



DARLINGTON

Borough Council

Communities and Local Services Scrutiny Committee Agenda

10.00 am

Thursday, 21 October 2021

Council Chamber, Town Hall, Darlington, DL1 5QT

Members of the Public are welcome to attend this Meeting.

1. Introductions/Attendance at Meeting
2. Declarations of Interest
3. To approve the Minutes of the meeting of this Scrutiny held on 19 August 2021 (Pages 3 - 8)
4. Waste Management –
Presentation by Assistant Director Community Services
(Pages 9 - 30)
5. Darlington Rail Heritage Quarter –
Presentation by Assistant Director Community Services
(Pages 31 - 62)
6. Management of Grass Verges - Progress Report –
Report of Group Director of Services
(Pages 63 - 114)
7. Work Programme –

Report of Group Director of Operations
(Pages 115 - 132)

8. SUPPLEMENTARY ITEM(S) (if any) which in the opinion of the Chair of this Committee are of an urgent nature and can be discussed at the meeting.
9. Questions



Luke Swinhoe
Assistant Director Law and Governance

Wednesday, 13 October 2021

Town Hall
Darlington.

Membership

Councillors Allen, Bartch, Cossins, Mrs Culley, Donoghue, Haszeldine, B Jones, McCollom, Tait, Wallis and Willis

If you need this information in a different language or format or you have any other queries on this agenda please contact Hannah Fay, Democratic Officer, Operations Group, during normal office hours 8.30 a.m. to 4.45 p.m. Mondays to Thursdays and 8.30 a.m. to 4.15 p.m. Fridays email: hannah.fay@darlington.gov.uk or telephone 01325 405801

COMMUNITIES AND LOCAL SERVICES SCRUTINY COMMITTEE

Thursday, 19 August 2021

PRESENT – Councillors Tait (Chair), Allen, Cossins, Mrs Culley, B Jones, McCollom, Wallis and Willis

APOLOGIES – Councillors Bartch and Donoghue,

ABSENT – Councillors Haszeldine

ALSO IN ATTENDANCE – Councillors Keir

OFFICERS IN ATTENDANCE – Mike Crawshaw (Head of Leisure and Cultural Services), Seth Pearson (Partnership Director), Tom Bryant (Head of Transport, Tees Valley Combined Authority), Sarah Small (Darlington Partnership Programme Officer), Andrew Casey (Head of Highway Network Management) and Hannah Fay (Democratic Officer)

CLS9 DECLARATIONS OF INTEREST

There were no declarations of interest reported at the meeting.

CLS10 TO APPROVE THE MINUTES OF THE MEETING OF THIS SCRUTINY HELD ON :-

(1) 17 JUNE 2021

Submitted – The Minutes (previously circulated) of the meeting of this Scrutiny Committee held on 17 June 2021.

RESOLVED – That the Minutes of the meeting of this Scrutiny Committee held on 17 June be approved as a correct record.

(2) 25 JUNE 2021

Submitted – The Minutes (previously circulated) of the meeting of this Scrutiny Committee held on 25 June 2021.

RESOLVED – That the Minutes of the meeting of this Scrutiny Committee held on 25 June be approved as a correct record.

CLS11 TEES VALLEY COMBINED AUTHORITY TRANSPORT UPDATE

The Head of Transport, Tees Valley Combined Authority, gave a presentation (previously circulated) providing Members with a Transport update.

The presentation outlined the Strategic Transport Plan (STP) vision and objectives; details were provided of the STP themes; and there were 32 high-level actions and interventions identified in the STP, with good progress being made against these actions. Members requested further details of the performance framework used to monitor progress.

Details were provided of progress against the STP themes; National Rail, Major Roads, Connecting Centres, Unlocking Key Sites, Local Journeys and Social Equality and Environment; and the delivery of actions in response to the Covid-19 pandemic.

Particular reference was made in respect of progress for improved national rail services; a collaborative response had been submitted to the East Coast Mainline May 2022 proposals, with a further announcement imminent; and that this would be shared with Members.

Discussion and challenge ensued on the progress of the Darlington Northern Link Road; Members were informed that an outline business case had been completed and various funding opportunities were being considered to progress the scheme. The Portfolio Holder for Local Services assured Members that this was a priority.

Particular discussion ensued on the bus service in Darlington. Members felt that the buses were unreliable; that the information for customers at bus stops was inadequate and outdated; and that the online app was not user friendly. The Head of Transport confirmed that a new national bus strategy had been published; that the local transport authority would be pursuing an enhanced partnership with bus operators to deliver bus service improvement via five key areas; decarbonization, service delivery, infrastructure, fares and improving customer experience. The Tees Flex service was in place for a contract term of three years at a cost of £1M per year, with 9 vehicles providing a service across the Tees Valley to address gaps in the network. Members requested details of costing per passenger and it was proposed that Arriva be invited to a future meeting of this Scrutiny to discuss operational issues in Darlington.

Reference was made to the future funding including the future devolved budget; Members were advised of the announcement of the City Region Sustainable Transport Settlement; and that over £27M of additional funding had been secured in 2020/21, with an additional investment of £500M being sought for major schemes including Darlington Station.

Following a question in respect of the transport options for the night time economy; the Head of Highway Network Management advised members that the Police and Crime Commissioner for Durham was aware of the issues raised and had identified a number of proposals to address these, including night time buses and taxi marshals; further information would be provided to Members when available.

RESOLVED – That the thanks of this Scrutiny Committee be extended to the Head of Transport, Tees Valley Combined Authority for his informative and interesting presentation.

CLS12 PLAYING PITCH AND FACILITIES STRATEGY

The Group Director of Services submitted a report (previously circulated) requesting that Members give consideration to the updated Playing Pitch and Built Facilities Strategy (also previously circulated), prior to its consideration at Cabinet on 7 September 2021.

It was reported that the Sports Facilities Strategy which was previously published in 2014 had been updated to give consideration to the indoor and outdoor sports facilities; set out the strategic direction and site-specific priorities for the future delivery of sports facilities across

the Borough until 2031; and the strategy would remain a valid document for the period 2021-2025.

Reference was made to the significant improvement and investments as a result of the existing playing pitch and sports facilities strategy. Details were also provided of the vision of the strategy; key drivers for the strategy refresh; and that an updated project action plan would be used to monitor the delivery of required actions.

Discussion ensued in respect of the provision of play and street sports facilities, including but not limited to bike tracks and skate parks; Members recognised the requirement for a strategy to oversee these facilities. In addressing Members concern regarding the condition of a number of pitches across the town, the Head of Culture informed Members that the strategy would focus on a hierarchy of facilities, prioritising strategic hub sites; that £70K of equipment had been received from the FA to maintain the pitches at two hub sites; and that the Council would continue to maintain single pitches.

Discussion also ensued in respect of funding opportunities; Members proposed that the Covid Funding could be used towards the provision and improvement of sports facilities in Darlington; and Members also made reference to the lack of clarity within the Strategy in respect of disabled sports provision in Darlington.

RESOLVED – (a) That the report be received.

(b) That be Cabinet be advised of this Scrutiny's view that:

- (i) consideration should be given to the introduction of a Street Sports and Play Strategy.
- (ii) consideration should be given to the utilisation of the Covid Funding towards the provision and improvement of sports facilities in Darlington.
- (iii) a paragraph be included in the Strategy, providing clear, explicit information in respect of the disabled sports provision in Darlington.

CLS13 LIBRARY SERVICES

The Head of Culture provided Members with an update in relation to the refurbishment of Crown Street Library to restore, improve and modernise the library.

Reference was made to the challenges in respect of the roof works, due to the location of the building; that the design and tender process for the scaffold would be complete by October; the works to the library would be finalised by October 2022; and that the costs were still within the agreed budget.

RESOLVED – That the update be noted.

CLS14 THE NORTHGATE INITIATIVE

The Chief Executive submitted a report (previously circulated) updating Members on the

current position and developments of the Northgate Initiative.

It was reported that the Northgate Initiative, which was established in 2019, comprised of a multi-agency programme which sought to pilot a range of interventions in order to improve outcomes for local residents; and that the workstreams aligned with a local framework for wellbeing indicator set that had been developed by ONS, Public Health England and What Works Centre for Wellbeing and Happy City.

The submitted report stated that there had been some measurable improvements over the past 18 months; that momentum was building as the pandemic restrictions were being lifted; and details were provided of the workstream achievements to date in respect of environment, crime and security, housing, economy, childhood and education, health and shaping places for healthier lives.

Following questions, Members were advised of the intention to implement the methodology and learning from this initiative in other wards where required; the importance of community engagement in achieving the objectives of the initiative; that work being undertaken to set timescales for outcomes; and Members welcomed the possibility that further empty properties in the ward could be purchased and refurbished as part of the initiative.

RESOLVED – (a) That the report be noted.

(b) That Members look forward to receiving an update at a future meeting of this Scrutiny Committee.

CLS15 PERFORMANCE INDICATORS - QUARTER 4 2020/2021

The Group Director of Services submitted a report (previously circulated) providing Members with an update on performance against those key performance indicators within the remit of this Scrutiny Committee for the period 2020/21.

It was reported that of the 27 indicators reported to this Scrutiny Committee 18 were reported six monthly at nine were reported annually.

The submitted report gave the performance position in relation to the 27 indicators, of which seven were showing performance better than the same period last year or from when last reported, four indicators were showing performance the same, whilst ten indicators were showing performance not as good as the same period last year or from when last reported; and that six indicators had not been reported due to the coronavirus restrictions.

RESOLVED – That the submitted report be noted.

CLS16 WORK PROGRAMME

The Group Director Operations submitted a report (previously circulated) requesting that consideration be given to this Scrutiny Committee's work programme and to consider any additional areas which Members would like to suggest should be included in the previously approved work programme.

RESOLVED – That the current status of the work programme be noted.

