcahy	14 WARREN COURT
E. Dickson	E. Dickson	8 FRANK CRIST
T. Noble	T. Noble	62 WILKINSONS HILL PL/CE
G. Keen	G. Keen	1 Stone Thwaite Close H/Pool
J. Winterson	J. Winterson	as above
J. Stevenson	J. Stevenson	as above

SIGNATURES  
13

All the pedestrians who have signed this Petition I have either seen crossing Holdforth Road or any other pedestrians who have

Petition signed this Petition have assured me that they would cross Holdforth Road to access or leave the hospital.

1	13
2	43
3	43
4	28
5	19
6	30
7	44
8	13
Total	233
SIG	NATURES

There are on this Petition the signatures of no drivers or taxi users who would access the hospital on wheels. [denniswilson14042@mypostoffice.co.uk](mailto:denniswilson14042@mypostoffice.co.uk) 224214

**Petition**

*G.D. Wilson*  
16, Kensington Court  
Holdforth Road, Hartlepool.  
22nd August, 2011.

We pedestrians request that Hartlepool Borough Council provide a safe crossing point on Holdforth Road for pedestrians to cross the road within a reasonable time. A traffic island either between the dropped kerbs outside Kensington Court entrance or an island near to the pathway leading to the main hospital block is suggested.

The difficulty for pedestrians to cross Holdforth Road safely has been exasperated by Hartlepool Borough Council recently removing the twelve car section of permitted parking between Kensington Court car park and Howbeck Lane by laying two sets of double yellow lines.

At times now it takes an interminable time for pedestrians to safely cross Holdforth Road to or from the hospital or to or from two of the bus stops in Holdforth Road.

2nd in Hpool. 13



**Chief Executive's Department**  
Civic Centre  
Hartlepool  
TS24 8AY

Tel: 01429 266522  
[www.hartlepool.gov.uk](http://www.hartlepool.gov.uk)

Our Ref: AA  
Your Ref:

Contact Officer/Email: Angela Armstrong  
[Angela.armstrong@hartlepool.gov.uk](mailto:Angela.armstrong@hartlepool.gov.uk)  
01429 284171

13 September 2011

Mr G D Wilson

Dear Mr Wilson

I refer to the petition submitted to Hartlepool Borough Council in support the provision of 'a safe crossing point in Holdforth Road' and have attached the Council's response.

Petitioners are able to appeal to the Council's Overview and Scrutiny Committee if you feel the response is not adequate. The Overview and Scrutiny Committee will decide whether the steps taken in response to the petition were appropriate, having regard to the possible steps which can be taken in response to a petition. If the Committee has reason to be concerned about the adequacy of the response it can decide to carry out a full review of the issues raised using its powers under the Local Government Act, 2000.

If you decide that you wish to appeal, please contact me.

Yours faithfully



ANGELA ARMSTRONG  
PRINCIPAL DEMOCRATIC SERVICES OFFICER  
CORPORATE STRATEGY DIVISION

Hartlepool Borough Council's response to the following petition is outlined below:

"We pedestrians request that Hartlepool Borough Council provide a safe crossing point on Holdforth Road for pedestrians to cross the road within a reasonable time. A traffic island either between the dropped kerbs outside Kensington Court entrance or an island near to the pathway leading to the main hospital block is suggested or outside Edenbrook bungalow. The difficulty for pedestrians to cross Holdforth Road safely has been exasperated by Hartlepool Borough Council recently removing the twelve car section of permitted parking between Kensington Court car park and Howbeck Lane by laying two sets of double yellow lines. At times now it takes an interminable time for pedestrians to safely cross Holdforth Road to or from the hospital or to or from two of the bus stops in Holdforth Road."

Unfortunately, Holdforth Road is not sufficiently wide enough for an island to be provided, as previous investigations have determined.

The provision of various different types of crossing has been investigated previously for Holdforth Road. It was concluded that due to the number of junctions, entrances and bus stops that it wasn't possible to site a crossing at the desired location. The detail of these investigations is included in a letter to the Petition Organiser of March 2009 in response to a formal complaint.

In view of the difficulties with siting a crossing, it was agreed that vehicle activated signs and slow markings on red bands would be installed, and this work was subsequently completed.

The recent introduction of an additional section of double yellow lines on Holdforth Road was at the request of the Ambulance Service, as parked vehicles at this location had been causing them operational difficulties.

17th Am.



Mr G D Wilson  
16 Kensington Court  
Holdforth Road  
Hartlepool.

