

NEIGHBOURHOOD SERVICES COMMITTEE AGENDA



Monday 3 July 2017

at 2.00 pm

in Committee Room B,
Civic Centre, Hartlepool

MEMBERS: NEIGHBOURHOOD SERVICES COMMITTEE:

Councillors, Belcher, Hind, Hunter, James, Lawton, Loynes, and Richardson.

1. **APOLOGIES FOR ABSENCE**

2. **TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**

3. **MINUTES**

- 3.1 To receive the Minutes and Decision Record of the meeting held on 12 June 2017 (*previously published and circulated*).

4. **BUDGET AND POLICY FRAMEWORK**

No items.

5. **KEY DECISIONS**

No items.

6. **OTHER ITEMS REQUIRING DECISION**

- 6.1 Local Transport Plan 2016/17 – Out-turn and 2017/18 Programme – *Assistant Director (Environment and Neighbourhood Services)*



7. ITEMS FOR INFORMATION

- 7.1 Quarter 4 – Council Overview of Performance and Risk 2016/17 – *Assistant Director (Environment and Neighbourhood Services)*

8. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

FOR INFORMATION: -

Date of next meeting – Monday 24 July at 3.00 pm in the Civic Centre, Hartlepool.



NEIGHBOURHOOD SERVICES COMMITTEE

3rd July 2017



Report of: Assistant Director (Environment and Neighbourhood Services)

Subject: LOCAL TRANSPORT PLAN 2016/17 OUT-TURN AND 2017/18 PROGRAMME

1. TYPE OF DECISION / APPLICABLE CATEGORY

1.1 Non-key decision.

2. PURPOSE OF REPORT

2.1 To inform the Neighbourhood Services Committee of the progress made under the Local Transport Plan delivery programme during 2016/17, and to identify potential schemes for 2017/18.

3. BACKGROUND

3.1 The third Local Transport Plan (LTP) 2011-2026, sets out how a safe and sustainable transport system can be delivered within Hartlepool. It was recognised that funding, particularly in the short to medium term, was significantly reduced from the second LTP period and, whilst this represented a significant barrier to delivering the Council's aspirations for improving the transport network in Hartlepool, it provided opportunities to work more closely with our partner organisations for the overall benefit of the town.

3.2 The strategy is not limited to the five year timescale of previous LTP's but is designed to look towards 2026 and evolve over this period. This extended timescale ensures that the LTP is aligned with regional strategies and local development frameworks. The strategy continues to be kept under review within this time period, to ensure that it remains current, responding to any changes in circumstances, and taking into account any revisions in guidance and best practice.

3.3 On 31st March 2015, the final year of the LTP Delivery Plan (2011-2015) was completed. A subsequent LTP Strategic Delivery Plan (2015-21), had

already been approved at the Neighbourhood Services Committee meeting on 16th March 2015, covering the 6 year period, (indicative allocations only, for the final 3 year periods) - see **Appendix 1**.

- 3.4 Year 1 (2015-2016) of the Strategic Delivery Plan (2015-21), was completed on 31st March 2016, and Year 2 (2016-2017) on the 31st March 2017. We have now commenced with Year 3 (2017-2018) beginning on 1st April, 2017.

4. PROPOSALS

- 4.1 The Local Transport Plan funding has enabled the Council to undertake a significant number of projects in 2016/17 to help maintain and improve both our strategic and local road network. Some of the projects undertaken last year include:

- Upgrading the signalised carriageway crossing, thereby creating access for cyclists, on the A689 Stockton Road carriageway;
- The installation of missing, corroded and damaged bus stop poles, in preparation for the Tees Valley upgrade of all bus stop flags;
- The installation of various traffic calming schemes across the Borough, which includes the installation of 20mph speed restriction signage, the commissioning of vehicle activated signage, etc;
- The installation of speed cushions and bollard installations at Barnard Grove School;
- Traffic signal upgrades to York Road / Park Road, Jesmond Road / Chester Road
- The installation of new “Welcome To Hartlepool” signage across the strategic road network to help promote Hartlepool as a visitor choice of destination;
- The reconstruction of the public footway at North Lane, Elwick Village;
- Junction widening and associated footpath repairs and replacement to Longhill Industrial Estate; and
- Carrying out necessary repairs and maintenance to Middlethorpe bridge.