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Communities and Local Services Scrutiny Committee 21st October 2021

Waste Management



Responsible Waste Management is Everyone's Business

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DARLINGTON
Borough Council

National Policy Resources and Waste Strategy for England

- Ambitious targets for increasing recycling – 45% to 65% (2035)
- Minimise future waste growth
- Preventing waste from disposal via landfill (10% limit)
- Food waste banned to landfill 2030
- 30% of all plastics shall be required to be derived from recycling
- Consistency for Dry Recycling
- Separate food waste collections (weekly) to be mandated
- Free Garden Waste Collection
- Extended Producer responsibility polluter pay packaging material from 2023
- Deposit Return Scheme from 2023

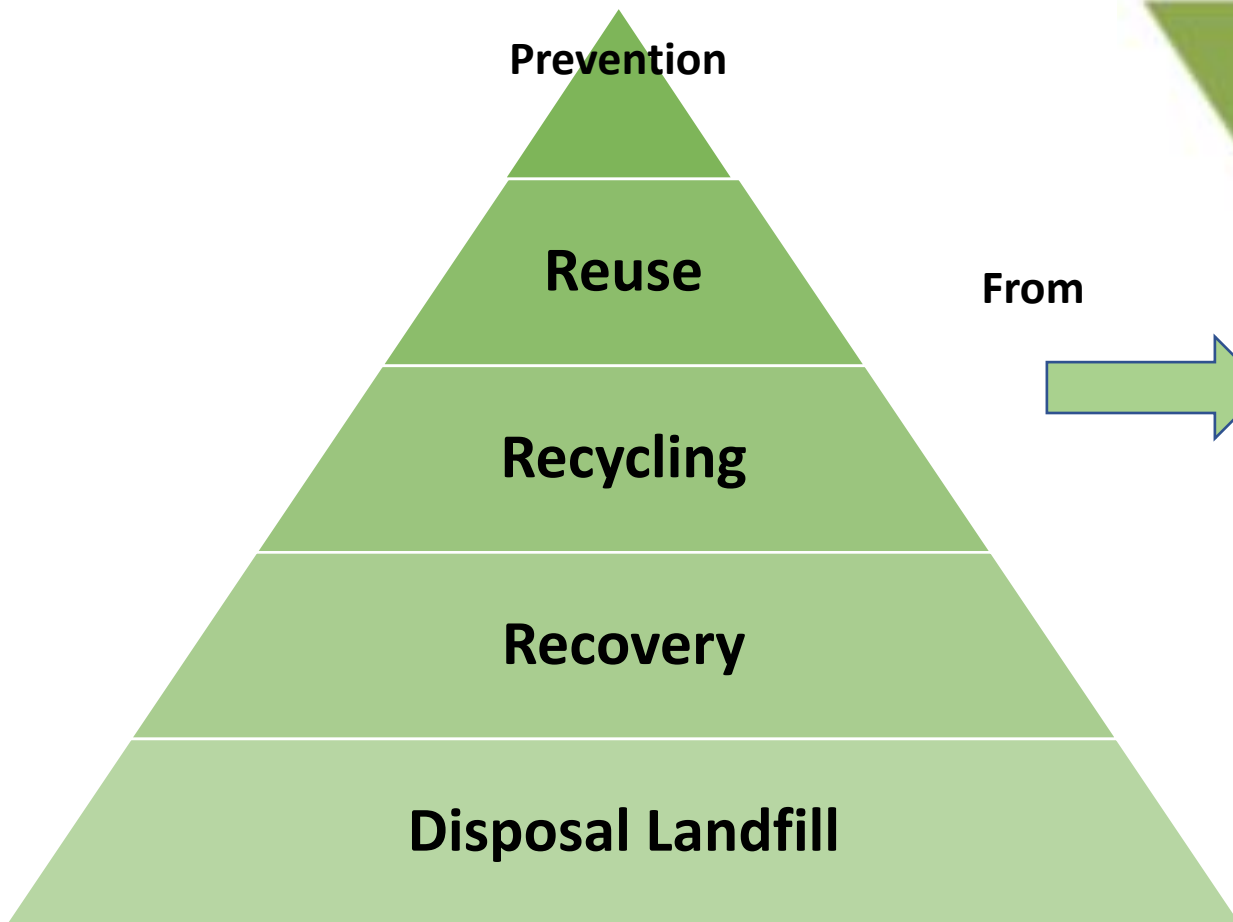




- We all play our part
- Government
 - Manufacturers
 - Council
 - Resident

Waste Hierarchy

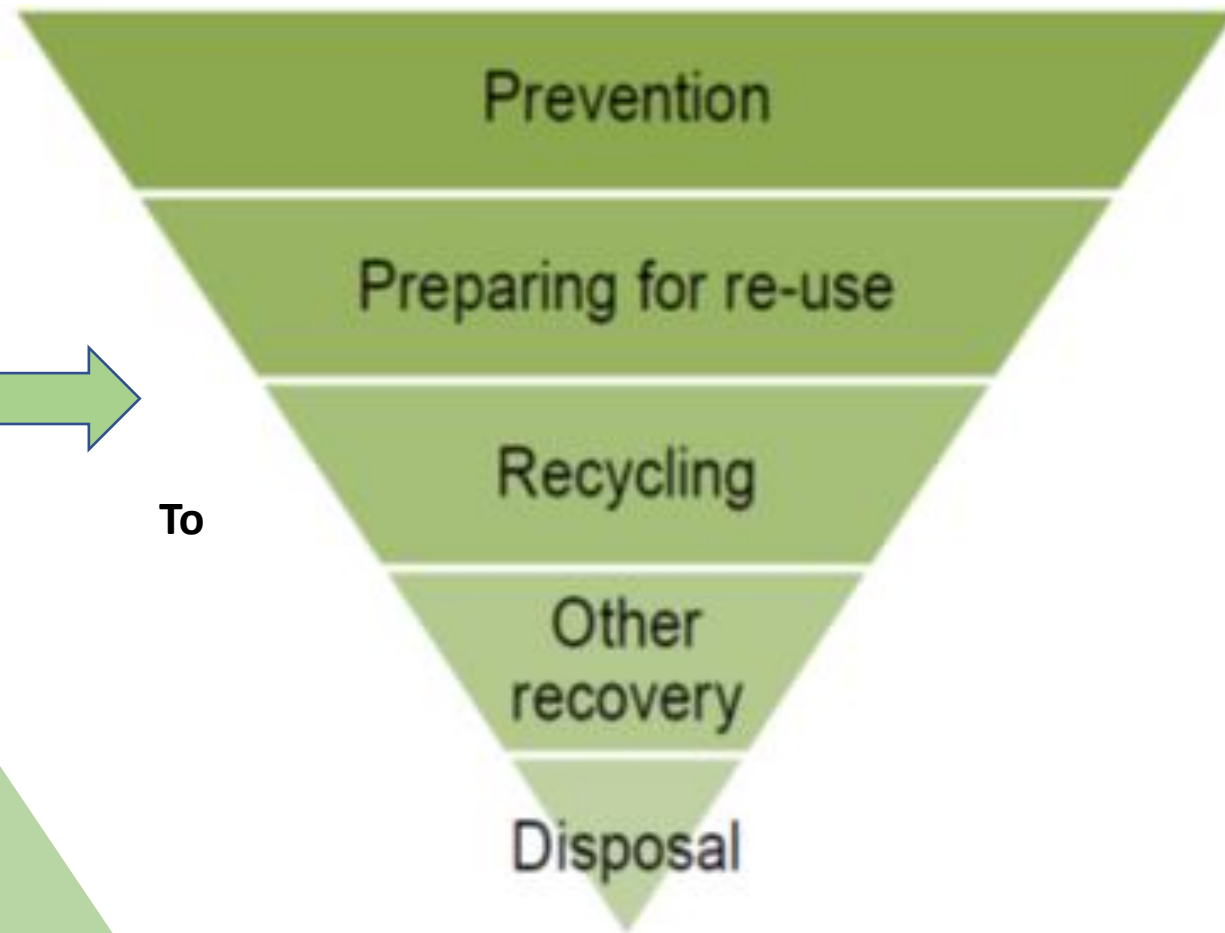
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From



To



Tees Valley Joint Waste Management Strategy 2020 – 2035

Our Vision for the Future – Sustainable Waste Management

The Tees Valley Joint Waste Management Strategy aims to deliver a high quality, accessible and affordable waste management service that contributes to:

- economic regeneration, including employment and a more circular economy;
- the protection of the environment and natural resources; and
- reducing the carbon impact of waste management

and:

- delivers customer satisfaction;
- reduces the amount of waste generated by householders and the Councils;
- increases reuse and recycling;
- then maximises recovery of waste, and;
- works towards zero waste to landfill

Strategy Objectives

Waste generation:

- Aim to maintain the current level of below 1 tonne of household waste per household

Reuse and recycling:

Increase reuse, recycling and composting of household waste from the current levels to:

- 45% to 50% in the first five years of this strategy (2020 to 2025);
- between 2025 and 2030 seek to further improve reuse, recycling and composting beyond the 2025 levels;
- set targets for beyond 2030 during the strategy review in 2025

Waste recovery and landfill diversion:

- provide sufficient waste recovery capacity to ensure that no more than 10% of LACW waste is landfilled

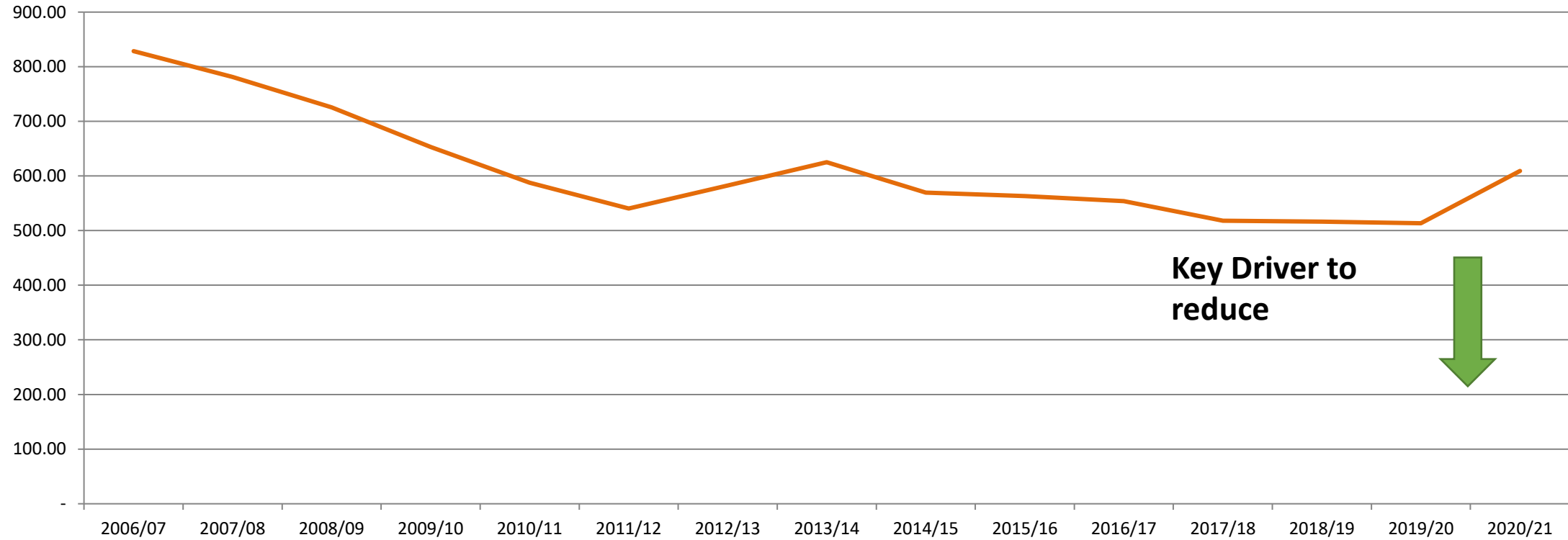
Where Are We Now

- Residual waste collected fortnightly, which goes through a Mechanical Biological Treatment Process then majority of output Refuse Derived Fuel
- Fortnightly Dry Recycling; Paper, Card, Plastics, Cans and Glass
- Majority of properties 240L waste bin, 240L recycling bin, 40L glass box, approx. 7000 properties have 40L box for recycling. Plus option for larger waste bin and additional recycling bins therefore residents have adequate capacity for their waste if managed responsibly
- Chargeable Garden Waste Collections, 8900 properties, processed via in vessel composting to produce PAS 100 compost suitable for Soil Production or spread to agricultural land
- Chargeable Bulky Waste Collection Service
- Charities Providing Reuse of Furniture and White Goods
- Household Waste Recycling Centre