19<sup>th</sup> September 2011

My ref: Denwil/770

Angela Armstrong  
Principal Democratic Services Officer  
Corporate Strategy Division  
Chief Engineer's Department  
Civic Centre  
Hartlepool.  
TS24 8AY

Dear Angela Armstrong

**Re: Petition - Holdforth Road**

Thank you for your letter AA dated 13 September 2011 regarding the petition submitted by me to Hartlepool Borough Council in support of 'a safe crossing point in Holdforth Road' and the Council's response. I wish to appeal against the Council's response.

I have measured Holdforth Road and agree that most of the road is not sufficiently wide enough for an island to be provided. However I considered when submitting my petition that Holdforth Road may be sufficiently wide enough for an island to be provided east of the exit road from the hospital. At that location Holdforth Road widens towards the exit road from the hospital. A photograph is enclosed.

My reply to the response by Mr Peter Frost, Traffic Team Leader is as follows. The detail of the investigations in a letter to me dated 10<sup>th</sup> March 2009 from Mr Steve Russell, Performance and Development Officer was in reply to my formal complaint against the Council. The complaint was that the Traffic Team, after £14,000 funding to construct a Zebra crossing on Holdforth Road was awarded by West View/King Oswy NAP Forum produced an inherently flawed scheme. The scheme was dependent upon the bus stop being relocated which could not occur as relocation had been rejected by Stagecoach.

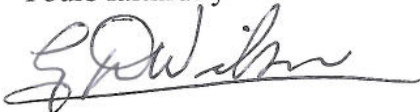
The Traffic Liaison Group at its meeting on 7<sup>th</sup> February 2007 concluded that the scheme produced by the Traffic Team of the proposed location was inappropriate for the site of a crossing.

As regards Mr Frost's advice to the West View/King Oswy NAP Forum meeting held on 27<sup>th</sup> January 2007 "that it is difficult due to positioning and regulations to install a Zebra crossing and that only one site had been identified." There were in fact, two alternative sites which did not require the bus stop being relocated which were not identified by the Traffic Team nor did the number of junctions, entrances and bus stops prevent such alternative sites being considered for a Zebra crossing ...../2

The first site could have been outside Kensington Court with the western edge of the zig zag markings of the crossing five metres from the dropped kerb outside Kensington Court. This location would have been permitted under Section 8/2 of Local Transport Note 1/97. The bus stop would not have needed to be relocated.

The second site could have been anywhere on the 71 metres unrestricted length of roadway between Kensington Court car park and Howbeck Lane.

Yours faithfully



Mr G D Wilson

[denniswilson1404@mypostoffice.co.uk](mailto:denniswilson1404@mypostoffice.co.uk)

Encl.

F i l e.

---ooooOOOOOoooo---

**Chief Executive's Department**

Civic Centre  
Hartlepool  
TS24 8AY

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Our Ref:  
Your Ref:

Contact Officer: Joan Stevens  
Email: [joan.stevens@hartlepool.gov.uk](mailto:joan.stevens@hartlepool.gov.uk)  
Telephone: 01429 284142



21 September 2011

Mr Wilson

Dear Mr Wilson

**PETITION REVIEW - HOLDFORTH ROAD**

I would like to confirm receipt of your letter dated the 19 September 2011.

Please note that work is ongoing on the identification of a meeting date, at which your appeal will be considered by Overview and Scrutiny. I will, in due course, be contacting you with details of the date and time for this meeting, and the process to be undertaken.

In the meantime, however, should you have any queries or questions please do not hesitate to contact me.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Joan Stevens'.

**Joan Stevens**  
**SCRUTINY MANAGER**

APPENDIX E3

**Chief Executive's Department**

Civic Centre  
Hartlepool  
TS24 8AY

Tel: 01429 266522  
[www.hartlepool.gov.uk](http://www.hartlepool.gov.uk)

Our Ref:  
Your Ref:

Contact Officer: Joan Stevens  
Email: [joan.stevens@hartlepool.gov.uk](mailto:joan.stevens@hartlepool.gov.uk)  
Telephone: 01429 284142



3 October 2011

Mr Wilson

Dear Mr Wilson

**PETITION REVIEW – HOLDFORTH ROAD**

Further to my letter of the 21 September 2011, I can confirm that in accordance with the Council Petitions Scheme, and following discussions with the Chair of the Scrutiny Co-ordinating Committee, a date has been set for the Scrutiny Co-ordinating Committee to carry out a 'Petition Review' in relation to your petition.