- 4.3 **Appendix 2** details all of the works delivered during 2016/17, while it also includes the proposed schemes for 2017/18.

- 4.4 A number of Highway Maintenance schemes were also completed during 2016/17, and these are detailed in **Appendix 3**. Some of the areas to benefit include Mainsforth Terrace, Claremont Drive, Sea View Terrace and Torquay Avenue.

5. RISK IMPLICATIONS

- 5.1 There are no risk implications attached to this report

6. FINANCIAL CONSIDERATIONS

- 6.1 All works / schemes will be funded via the LTP allocation, from Central Government, as detailed in the Local Transport Delivery Plan (2015-2021), which was approved by the Neighbourhood Services Committee on 16th March 2015.
- 6.2 For year 2017/2018 the allocation for highway maintenance from the Local Transport Plan is £1,053,000, and the five year programme has been prepared assuming a similar level being allocated year on year. There are also allocations of £99,000 from the Government's Pot-hole Fund, and £98,000 from the Incentive Fund, giving a total of £1,250,000. This was approved by the Neighbourhood Services Committee, at the meeting on 20th March, 2017.

7. LEGAL CONSIDERATIONS

- 7.1 There are no legal implications attached to this report.

8. CHILD AND FAMILY POVERTY

- 8.1 There are no child and family poverty implications attached to this report.

9. EQUALITY AND DIVERSITY CONSIDERARIONS

- 9.1 There are no equality or diversity implications.

10. SECTION 17 OF THE CRIME AND DISORDER ACT 1998 CONSIDERATIONS

- 10.1 There are no Section 17 implications.

11. STAFF CONSIDERATIONS

- 11.1 There are no staff considerations attached to this report.

12. ASSET MANAGEMENT CONSIDERATIONS

- 12.1 There are no asset management considerations attached to this report. Any such considerations relating to future schemes, funded by the LTP, will be reported individually, as and when appropriate.

13. RECOMMENDATIONS

- 13.1 That the Neighbourhood Services Committee notes the works / schemes delivered during 2016/2017, and approves the proposed schemes for 2017/2018. The five year Highway Maintenance Programme (2017/18 to 2021/22), was approved at the Neighbourhood Services Committee meeting on 20th March, 2017.

14. REASONS FOR RECOMMENDATIONS

- 14.1 To facilitate the continuance of the Local Transport Plan delivery programme

15. BACKGROUND PAPERS

- 15.1 LTP Strategic Delivery Plan (2015-21), which was approved at the Neighbourhood Services Committee meeting, in March 2015 (as per 3.3).

Highway Maintenance 5 year programme, which was approved by the Neighbourhood Services Committee, in March 2017 (as per 6.2).

16. CONTACT OFFICER

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Allocation of Integrated Transport Block Capital Funding (2015/16 to 2020/21)

Theme	Scheme Type	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
		£000's	£000's	£000's	£000's	£000's	£000's
Bus Infrastructure (BI)	Bus Stop Improvements	25	25	25	25	25	25
Cycling Schemes (CY)	Cycle tracks/lanes	100	100	100	100	100	90
	New cycle parking facilities	5	5	5	5	5	5
Sustainable Travel (ST)	Sustainable Travel Improvements	25	25	25	25	25	25
Local Safety Schemes (LS)	Safer routes to school	75	75	75	75	75	75
	Local Safety Schemes	75	75	75	75	75	75
	Signage Improvements	14	14	14	14	14	14
Road Crossings (RC)	Dropped Kerbs	35	35	35	35	35	35
Traffic Management and Traffic Calming (TM)	Traffic Signal Improvements	50	50	50	50	50	50
	School Safety Schemes	30	30	30	30	30	30
	Highway Improvement Schemes	85	85	85	85	85	85
Local Road Schemes (RD)	Verge Hardening Programme	50	50	50	50	50	50
	Access to Employment	50	50	50	50	50	50
Hartlepool Vision (HV)	Masterplan Improvements	50	50	50	50	50	50
Miscellaneous (OS)	Car park improvements	50	50	50	50	50	50
	LTP Development						10
Total		719	719	719	719	719	719