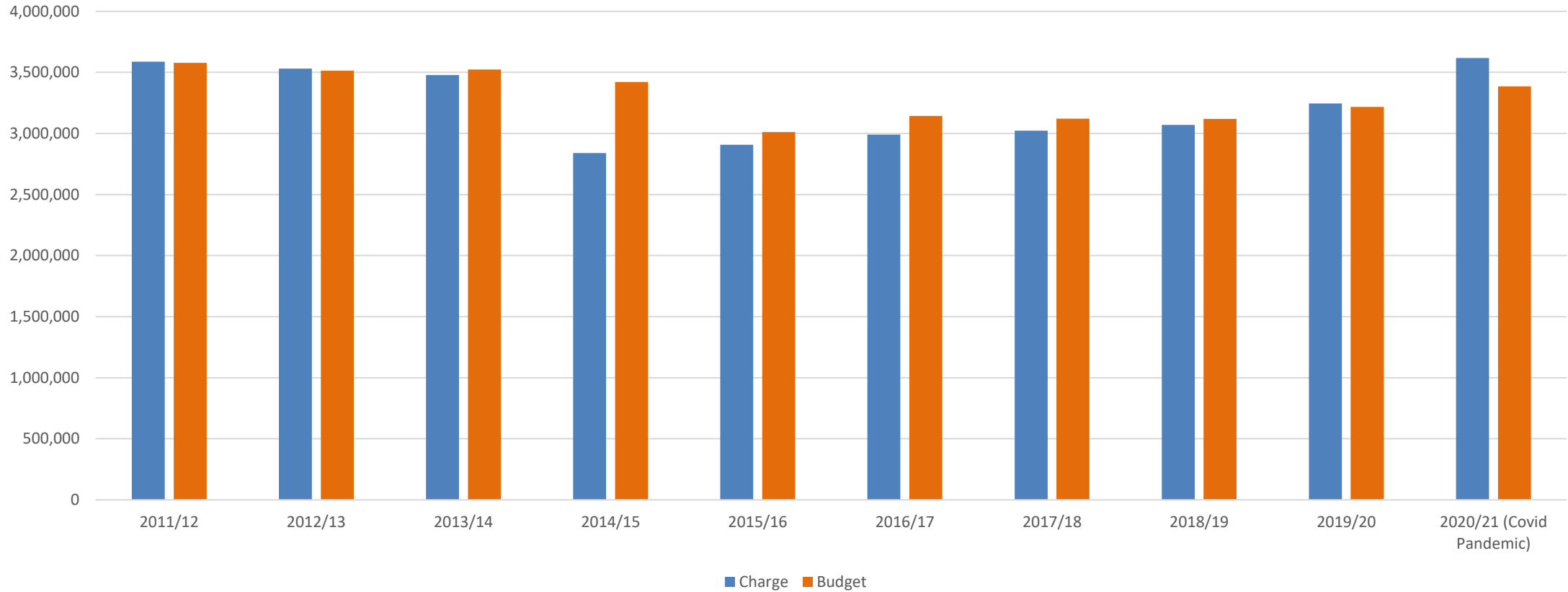
Residual Household Waste per Household Kg

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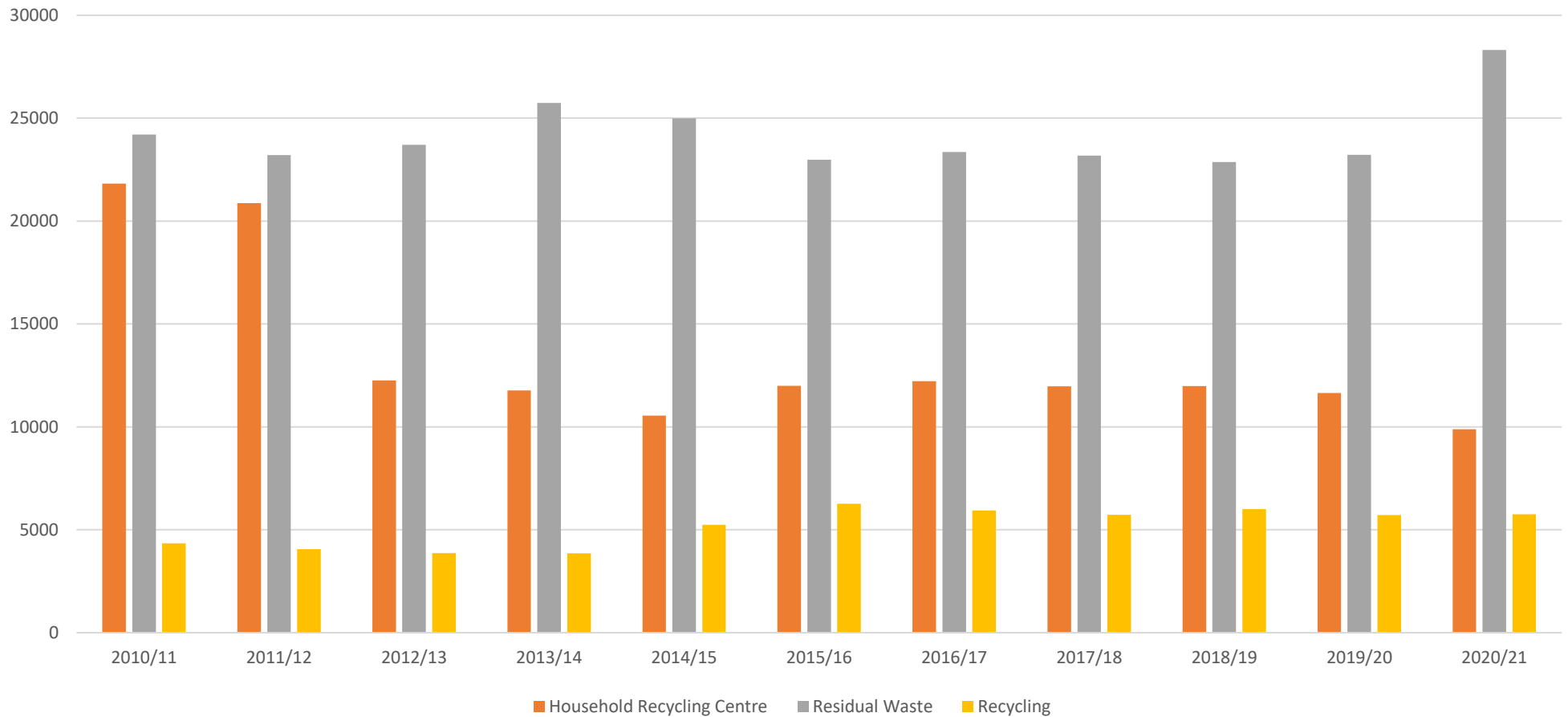


Waste Treatment Cost V Budget

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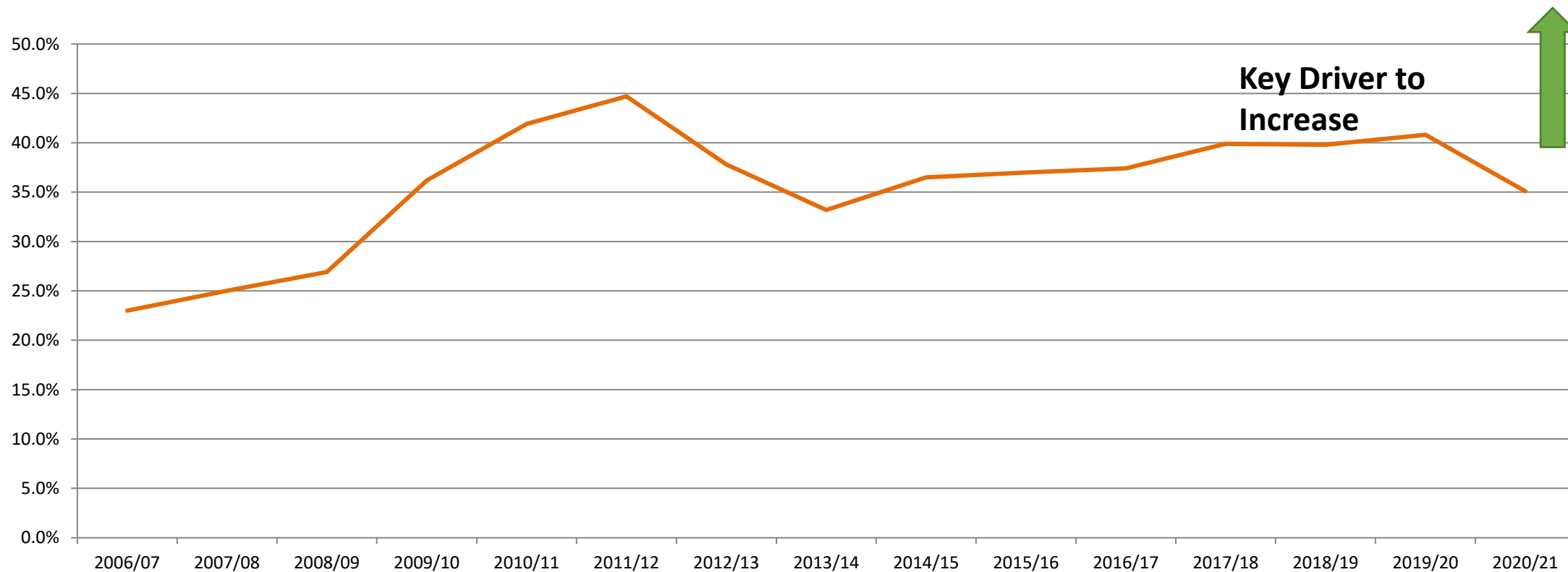


Waste Streams Tonnes



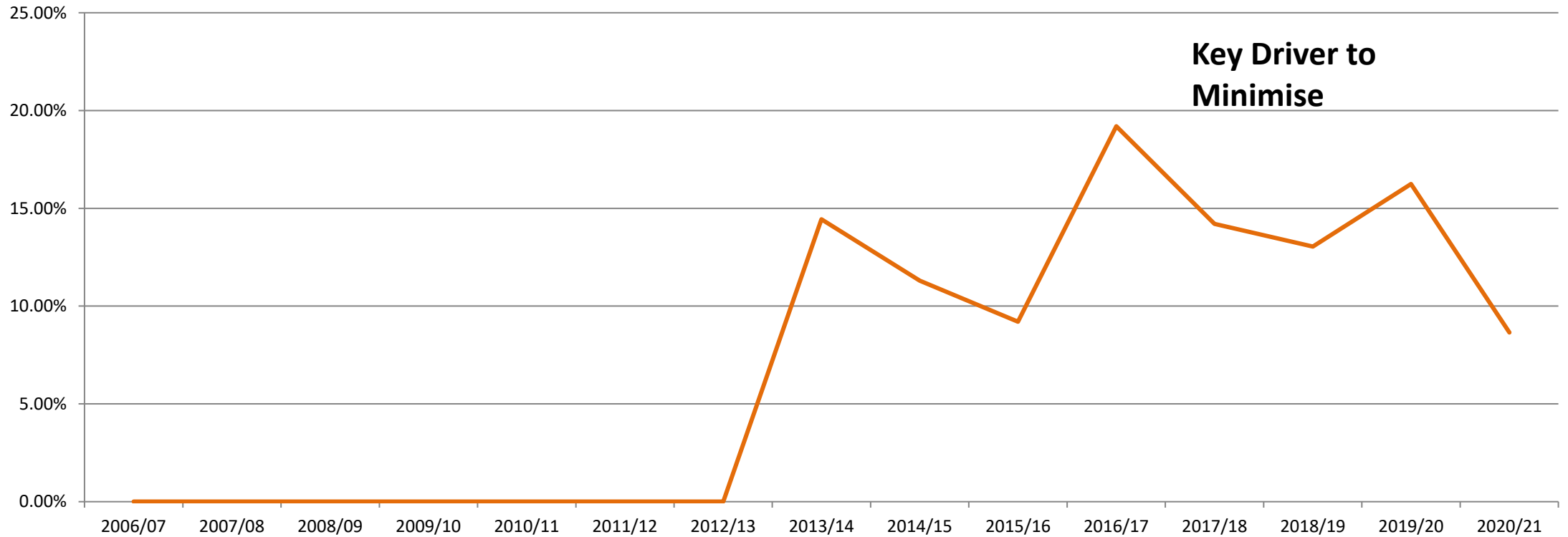
Percentage of Household Waste sent for Reuse, Recycling or Composting