The Scrutiny Co-ordinating Committee will meet on the **17 October 2011, commencing at 9.30am in the Council Chamber**. A one hour time slot has been allocated for consideration of your petition review at this meeting, commencing at **11.00am**, and I would like to formally invite you to attend and participate in discussions.

As outlined in the Council's Petition Scheme, the Scrutiny Co-ordinating Committee will at this meeting be reviewing the steps / process undertaken by the Council in responding to your petition. Please note that the Committee will not be considering the detail / content of the petition itself.

As part of the Petition Review meeting, you will be given the opportunity to explain to the Committee why you feel the process for consideration of your petition was not adequately followed, and to assist you in doing so I have enclosed a copy of the Council's Petition Scheme. Should, however, you wish to discuss in more detail the process for the meeting in general, and more specifically the submission of your views, please feel free to contact me on the number provided at the top of this letter. I would be more than willing to help in any way that I can.

Please note that a copy of the agenda and reports for the meeting on the 17 October will be circulated to you in accordance with the access to information requirements, prior to the meeting.

Yours sincerely

**Joan Stevens**  
**SCRUTINY MANAGER**



**Chief Executive's Department**

Civic Centre  
Hartlepool  
TS24 8AY

Tel: 01429 266522  
www.hartlepool.gov.uk

Our Ref:  
Your Ref:

Contact Officer: Joan Stevens  
Email: joan.stevens@hartlepool.gov.uk  
Telephone: 01429 284142



3 October 2011

Mr Wilson  
16 Kensington Court  
HARTLEPOOL  
TS24 9DD

Dear Mr Wilson

**PETITION REVIEW – HOLDFORTH ROAD**

Further to my letter of the 21 September 2011, I can confirm that in accordance with the Council Petitions Scheme, and following discussions with the Chair of the Scrutiny Co-ordinating Committee, a date has been set for the Scrutiny Co-ordinating Committee to carry out a 'Petition Review' in relation to your petition.

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Please note that a copy of the agenda and reports for the meeting on the 17 October will be circulated to you in accordance with the access to information requirements, prior to the meeting.

Yours sincerely

**Joan Stevens**  
**SCRUTINY MANAGER**

Reference:	Pet 011
Date Received	22 August 2011
Number of Signatures	233
Petition for (inc link)	We pedestrians request that Hartlepool Borough Council provide a safe crossing point on Holdforth Road for pedestrians to cross the road within a reasonable time. A traffic island either between the dropped kerbs outside Kensington Court entrance or an island near to the pathway leading to the main hospital block is suggested or outside Edenbrook bungalow. The difficulty for pedestrians to cross Holdforth Road safely has been exasperated by Hartlepool Borough Council recently removing the twelve car section of permitted parking between Kensington Court car park and Howbeck Lane by laying two sets of double yellow lines. At times now it takes an interminable time for pedestrians to safely cross Holdforth Road to or from the hospital or to or from two of the bus stops in Holdforth Road.
Acknowledged Date (inc link)	24.08.11
Course of Action	Referred to Regeneration and Neighbourhoods Department.
Relevant Cttee Papers if appropriate (inc link)	None.
Response Date (inc link)	13.09.11
Resulting Action	None.

### **Holdforth Road Petition Review**

Chronology of the actions taken in relation to the petition submitted.

**22 Aug 2011** - Petition received, requesting that a pedestrian island be installed on Holdforth Road. The petition also referred to a recently installed section of double yellow lines on Holdforth Road.

**Late Aug/  
Early Sept** - Investigations of the comprehensive file on this issue determined that Holdforth Road is not wide enough for a pedestrian island to be installed.

An independent consultant's report (copy attached), dated 28 May 2008, was produced following previous discussions with Mr. Wilson. The report details the problems associated with a pedestrian crossing point at both locations referred to in the recent petition.

Following clarification of a small number of issues, the report was issued to Mr. Wilson in July 2008.

The newly installed double yellow lines on Holdforth Road were provided following concerns raised by the Ambulance Service, that parked vehicles at this location were causing them operational difficulties.

**13 Sept 2011** - Response letter sent to the petitioner from the Principal Democratic Services Officer, advising of the investigations which had taken place and their outcome.

**19 Sept 2011** - A subsequent letter from Mr. Wilson confirms he "agrees that most of Holdforth Road is not sufficiently wide enough for an island to be provided." He goes on to say that the road may be wide enough for an island to be provided east of the hospital exit road, as the road widens out there.  
This is not correct, but presumably he means west of the exit road, where Holdforth Road does widen slightly for a short distance. This location is covered in the consultant's report referred to above.