Scheme Type	2016/2017	2017/2018
<p>Bus Infrastructure</p>	<p>Repairs to HBC owned bus shelters :</p> <p>Masefield Road (x 3 occasions) Hartlepool Interchange Replacement of Oxford Rd shelter (RTC) Rossmere Way (x 2 occasions) King Oswy Drive (near Weymouth Drive) Northgate & Durham Street Holdforth Road (x 2 occasions -opposite hospital) Holdforth Road (hospital side) Durham Street (x 2 shelters) Easington Road (opposite Lightfoot Crescent)</p> <p>Miscellaneous :</p> <p>Canopy / shelter cleansing Carriageway lining works – various locations Purchase of new bus timetable casings. New / replacement timetable installation works at various locations. Installation of missing, corroded & damaged bus stop poles, in preparation for Tees Valley upgrade of all bus stop flags Printing of new / updated bus timetables (various).</p>	<p>Maintenance of HBC owned bus shelters / poles, as required.</p> <p>Low floor infrastructure bus stop upgrades, as required</p> <p>Potential additional bus stops & shelters along the recently adopted section of Merlin Way</p>

Scheme Type	2016/2017	2017/2018
<p>Cycle tracks / lanes</p>	<p>A689 – upgrade of signalised carriageway crossing, from Pelican to Puffin status (allowing access for cyclists) – Stockton Road carriageway (both sides), adjacent St Teresa’s Church.</p> <p>Remainder of 2016/2017 budget has been carried forward for schemes which were not undertaken during 2016/2017, but have subsequently been moved into 2017/2018 (opposite). Some have now been completed since April 1st 2017.</p>	<p>Funding to support the “Access to Oakesway” Local Growth Fund (LGF) project. This will provide a crossing for pedestrians and cyclists, across the A179, with associated connecting footways/footpaths and signage. The objective is to provide improved cycling and pedestrian links between Bishop Cuthbert and the Oakesway Enterprise Zone / West View. The LTP contribution will provide some matched funding for the LGF</p> <p>Contribution to LGF – TV8 Access to Oakesway project (plus £80K from LGF)</p> <p>Contribution to LGF – TV7 A689 cycleway phase 1 (plus £125K from LGF)</p> <p>A689 project – footpath improvements on south side of A689 (this is an additional item, which is part of TV7 project)</p> <p>Footpath re-surfacing – Hart 16 (permissive cycle route)</p> <p>Footpath re-surfacing – Seaton 5 (permissive cycle route)</p> <p>Footpath re-surfacing – Hartlepool 31 – official cycle route between Crimdon, and Hart to Haswell walkway.</p>

Scheme Type	2016/2017	2017/2018
		<p>Bridge repair / maintenance - Elwick Parish. Install new abutments & cross beams, to support existing & solid bridge. Bank side has collapsed – beams will be longer than present gap, and will rest on solid concrete abutments.</p> <p>Surface public footpath Hartlepool 9 – permissive cycleway, and a short section still requires surfacing – majority has already been surfaced via LTP funding. Installation of a post and rail fence is still required.</p> <p>Fence replacement, public footpath Hartlepool 11 – permissive cycleway between Valley Drive & Summerhill. Existing fence is in need of replacement, with a post & rail fence.</p> <p>LTP support to Brenda Road cycle lanes project (£300K also proposed from LGF)</p> <p>Potential LTP funding to support other LGF schemes (to be identified).</p>
New cycle parking facilities	<p>Cycle lock-ups at Huntsman Tioxide</p> <p>Extension to High Tunstall School cycle shelter</p>	<p>Cycle parking – Fens shops</p> <p>Middleton Grange Shopping Centre – provision of cycle lock-ups</p> <p>Cycle parking facilities at Brierton Sports Centre</p>