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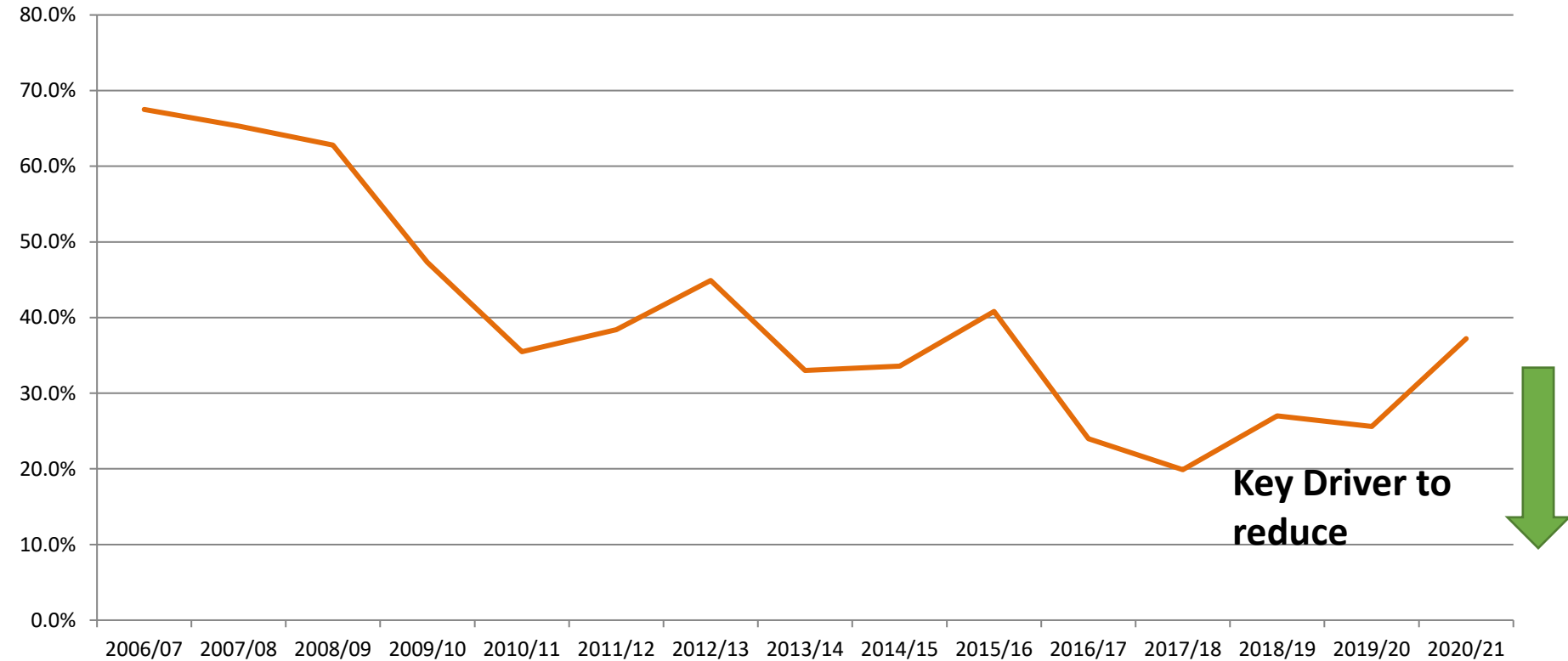
Percentage of Household Waste sent for Energy Recovery

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Percentage of Municipal Waste sent to Landfill

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Changes Required to Improve Performance

- New residual waste treatment facility with options for carbon capture
- Food waste collection service and
- Food waste treatment contract
- Free garden waste collection service
- Dry recycling service to meet national consistency standards
- Additional vehicles for food waste collection, garden waste and additional properties
- Funding for the above

Tees Valley Energy Recovery Facility (TVERF)

- Designed to take 450K tonne and have 40- year lifespan TV 5 Councils, DCC and NCC managed through a local authority special purpose vehicle LA-SPV
- Even under the most ambitious future recycling scenarios, there will still be a proportion of residual waste that needs to be treated. (waste left over after reuse and recycling)
- TVERF will provide a secure, sustainable, reliable and affordable solution for residual waste
- Will help Darlington and other LAs to work towards achieving zero-waste to landfill.
- For comparison, energy recovery typically produces around 200kg less CO2 for every tonne of residual waste processed compared with landfill.
- Teesside carbon capture project an MOU with the project has been signed therefore actively looking to develop a carbon capture solution for Teesside and the TVERF.
- TVERF will utilise industry standard flue gas treatment technologies and will have very strict emissions limits which will be closely monitored by the Environment Agency.
- In practice, well-run modern facilities like the TVERF typically operate well within their permitted levels across the range of emissions factors and this is a matter of public record.

Food Waste

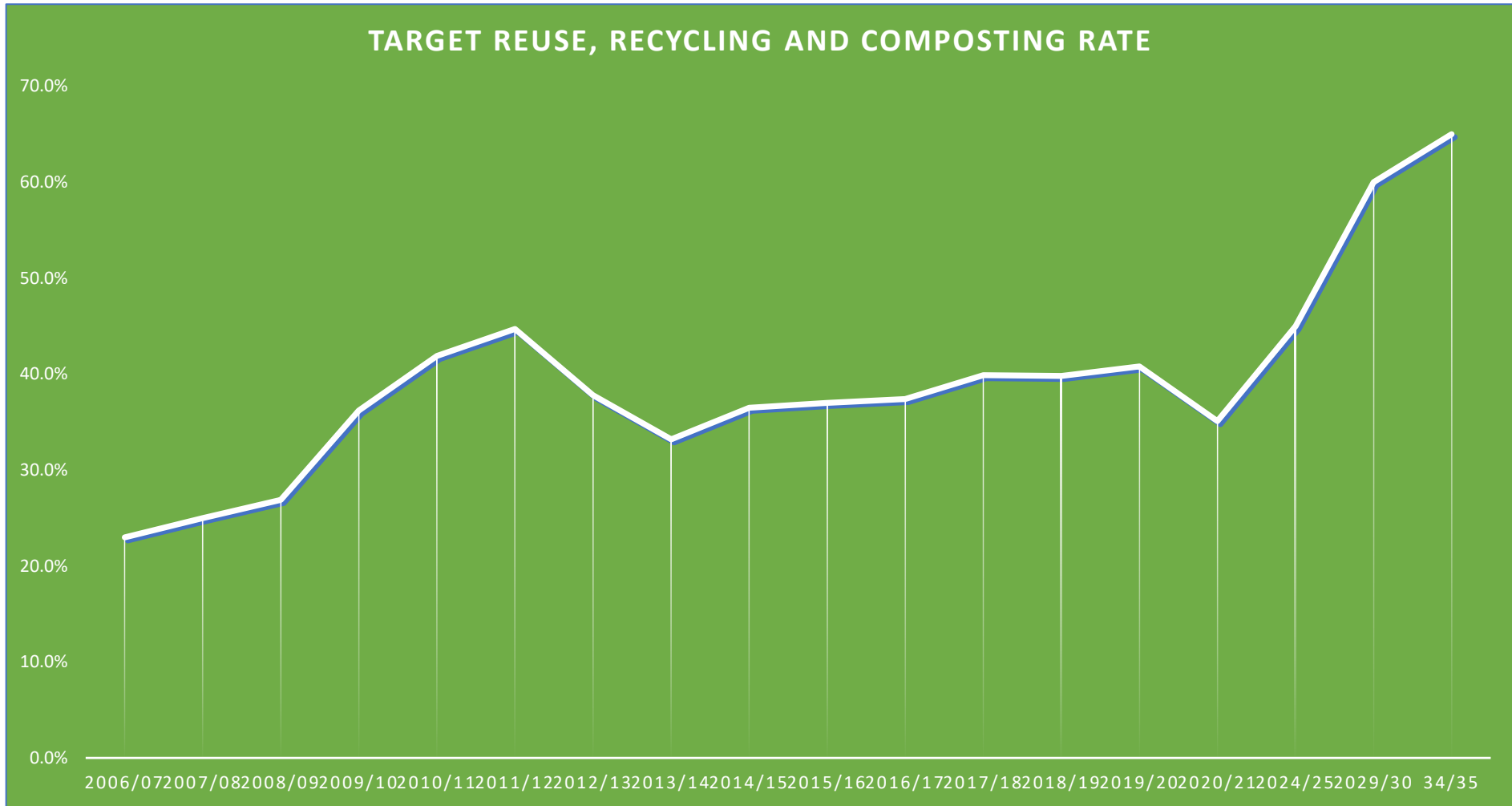
- Separate food waste collections to be introduced weekly from 2024/25.
- From the Waste Flow Models for the TVERF, it is estimated that the 5 TVA's will generate ~39ktpa of separately collected food waste
- Across the 12 LA's, it is estimated that ~97ktpa of food waste will be collected.
- Across England, +1.4mt of food waste will be collected by 2033, with a surge likely 2023-2025.
- There is lack of food waste treatment capacity both regionally and nationally (+35 plants at 40ktpa required by 2031).
- New plant minimum 40ktpa capacity required for a gate £40/t at ~ £18m capex per plant. 25 year contract; gas to grid
- Need to scope out the approach to food waste treatment with N.E Councils