**Additional note** – Following exhaustive discussions with Mr. Wilson, in view of the difficulties with providing a crossing it was agreed to install vehicle activated signs, and SLOW markings on red bands, to encourage slower speeds. These works were completed last year.

**HARTLEPOOL BOROUGH COUNCIL**  
**OPTIONS APPRAISAL REPORT**  
**HOLDFORTH ROAD PEDESTRIAN PINCH POINT**

## **1. INTRODUCTION**

This report sets out the results of an appraisal of the options to introduce a traffic calming pinch point on Holdforth Road in the vicinity of the pedestrian entrance to, and vehicular exit from, Hartlepool University Hospital. The intention is that the pinch point would not only serve to calm vehicle speeds on Holdforth Road, but would also serve to assist pedestrians to cross the road.

Figure 1 indicates the possible location for a pinch point to the west of the Hospital entrance, approximately 24m west of the centreline of the vehicular exit road, and for an the alternative, which is some 55m to the east of the exit road.

No comment has been made on the traffic signing shown on the layout plan as it is understood that it is for illustrative purposes only.

## **2. EXISTING ROAD FEATURES**

Holdforth Road runs straight between the A179 Easington Road/Powlett Road roundabout in the west and Winterbottom Avenue in the south, and therefore forward visibility is good throughout the length of the road.

It has a 7.3m wide carriageway with footways on both sides and carries approximately 5700 vehicles per day combined (in both directions) flow.

The road is a busy bus route and stage carriage services 1, 1A, 22, 33, X35, 229, 230, and 243 call at the two University Hospital bus stops towards the western end of the road.

It is subject to the general urban 30 mph speed restriction, however the 85 percentile speeds are in the order of 34 mph.

A recent pedestrian count indicated that some 36 people crossed the road during the afternoon Hospital visiting hour and 21 people crossed in the evening visiting hour. An assessment of the criteria needed to support the provision of a pedestrian crossing fell well short of the required standards (actual  $PV^2$  was  $0.12 \times 10^8$ ; whilst the required  $PV^2$  was  $1 \times 10^8$ ) needed to provide a full pedestrian crossing facility.

A review of the recorded road traffic injury accidents indicated that only one had occurred in the study area during the last 5 years. This accident was as a result of a collision between a heavy goods vehicle travelling down Holdforth Road and a car exiting from the Hospital car park, no pedestrians were involved or contributed to the cause of the accident.

### **3 WESTERN OPTION**

Locating a kerb build-out here to create a pinch point would have a calming effect on vehicle speeds, however the build out would normally be located on the north side of the road to restrict the speeds of vehicles entering Holdforth Road rather than on the south side where vehicles are required to slow as they approach the A179 roundabout.

It is not normal practice to use kerb build-outs to assist pedestrians to cross the road, however there is no doubt that if one was provided, it would be used by people to cross the road which is slightly wider here as a result of a former (now defunct) deceleration lane.



However, the situation here is also complicated by the presence of the eastbound bus stop and the fact that the stop serves a number of services. Eastbound buses loading/unloading passengers at the stop will both limit the visibility of pedestrians waiting to cross the road and also of drivers' views of people trying to get across the road. This problem occurs because of the location of the stop regardless of the side of the road the build-out is constructed.

The presence of the entrance/exit for the popular Merry Go Round Public House car park exacerbates the problems because of the effects of turning traffic, and if the build-out was constructed on the south side, queuing traffic would adversely affect the operation of the exit from the hospital car park.

#### **4. EASTERN OPTION**

The eastern option suffers from similar problems to the western site as a result of its proximity to the westbound bus stop, and this problem would exist whichever side of the road the build-out was located.

The situation with the nearby accesses is less of a problem than with the previous alternative as both are relatively lightly trafficked.

The alternative location also suffers because it is remote from the main pedestrian desire line and it is unlikely that pedestrians would go out of their way to use such a facility.

Whilst a build-out at this location would serve to calm vehicle speeds, ideally it should be part of a more comprehensive scheme to regulate speeding vehicles on this length of road.

## 5. SUMMARY

There is no doubt that the location of the two bus stops plays a critical part in rendering either of the two locations as unsuitable for the safe location of a build-out on Holdforth Road. It is also apparent that there is not a convenient alternative location for either of the stops as they primarily serve the University Hospital.