Scheme Type	2016/2017	2017/2018
Signage Improvements	<p>New street name plates – various locations</p> <p>Refresh of existing street name plates – various locations</p> <p>Design Work for the “National Museum Of The Royal Navy Hartlepool” signage</p> <p>New electrical feed to vehicle activated sign in Brierton Lane</p> <p>Supply & installation of traffic signs & poles – various locations</p> <p>Attend sites and repair various faults to vehicle activated signs</p> <p>Commissioning of 2 x vehicle activated signs on Hart Lane</p> <p>York Road area – painting / refresh of street name plates</p>	<p>Boundary signage for A19</p> <p>Additional Vehicle Activated signage, as part of safety schemes</p>

Scheme Type	2016/2017	2017/2018
Cycle Route Signage	<p>Signage installation along National Cycle Network (NCN 14)</p> <p>Purchase of signage clamps</p> <p>Purchase of metal signposts</p> <p>Refresh of Sustrans Mile Point marker sculptures</p>	<p>Schemes will now be funded, via the Cycle Tracks / Lanes Budget</p> <p>Seaton promenade advisory signage</p> <p>Installation of Traffic Regulation Order (TRO) signage for Marine Point housing development – Hartlepool 31 public footpath (permissive cycle route) – laminated signage is replaced on a regular basis – suggest that more robust signage is installed, relating to the temporary diversion(s), for the duration of the development – sign poles already purchased, so signage only is required.</p>
Sustainable Travel Improvements	<p>Construction of footway in West View verge</p>	<p>Living Streets – community street audit works</p>
Travel Plans	<p>Ivanhoe Crescent – traffic management</p> <p>Speed surveys (x 7)</p> <p>3 gates (Dalton Piercy) – prohibition order</p>	<p>No budget – will now be funded as a part of the Sustainable Travel Improvements budget</p>

Scheme Type	2016/2017	2017/2018
Safer Routes To School	<p>Traffic Calming Schemes –</p> <p>Thackeray Road Wordsworth Avenue Kingsley Avenue Park Avenue Anglesey Grove</p> <p>Prohibition of waiting orders (various)</p> <p>Merlin Way crossing</p> <p>Parking restriction orders (various)</p> <p>Belisha Beacon installation</p> <p>Works to Ward Jackson Park gates – raised zebra crossing</p>	<p>Accident investigation schemes for Owton Manor Lane and Raby Road</p>
Local Safety Schemes	<p>Removal & storage of Clear Channel bus shelter from Easington Road</p> <p>Design & construction of new Easington Road signalised crossing</p> <p>Implementation of various lining works</p> <p>Prohibition of waiting orders (various)</p>	<p>Accident investigation schemes for Victoria Road and Wynyard Road. Clavering play area traffic calming scheme</p>

Scheme Type	2016/2017	2017/2018
	<p>Speed limit restriction signage –</p> <p>South Fens & Ocean Road – 20mph Brenda Road - 30mph Brenda Road– 40mph Macaulay Road – 20mph Burbank Street – 20mph Thornhill Gardens area – 20mph</p> <p>Vehicle Activated (VA) signage – various</p> <p>Speed surveys – various locations</p> <p>Osbourne Road – “speed table”</p> <p>Resurfacing – Highland Road</p> <p>Braemar Road – traffic calming</p>	
<p>Road Crossings (dropped kerb schemes)</p>	<p>Pedestrian dropped crossing at 20 Browning Avenue</p> <p>Extension of turning head and drop footway in Kinross Grove</p> <p>Installation of tactile pedestrian crossing at junction of Truro Drive and Fens Crescent (near Catcote Road end)</p> <p>Elwick Village – dropped kerbs</p>	<p>Headland – Marine Drive / Town Moor areas</p> <p>Owton Manor “K” block</p>

Scheme Type	2016/2017	2017/2018
School Safety Schemes	Torbay Grove Traffic calming Yellow lining to street corner junctions (various locations) Installation of bollards & speed cushions (Barnard Grove school) Barnard Grove – additional bollards & speed cushions	St. Bega’s School, Thorpe Street
Verge Hardening programme / car parking bays	117 King Oswy Drive Caithness Road 150 Bruce Crescent Comrie Road Oxford / Kingsley roundabout Barra Grove	Schemes to be indentified / confirmed