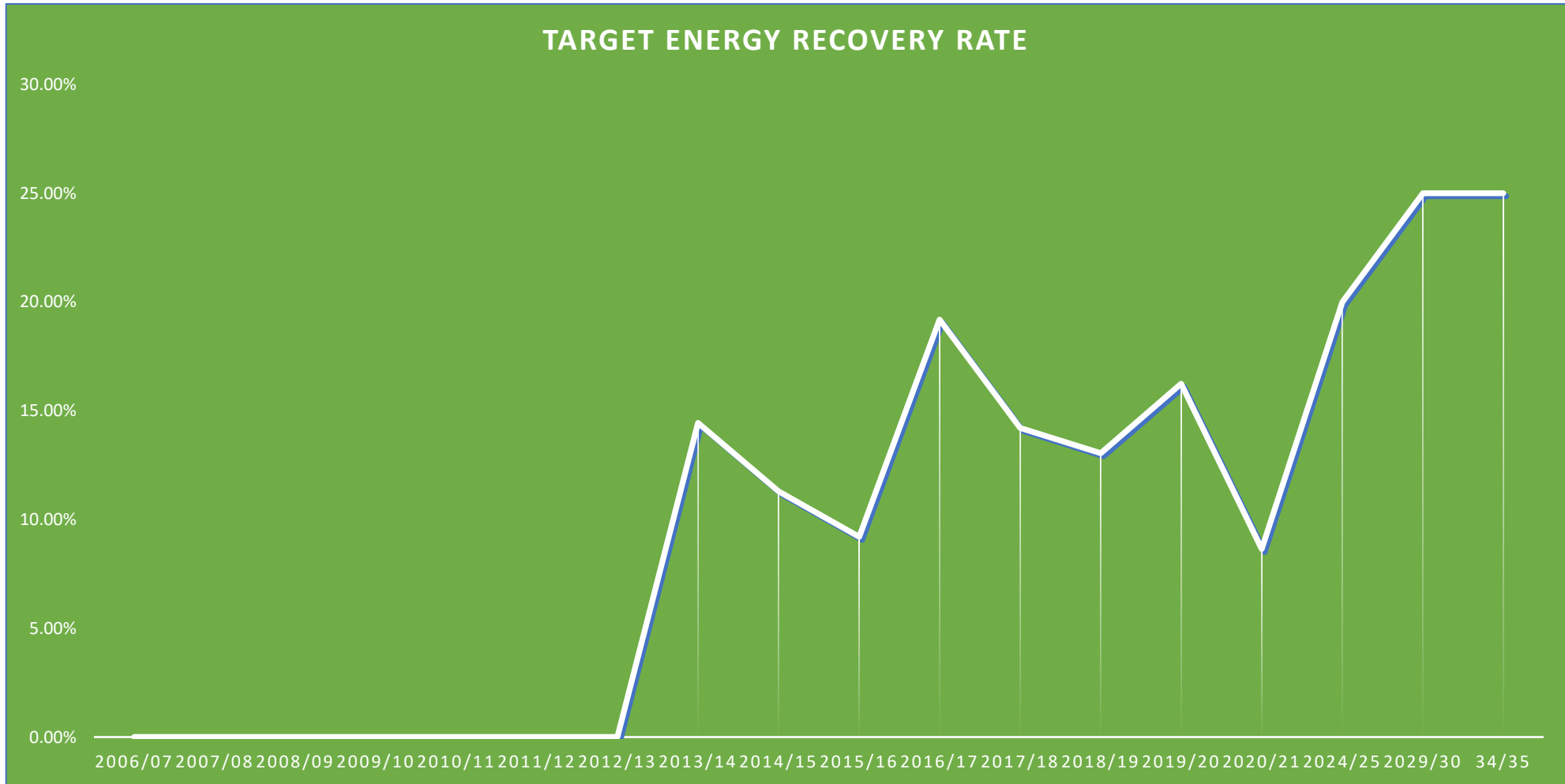
Timeline for Waste Management Changes

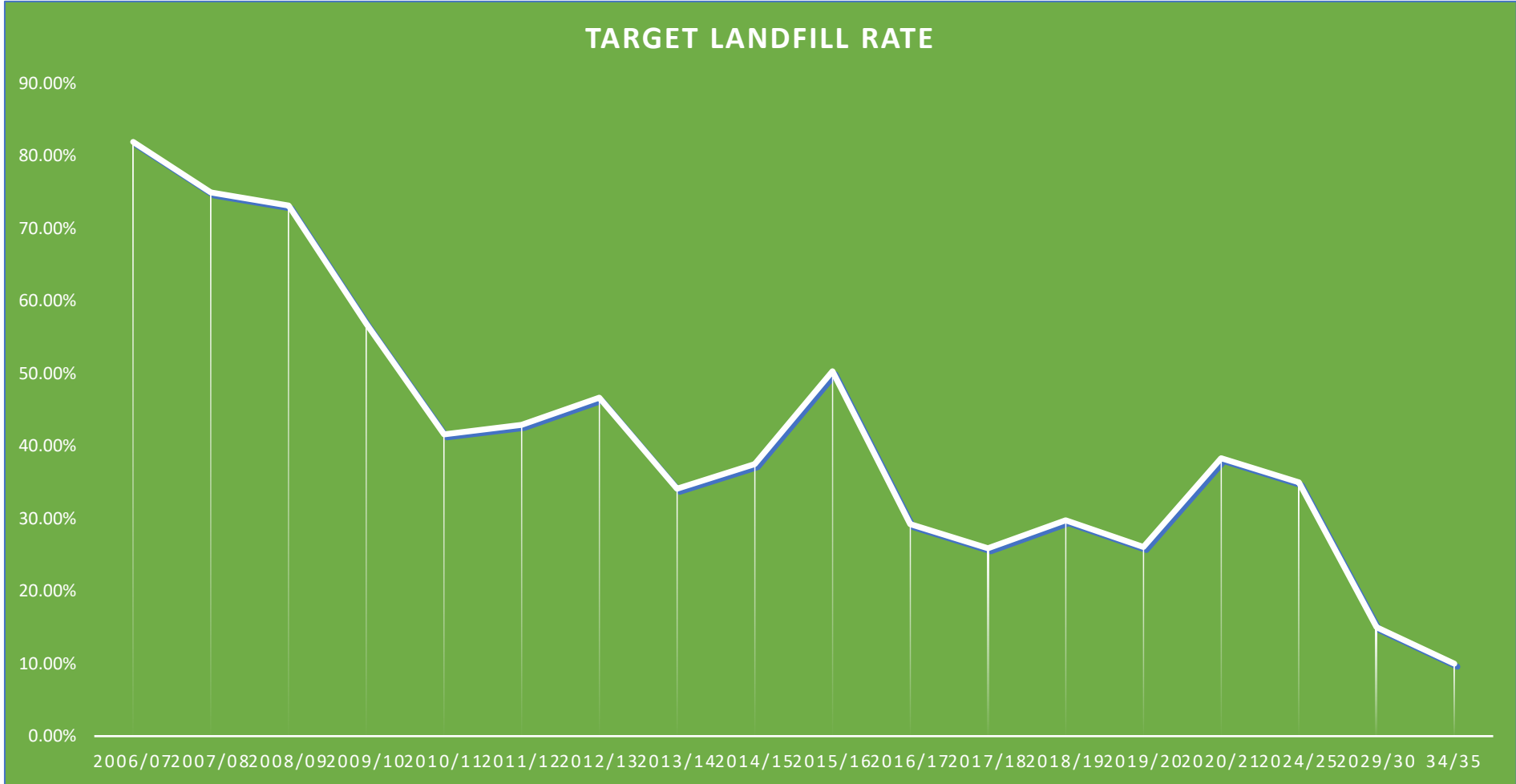
	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31	31/32	32/33	33/34	34/35
Joint Waste Management Strategy														
Existing Contract Residual Waste														
Existing contract HWRC														
Existing Contact Recycling Material														
Cabinet Report LA-SPV and IAA														
New ERF 7 LAs														
New Transfer and Haulage Contract														
Consistency in dry recycling														
Food Waste														
Cabinet Report free Garden Waste / Food Waste														
Food Waste Treatment Contract to Procure														
Free Garden Waste														

In Place
 Waiting for Environment Bill
 New Contract
 Cabinet Report
 Procurement













What is DRHQ?

- A Destination Tourist Attraction
- A Heritage Attraction
- Urban Regeneration Scheme
- A Museum
- Place Making
- Community Initiative



DRHQ Is

- All of these
- A Game Changer for the local community
- By 2025 will put Darlington and Tees Valley on the world map
- Legacy and catalyst to regenerate the area
- Modern Passenger Rail began here and changed the world connecting communities around the world
- No where else can claim this or has this collection of Historic Rail Assets
- No where else will have this unique attraction, DRHQ
- Where the Past meets the Future
- 2025 Tees Valley 2012 Olympics
- Celebration of Darlington's Heritage
- A key new visitor attraction in the Tees Valley



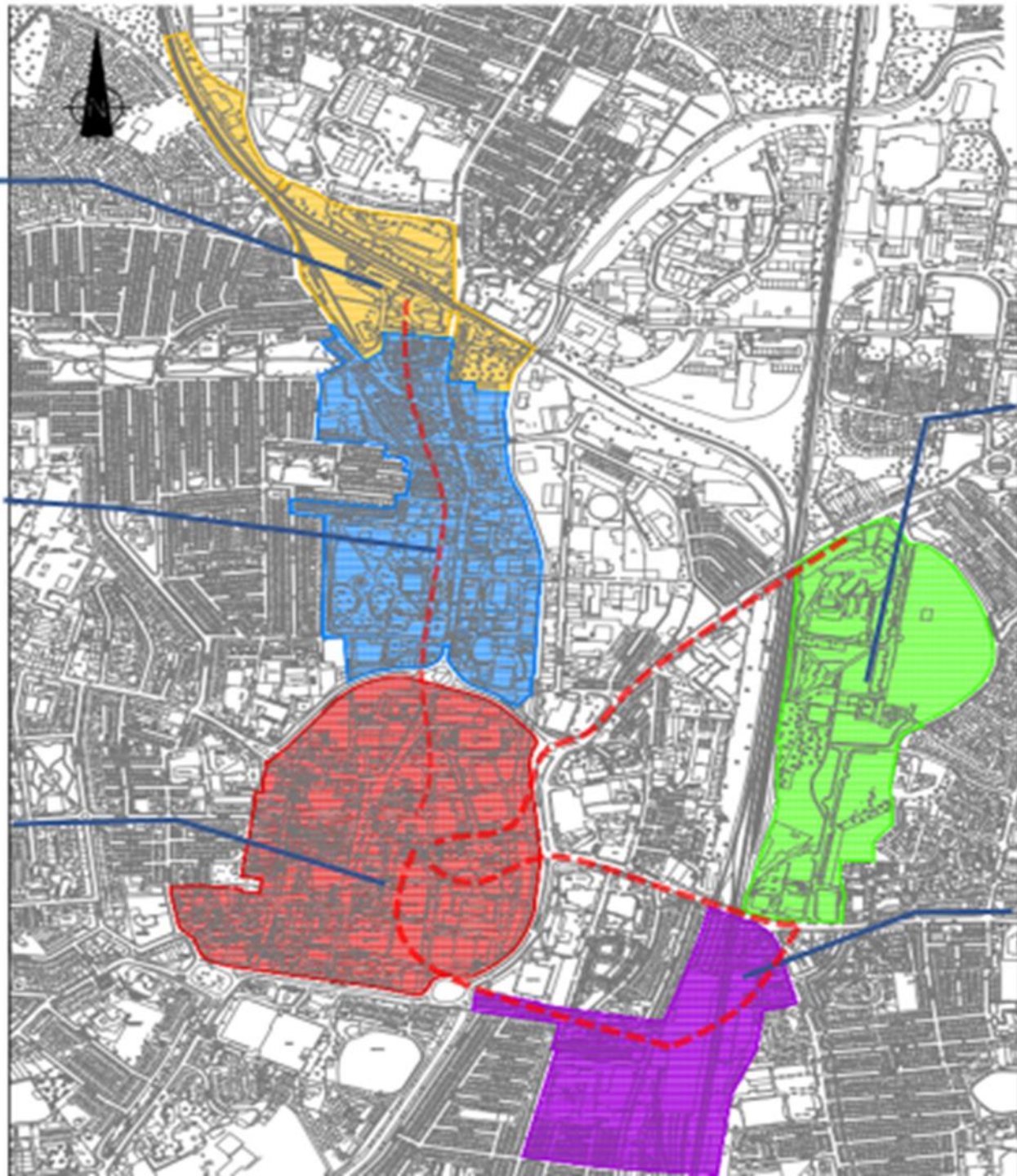
Social Value

- Social value is the change created within communities that leads to improved well-being and quality of life as a result of a project
- Public realm improvements
- Community and green spaces
- New/upgraded museum and galleries
- Community hub
- Heritage asset enhancement
- Heritage tourism
- Rebranding of the town
- Careers and skills training/hubs
- Increased pride and cohesion in the locality