Other minor factors would adversely affect the western build-out, whilst the eastern alternative is located too far away from the main pedestrian desire line to serve any significant useful purpose

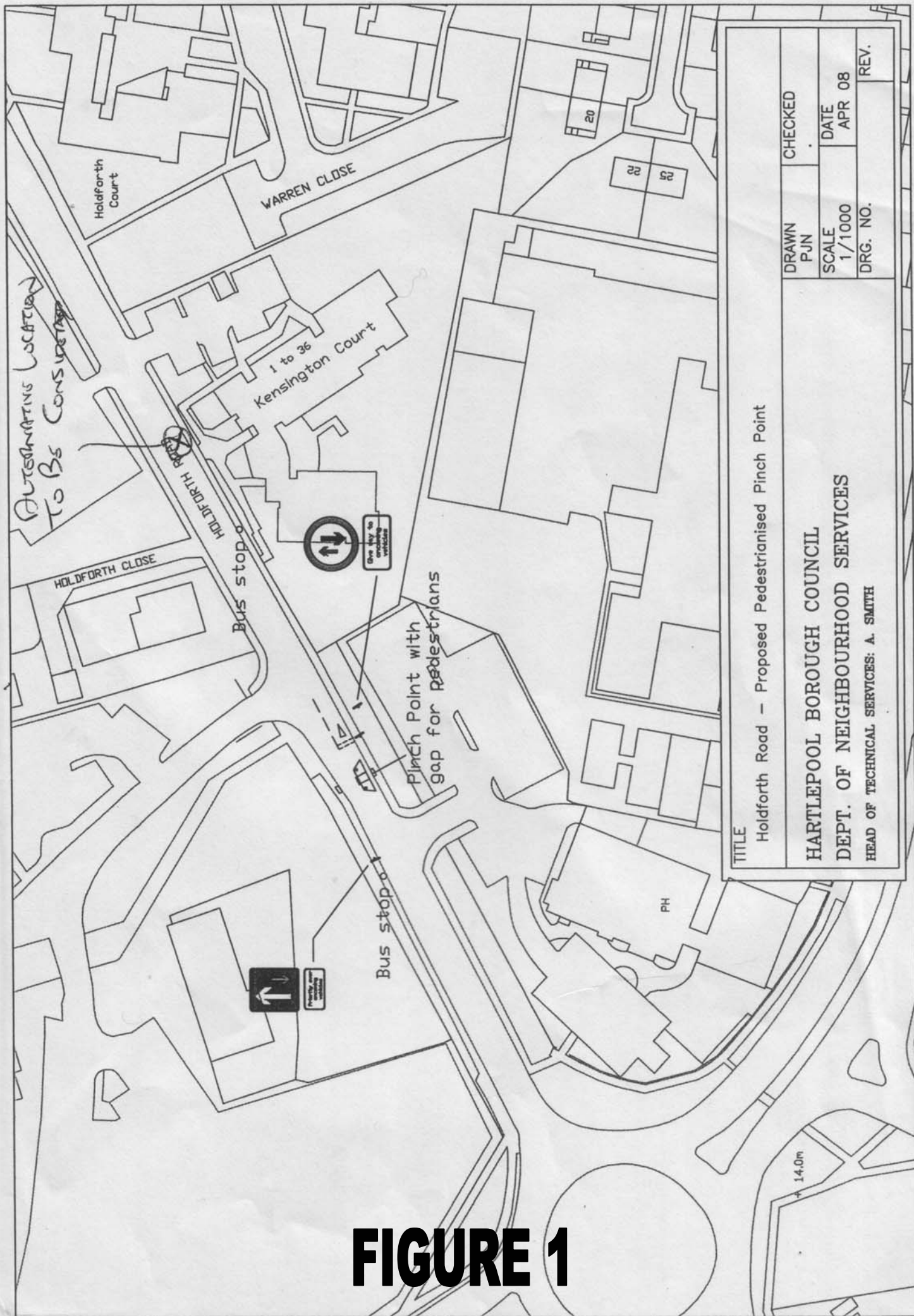
In the present state, the existing speed/flow/pedestrian/accident characteristics would not support the need to introduce a build-out feature on Holdforth Road.

If vehicle speeds increase sufficiently to create a significant safety problem, either through a significant increase in the 85 percentile speed, or if there is a dramatic increase in the number of speed related accidents, then the Council would need to examine the introduction of a more comprehensive scheme to calm vehicle speeds on a busy bus route.

Paul Elwell

MSc CEng CEnv FICE FIHT RMaPS

White Young Green



**FIGURE 1**