Scheme Type	2016/2017	2017/2018
Traffic Signal Improvements	<p>Installation of traffic signal ducts & boxes – York Road / Park Road junction Victoria Road (o/s Civic Centre)</p> <p>New traffic signals & Paving – A689 Owton Lodge Raby Road</p> <p>Traffic signals upgrade – York Rd / Park Rd</p> <p>Repair to traffic signal boxes – Jesmond Road / Chester Road</p>	Upgrade to Raby Road / Chetser Road signals
Car Park Improvements	<p>Multi-Storey Car park – Upgrade of fire alarm panel Supply & fitting of new suspended ceiling & new LED lighting on lifts 1 and 3 Upgrade of radio systems to TRBO Call Dispatcher software</p>	Car park surface and lighting improvements

Scheme Type	2016/2017	2017/2018
Highway Improvement Schemes	Supply of posts / poles “Welcome to Hartlepool” signage supply and installation 13 x manual speed surveys Catcote Road / Owton Manor Lane junction improvements	A689 crossing
LTP Footway Schemes	Reconstruction of footway in North Lane (Elwick Village), and associated works	Callander Road – side of Rossmere (St Teresa’s School) Additional schemes to be identified, as appropriate
Access To Employment	Exhibition work Installation of signage throughout the town Contract payments – Longhill Industrial Estate (x 8) junction widening Longhill Industrial Estate, repair / replace footways Contribution to CONFIRM Enterprise software	Parking improvements at King Oswy Shops

Scheme Type	2016/2017	2017/2018
Master Plan Improvements	<p>Modelling of highway improvement options for Stockton Road / York Road corridors</p> <p>Consultancy services – preparation of strategic outline business cases</p> <p>Hartlepool Masterplan Highway Option Development</p> <p>Road safety audit – Stockton Road Hartlepool</p>	Contribution to Stockton Street corridor works
Street Lighting	Lanterns – 54 watt Lockheeds	<p>Roundabout improvement schemes – centre lighting</p> <p>Tees Road lighting scheme</p> <p>Rovers Rugby Club – footpath link to Old Cemetery Road</p> <p>Town Moor – continuation of existing lighting</p> <p>Rear of Clavering Road – footpath lighting</p>
Bridges	<p>2016/17 underspend was intended to be allocated for gabion repairs on Greatham Bridge. However, due to works being undertaken by the Environment Agency, this has been delayed until 2017/18.</p>	<p>2017/18 Introduction of Bridge Condition Indicators</p> <p>Staff costs required for the introduction of the CSS (County Surveyors Society), Bridge Condition Indicator system.</p>

Scheme Type	2016/2017	2017/2018
	<p>It was discussed with Finance in March 2017 for the underspend to be carried forward to years 2017 / 18 in order to complete the gabion construction repair work.</p> <p>The construction work is being carried out in partnership with the EA and Stockton BC (overall costs to be split three ways) and following a recent meeting it has now been agreed that the works will actually be undertaken during early 2018/19 so the underspend will not be used during next year (2017/18).</p> <p>Middlethorpe Bridge repairs to deck and Greatham Creek traffic management costs during installation of the bridge deck 'Waboflex' movement joint carried out late 2016.</p>	<p>Bridge Asset Management</p> <p>Staff costs required for the introduction of a formal asset management regime as recommended by the Code of Practice for the Management of Highway Structures.</p> <p>Greatham Creek Bridge</p> <p>Re-surfacing existing bridge deck including all traffic management. Note – This bridge is jointly owned by Hartlepool Borough Council and Stockton Borough Council. Cost including fees £60,000 – (£30,000 HBC £30,000 SBC)</p> <p>Gabion design work by Maccaferri and the associated ground investigation work needed (carried out by ARC Environmental).</p>
Structural Highway Maintenance	Please refer to Appendix 3	Highway schemes were approved at the Neighbourhood Services Committee meeting, on 20 th March 2017 – itemised as 2017/18 works, Appendix 1, under the report heading HIGHWAY PLANNED MAINTENANCE WORKS (5 YEAR PROGRAMME)