Rail Heritage
Quarter

Skerne Valley
& Liner Park

Town Centre



Central Park

Darlington
Station & Cattle
Market

Timeline

- Planning October Committee
- November AMP
- December / January Cabinet and Council
- Quarter 1 2022 start on site
- Quarter 1 2023 HOS site
- Quarter 2/3 2024 completed





1. Access to the site from the main road network
2. Provision of a public car park
3. Provision of a public bus stop
4. Provision of a public cycle route
5. Provision of a public pedestrian route
6. Provision of a public play area
7. Provision of a public sports area
8. Provision of a public amenity area
9. Provision of a public utility area
10. Provision of a public parking area
11. Provision of a public storage area
12. Provision of a public waste area
13. Provision of a public utility area
14. Provision of a public utility area
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18. Provision of a public utility area
19. Provision of a public utility area
20. Provision of a public utility area
21. Provision of a public utility area
22. Provision of a public utility area

SPACE

Name	
Address	
Area	sq. m
Area	sq. ft







DARLINGTON
Borough Council

SPACE





DARLINGTON
Borough Council

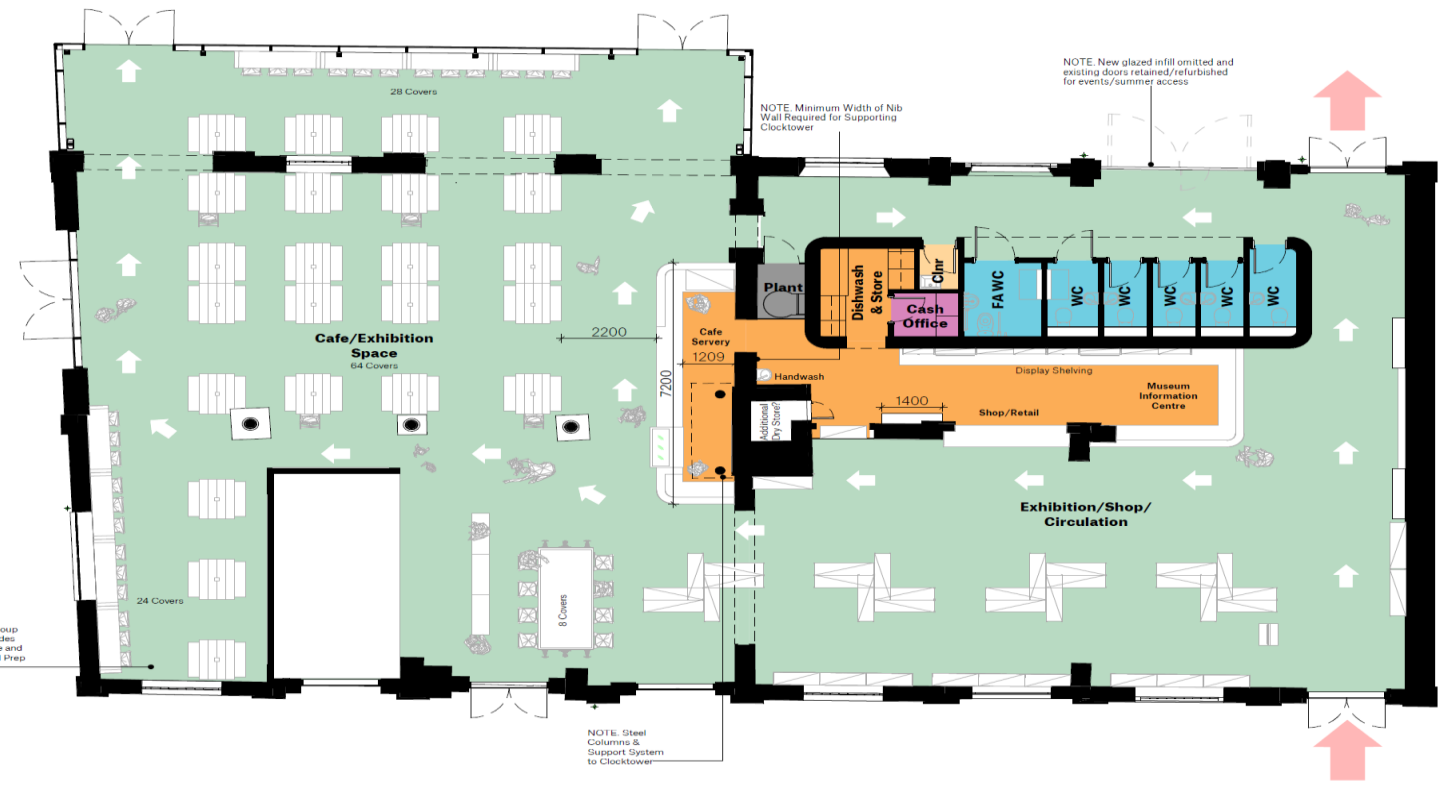
SPACE



Revision	Description	Author	Checker	Date
P1	First Issue to Client/Consultant Team	CG	DC	12.06.2020
P2	Drawing Number Updated to Line Through with WD Numbering System	CG	DC	06.08.2020
P3	Model Updated Based Upon 360 Mapping Survey Model Received 01.09.2020	CG	DC	17.09.2020
P4	External Door Sets Added in Line with DRHQ-SPACE-Z1-00-DR-A-00003	CG	DC	05.11.2020
P5	Holograze added and furniture layout updated to reflect interpretation design	CG	DC	12.11.2020
P6	Client agreed changes in meeting with MC and AG on 26.11.2020 to WC post to include dishwash area, cleaners store and cash office	CG	DC	26.11.2020
P7	Plan revised to incorporate client instructed changes to counter arrangement and WCs	CG	DC	12.05.2021
P8	Post Stage 3 VE Changes Incorporated	CG	DC	20.05.2021
P9	Planning and LBC application issue	CG	DC	11.06.2021

WC Capacity Calculation:
125 seats = 62.5 male/62.5 female.
 2 male (WCs no urinals) = 50 males
 3 female = 60 females
 Gives 110 people plus 1 FA provides flexibility for the additional 15 people

Accommodation Schedule		
Department	Name	Area
Museum Exhibition	Cafe/Exhibition Space	272 m ²
Museum Exhibition	Exhibition/Shop/ Circulation	160 m ²
Museum Exhibition: 2		432 m ²
Plant	Plant	2 m ²
Plant: 1		2 m ²
Sanitary	FA WC	4 m ²
Sanitary	WC	2 m ²
Sanitary	WC	2 m ²
Sanitary	WC	2 m ²
Sanitary	WC	2 m ²
Sanitary	WC	3 m ²
Sanitary: 6		14 m ²
Shop	Dishwash & Store	5 m ²
Shop	Servery/Reception/Shop	29 m ²
Shop	Servery/Reception/Shop	13 m ²
Shop: 3		47 m ²
Staff and Admin.	Cash Office	2 m ²
Staff and Admin.: 1		2 m ²
Storage	Clnr	1 m ²
Storage: 1		1 m ²
Grand total: 14		498 m ²



SPACE

Spaceworks, Benton Park Road, Newcastle upon Tyne, NE7 7LX
 T: +44 (0)191 800 6660
 www.spacearchitects.co.uk

Project: Darlington Railway Heritage Quarter				
Drawing Title: GA Plan Proposed - Good Shed				
Project No:	Drawing No:	Status:	Revision:	Scale at A2:
K00231	Z1-00-DR-A-01101	S1	P9	1:100
File Reference: K00231-SPACE-Z1-00-DR-A-01101				
This drawing is Copyright - Check all dimensions on site - Inform originator of any discrepancies - Work to figure of dimensions only - Do not scale				

NOTE:
 Loose furniture and retail fit out by others.
 For interpretation proposals refer to PLB proposals.



Ground Floor GA

1:100



DARLINGTON
Borough Council

SPACE

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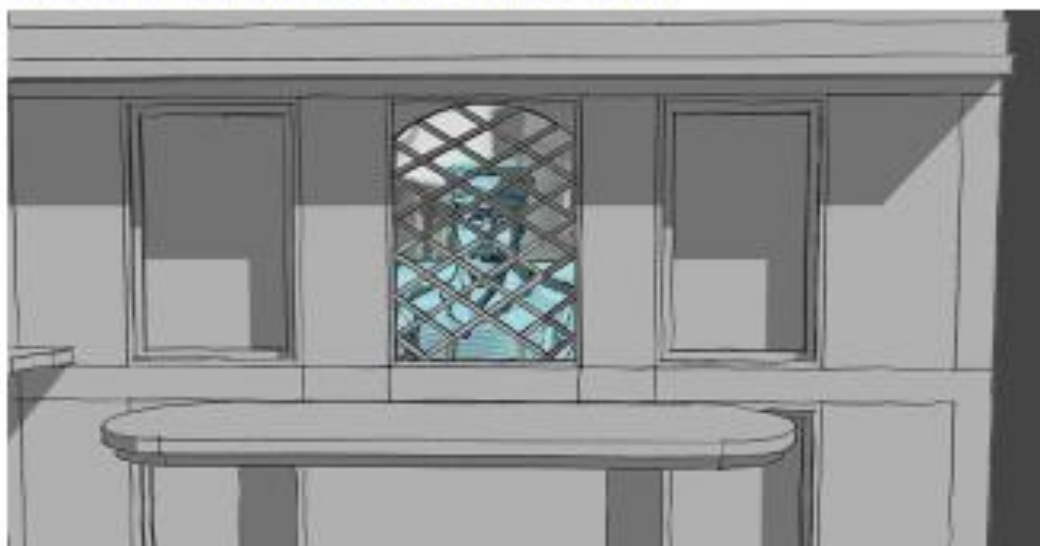




HOLOGAUZE ENGINES MOVE IN AND OUT THE GOODS SHED



TALKING BUSTS OF EDWARD PEAASE AND GEORGE STEPHENSON



THE OTHER GEORGE STEPHENSON HOLOGRAM WELCOMES VISITORS AT THE MUSEUM ENTRANCE LUCY MILNER TALKING PORTRAITS BRING THE REFRESHMENT ROOMS TO LIFE



INTERVENTIONS THROUGHOUT THE HERITAGE RAILWAY QUARTER



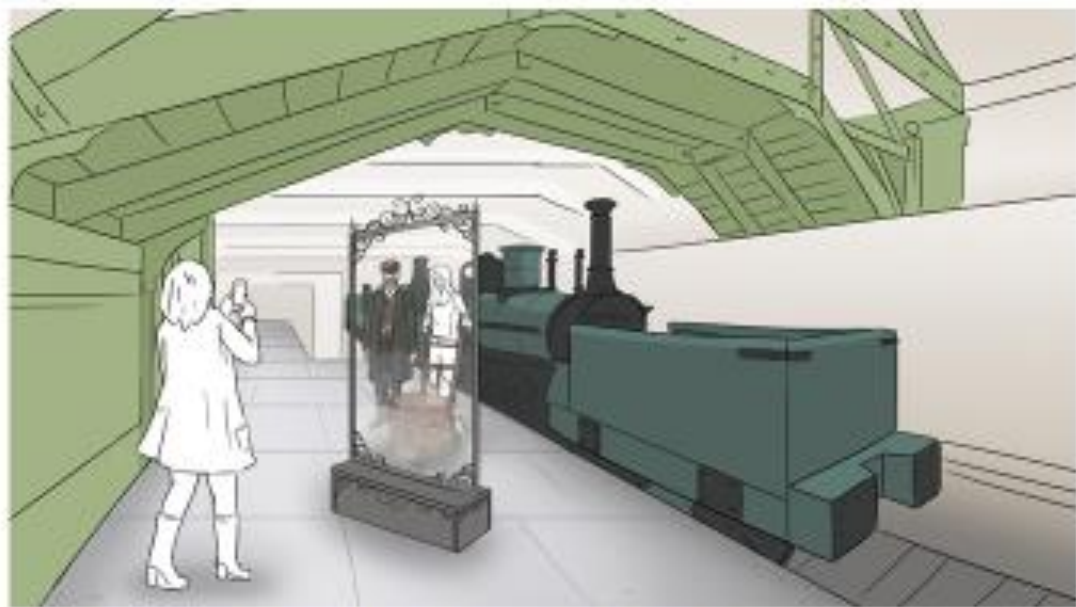
SEE YOURSELF IN THE VICTORIAN STATION



ROBERT GALE HOLGRAM IN THE WAITING ROOM

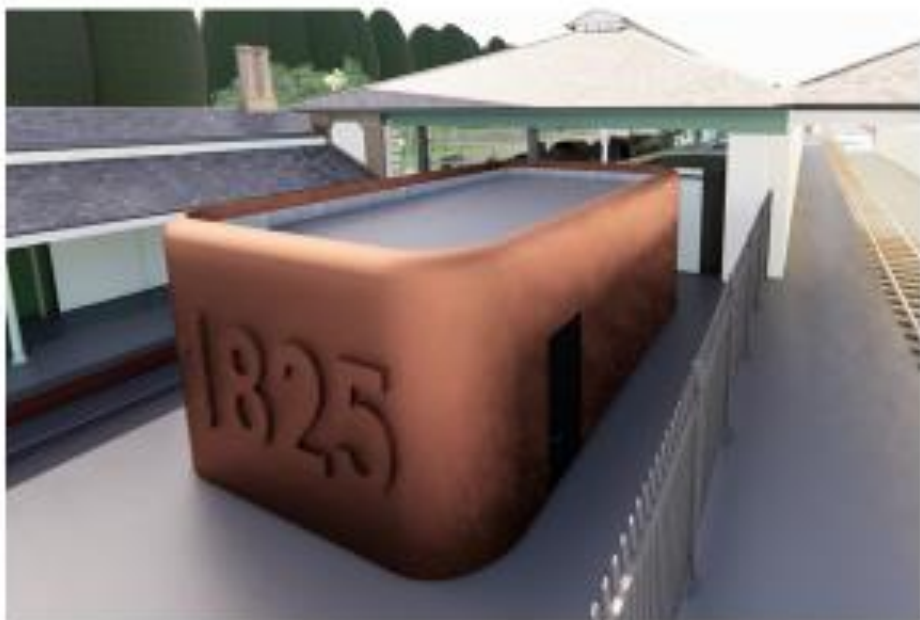


THE VICTORIAN STATION



MAGIC MIRRORS REVEAL THE PEOPLE OF THE HISTORIC STATION

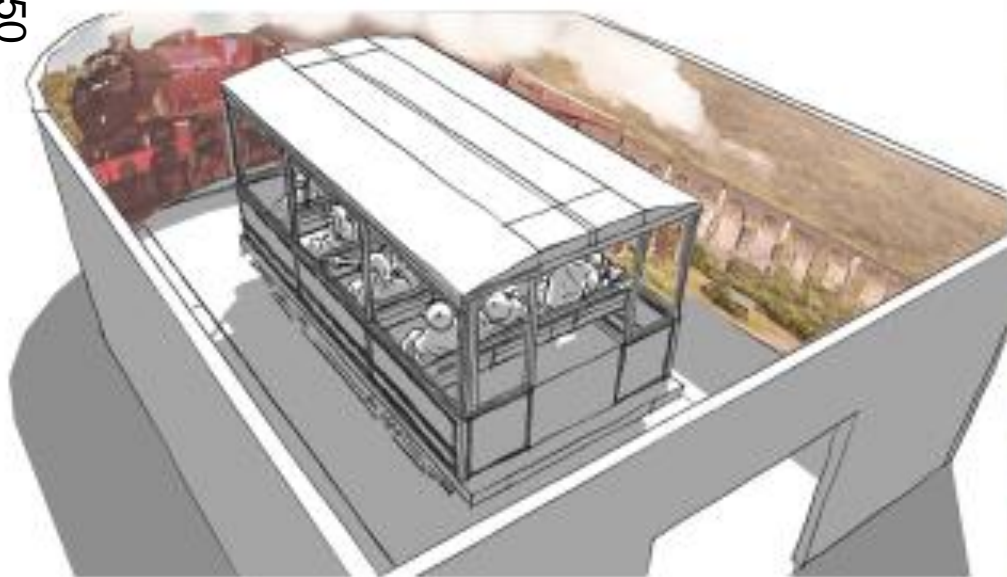




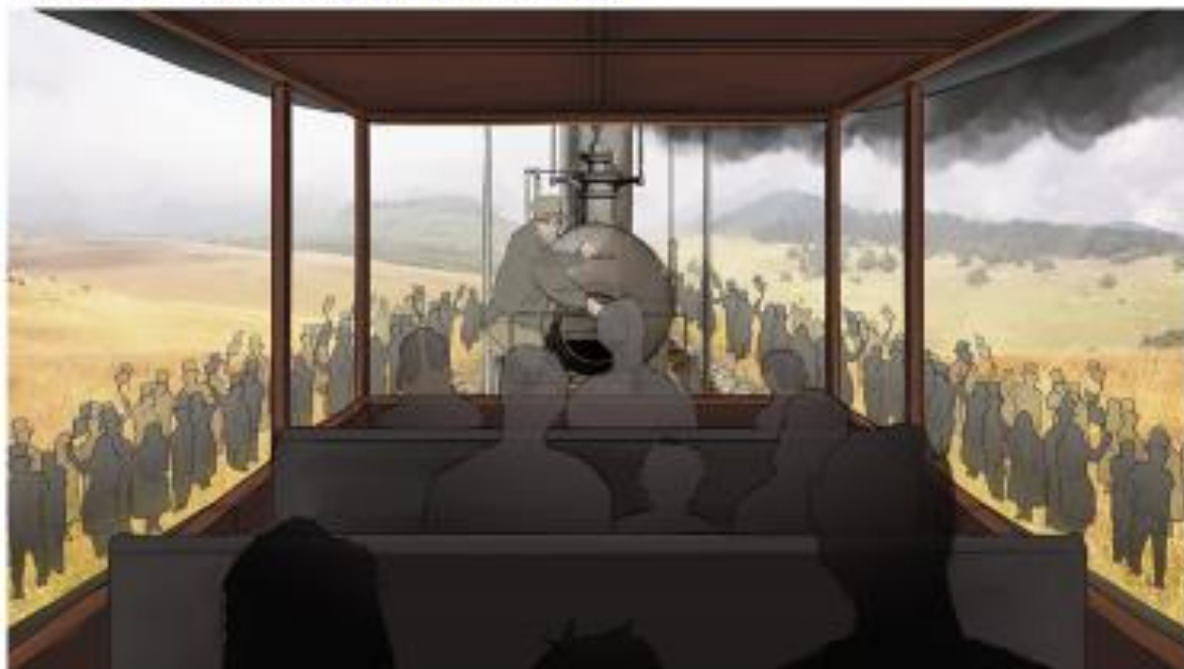
THE BLACKBOX BUILDING



VISITORS ARE TRANSPORTED BACK TO THE FIRST DAY



BLACKBOX EXPERIENCE



Interpreting the past
designing the future™



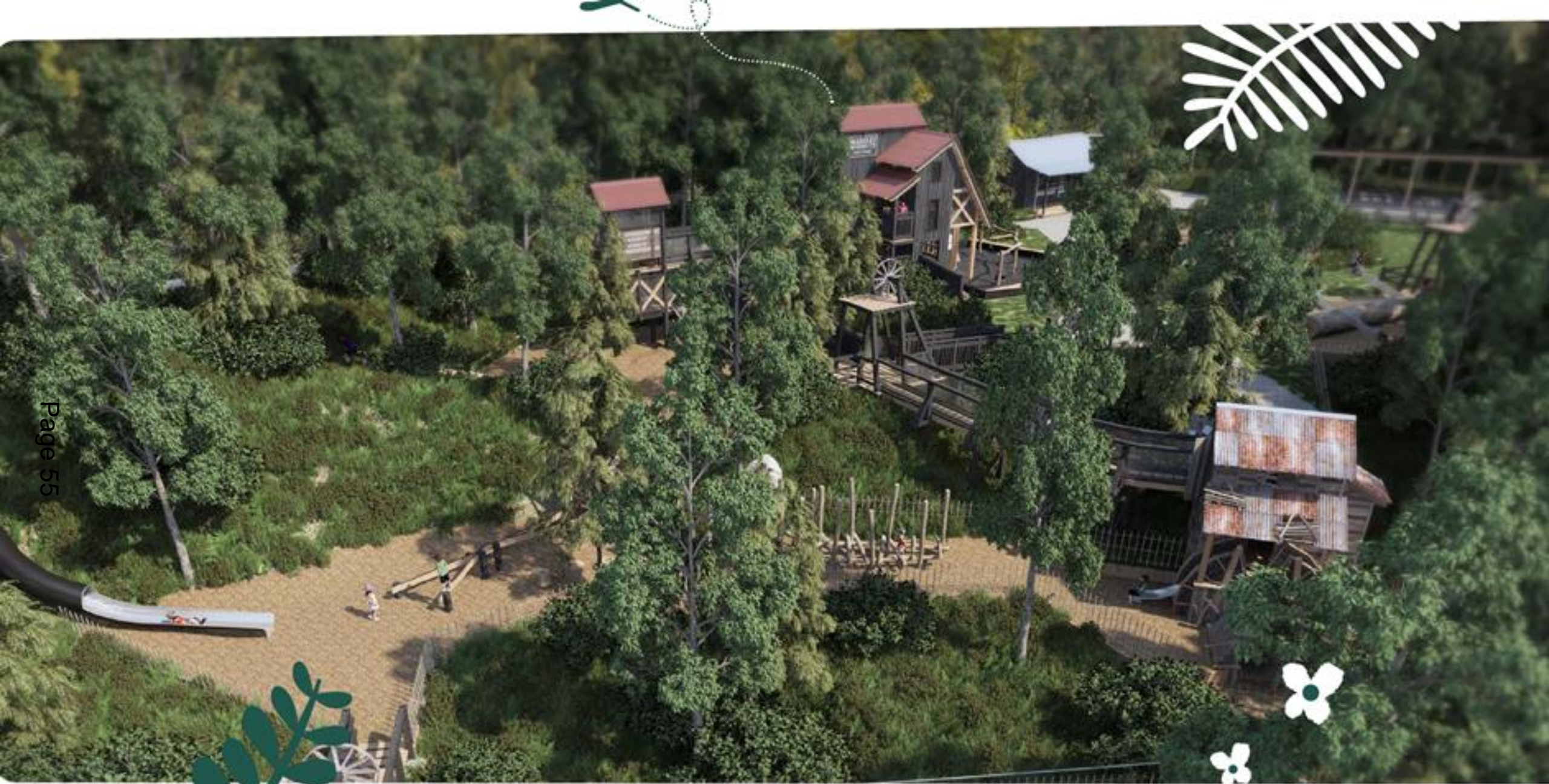


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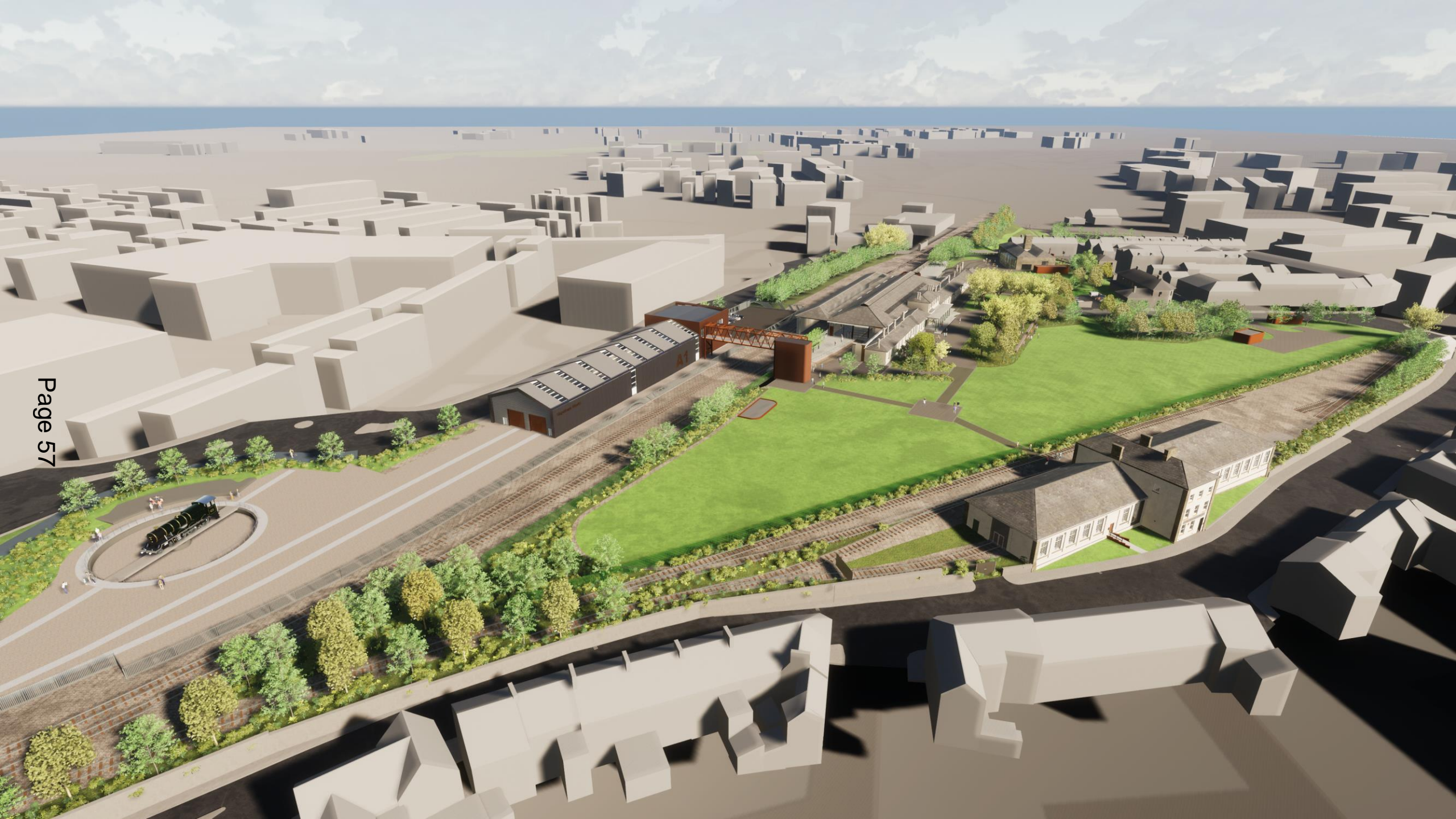


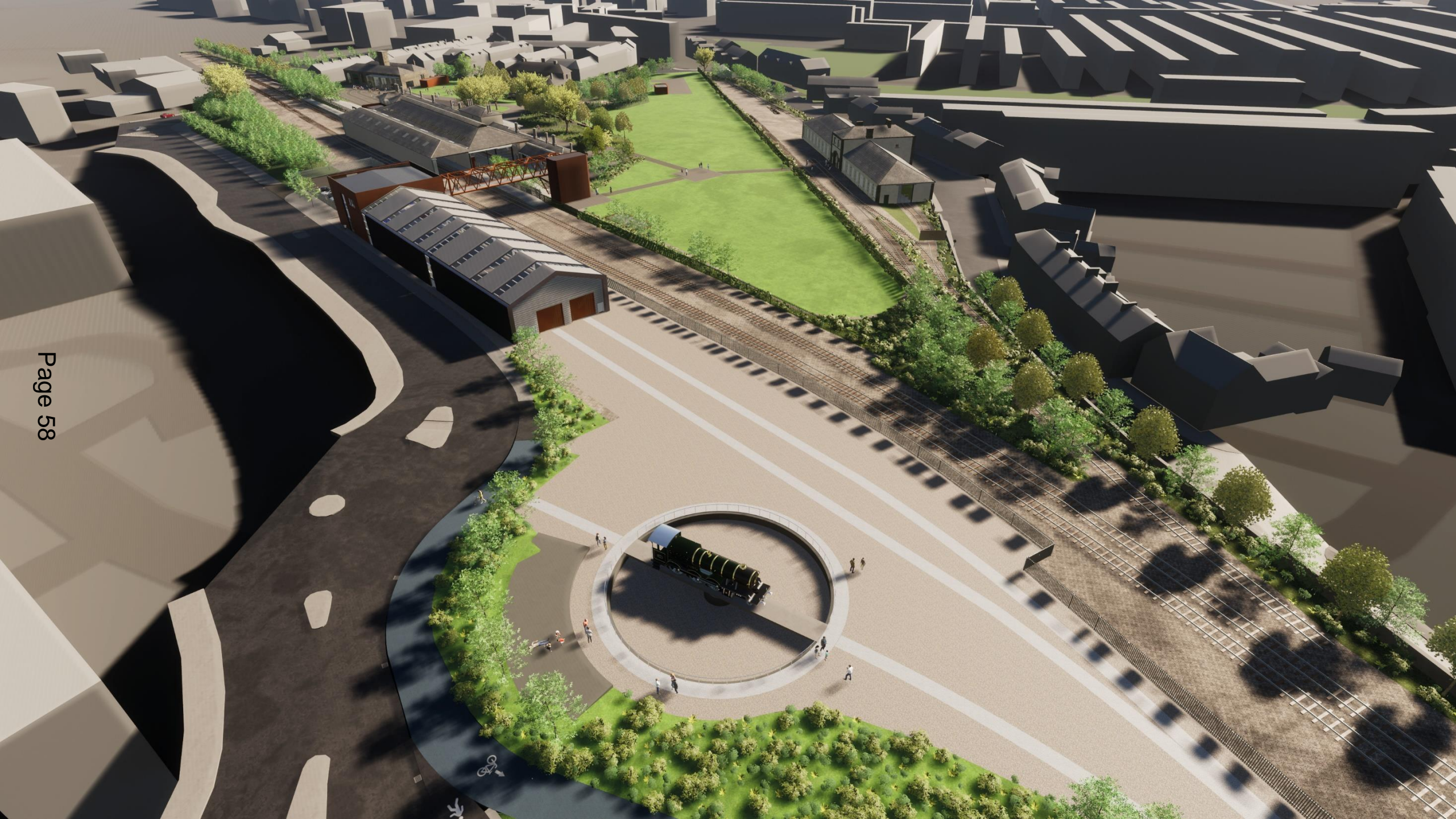


















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**COMMUNITIES AND LOCAL SERVICES SCRUTINY COMMITTEE
21 OCTOBER 2021**

MANAGEMENT OF GRASS VERGES – PROGRESS REPORT

SUMMARY REPORT

Purpose of the Report

1. To provide a progress report on the Management of Grass Verges Task and Finish Group, established by this Scrutiny Committee to assist the development of a new operational policy in relation to the management of grass verges; and to consider the most appropriate way to progress the work required to develop the policy.

Summary

2. At a meeting of the Communities and Local Services Scrutiny Committee held on 25 February 2021, Members received a report which set out the current position adopted by the Council in relation to the management of grass verges (**Appendix 1**).
3. Members of the Scrutiny Committee agreed that a Task and Finish Group be established to assist the development of a new operational policy in relation to the management of grass verges.