Highway Maintenance 2016/2017

Year 1 2016/2017	
Street	Location
A689	Dalton back lane to Sappers Corner (sections)
Easington Road	John Howe r/about to King Oswy Drive r/about
Elwick Road	High Tunstall to cross roads
Elwick Village	High Street
Mainsforth Terrace	Full
Oxford Road roundabout	Full
King Oswy Drive	Sections
Elm Grove	Full
Oxford Street	Full
Skelton Street	Full
The Parade	Full
The Oval	Full
Ventnor Ave inc Westbrooke Ave	Full
North Road Elwick	Full
Stonethwaite Close – done as part of Powlett Road	JCT with Powlett Road
Claremont Drive	Full
Thornhill gardens	Full
Greatham Street	Full
Pine Grove	Full
Rogeri Place	Full
Torquay Avenue	Full
Sea View Terrace	Full
Beachfield Drive	Full
Lingdale Drive	Full
Egerton Terrace	Full
Commondale Drive	Full
Byron Street	Full
Hart Lane	Sections
Leyburn Street	Full

NEIGHBOURHOOD SERVICES COMMITTEE

3rd July 2017



Report of: Assistant Director (Environment and Neighbourhood Services)

Subject: **QUARTER 4 – COUNCIL OVERVIEW OF PERFORMANCE AND RISK 2016/17**

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 For information.

2. PURPOSE OF REPORT

2.1 To inform Neighbourhood Services Committee of the progress made against the relevant areas of the 2016/17 Council Plan. The report also provides the Committee with an update on Allotments as agreed by this committee on the 26th July 2016.

3. BACKGROUND

3.1 The Council Plan includes a number of key actions, performance indicators and risks which set out how the Council intends to deliver on its priority outcomes. The Council Plan 2016/17 was agreed by Council on the 17th March 2016.

3.2 At the end of each quarter officers provide an assessment of progress against the actions, performance indicators and risks in the Plan. These assessments are collected together and form the basis of the quarterly performance reports to Committee. Progress is categorised as:

Performance Indicator	Action
Achieved	Completed
On track to achieve target	On track to be completed
Acceptable progress made	Acceptable progress made
Requiring intervention	Requiring intervention
Not achieved	Not completed
No value	

- 3.3 At the beginning of the municipal year each Policy Committee identified 4 key areas of activity that they would like to receive updates on through these quarterly performance reports (i.e. one for each quarter). For Neighbourhood Services Committee they were agreed as:

Quarter 1 - Enforcement
Quarter 2 – Waste & Recycling
Quarter 3 – Highways & Transportation
Quarter 4 – Allotments

4. QUARTER 4 PERFORMANCE REPORT

- 4.1 Overall progress against actions, performance indicators and risks that are relevant to the Neighbourhood Services Committee are identified in the performance report (**Appendix 1**).
- 4.2 The Regeneration and Neighbourhoods department has also provided an update on allotments (**Appendix 2**).

5. RISK IMPLICATIONS

- 5.1 There are no risk implications.

6. FINANCIAL CONSIDERATIONS

- 6.1 There are no financial considerations.

7. LEGAL CONSIDERATIONS

- 7.1 There are no legal considerations.

8. CHILD AND FAMILY POVERTY

- 8.1 There are no child and family poverty considerations.

9. EQUALITY AND DIVERSITY CONSIDERATIONS

- 9.1 There are no equality and diversity considerations.

10. SECTION 17 OF THE CRIME AND DISORDER ACT 1998 CONSIDERATIONS

- 10.1 There are no Section 17 considerations.

11. STAFF CONSIDERATIONS

11.1 There are no staff considerations.

12. ASSET MANAGEMENT CONSIDERATIONS

12.1 There are no asset management considerations.

13. RECOMMENDATIONS

13.1 The Neighbourhood Services Committee is requested to:

- Note the progress made on the specific areas of the Council Plan relevant to the Committee as set out in **Appendix 1**.
- Note the update on Allotments, as set out in **Appendix 2**.

14. REASONS FOR RECOMMENDATIONS

14.1 Neighbourhood Services Committee have responsibility for a number of services that are included within the Council Plan.

15. BACKGROUND PAPERS

15.1 There were no background papers used in the preparation of the report.

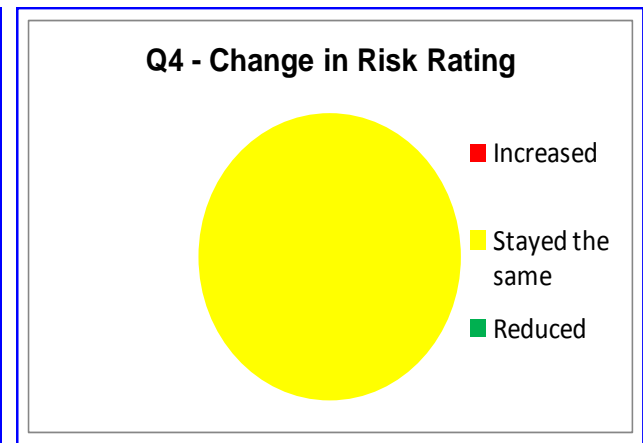
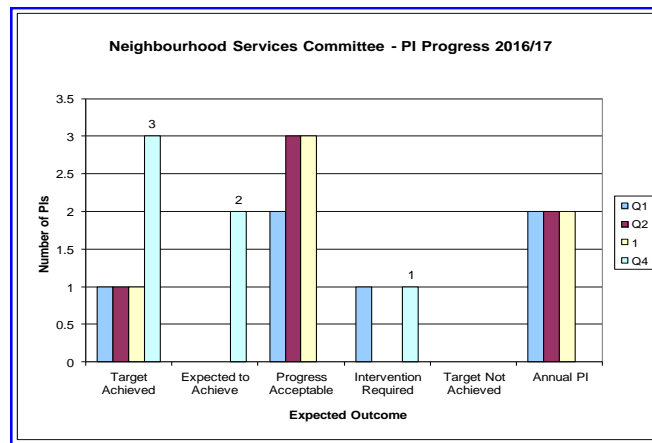
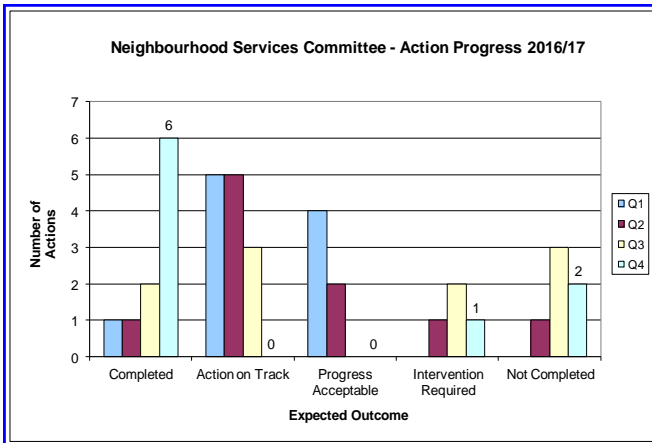
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DRAFT

Quarter 4 Performance Update 2016/17 Neighbourhood Services Committee



Action Update:

Of the actions within the Council Plan and within the remit of Neighbourhood Services Committee:

- 6 have been completed
- 1 requires intervention
- 2 are not complete

Targeted Performance Indicator Update:

Of the targeted PIs within the Council Plan and within the remit of the Neighbourhood Services Committee:

- 3 have achieved target
- 2 are expected to achieve when the outturn is available
- 1 requires intervention

Change in Risk:

There has been no change in risk rating to the four risks within the Council Plan under the remit of the Neighbourhood Services Committee.

Allotment Performance Review

Achievements

Stranton Relocation

During 2016 the first phase of a review into allotment provision within the town was undertaken and the second phase will be presented to committee when works are completed. A major piece of work undertaken over the last year has been the relocation of over 30 tenants from the Stranton allotment site due to the expansion of Stranton cemetery. This project involved extensive consultation with the affected tenants to establish their preferred site for relocation and to agree an acceptable level of assistance. The project is currently nearing completion with a deadline for final hand-over of the site of March 2018.

Improved Offer

The Allotment Service has also worked hard to improve the quality of the plots on offer, despite challenging financial circumstances. A special offer scheme was introduced in 2016 to make long-term vacant plots more attractive to potential new tenants. Under the scheme, the plots are offered on the basis that the new tenant will carry out the clearance of the plot in exchange for the provision of (for example) new fencing or additional skips. Those taking on a plot under the scheme are also granted an extended probation period. To date, 9 long-term vacant plots have been brought back into use through this scheme.

Occupancy Rate

Following work to identify problem plots and efforts to improve these and attract new tenants, there has been a slight increase in the occupancy rate for the allotment service (as shown in Table 1).

Table 1

	No. Plots	No. Tenants	Occ. Rate
2015-16	1028	1017	98.8
2016-17	1029	983	95.5
2017-18 (projected)	977	967	98.9

The drop in the occupancy rate shown in 2016 is due to plots being “held back” to provide alternative plots for the tenants being relocated from Stranton. Following the relocation of all but one of the affected tenants, the 52 plots on the cemetery site have now been removed from the total provision.

Security Improvements

Security has always been a significant issue with the allotments. During 2016, the Allotments Service worked closely with the Community Safety team and Thornhill Allotment Association to set up a Neighbourhood Watch Scheme for the site. Using the existing Association committee structure the group created their own Neighbourhood Watch Association. The group have since carried out several site security surveys and have installed signage and anti-climb paint provided by the allotments and community safety teams. A property marking session is planned with Cleveland Police to take place during summer 2017 and the Allotments Service is now looking to extend this project to other allotment sites.

Inspections

The annual allotment inspections have continued and the Service continues to use the “traffic light” grading system for assessing plots. The system of warning and advisory letters was tweaked slightly in 2015 so that all tenants graded “amber” would now receive an “advisory” letter rather than some receiving a warning and some not. The advisory letters are issued to identify issues before they escalate to official warning level and explain where improvements need to be made.

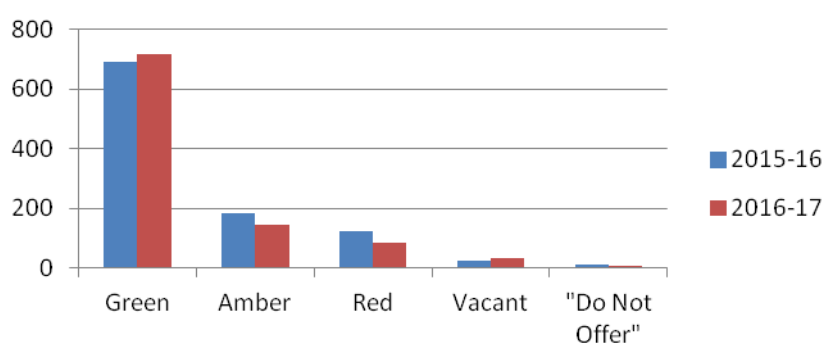
The format of the inspections was amended the following year (2016) so that appointments were made for those plots which cannot be seen from outside at the start of the inspections. This allowed for those tenants who missed the first round of appointments to be fitted in during the main inspections rather than being tagged on at the end in October when most plots are being wound down for the winter. This saved over a month off the inspection timetable and meant all plots could be inspected at the right time of year.

Allotment Performance Review

Achievements

The numbers of red, amber and green inspections are shown in Table 2. The table shows that the majority of plots are graded green for being in good condition. There was a slight drop in the number of amber and red plots in 2016, with a corresponding increase in green plots showing a slight overall improvement in plot condition.

Table 2: Inspection Results Summary 2015-17



Allotment Contacts

In January 2015, the Council's customer services team took over the initial point of contact for the allotments service, providing telephone response to the majority of calls and also a face-to-face service via the service desk in reception. This now allows for the number of such contacts to be recorded. Table 3 shows that from 2015 to 2016, the number of enquiries remained roughly the same (note that the low number of enquiries received for April-June 2015 was due to the installation of a new telephone system). The table also shows the peak times for both telephone and face-to-face enquiries are March/April to coincide with the annual invoices. A second peak occurs from August-October which coincides with the results of the annual inspections being sent out to tenants.

Table 3: Allotment Contacts