4. An initial meeting of the Task and Finish Group was held on 9 April 2021 and the notes of the meeting are attached (**Appendix 2**).
5. Members will be aware that the planned work of the Task and Finish Group did not proceed and so Members are requested to consider the options available to progress the work required to develop a new operational policy to manage grass verges in Darlington as outlined in paragraphs 10, 11 and 12 of the main report.

Recommendation

6. It is recommended that the Communities and Local Services Scrutiny Committee consider the options available to progress the work required to develop a new operational policy in relation to the management of grass verges.

Dave Winstanley
Group Director of Services

Background Papers

No background papers were used in the preparation of this report

Andrew Casey : Extension 6701

Hannah Fay : Extension 5801

S17 Crime and Disorder	This report has no implications for Crime and Disorder
Health and Wellbeing	This report has implications on the Health and Wellbeing of residents of Darlington.
Carbon Impact and Climate Change	There are no issues which this report needs to address
Diversity	There are no issues relating to diversity which this report needs to address
Wards Affected	All wards
Groups Affected	The impact of the report on any individual Group is considered to be minimal
Budget and Policy Framework	This report does not represent a change to the budget and policy framework
Key Decision	Not a key decision
Urgent Decision	Not an urgent decision
Council Plan	This report contributes to the Council Plan through the involvement of Members in contributing to the development of operational policy.
Efficiency	The outcome of this report does not impact on the Council efficiency agenda
Impact on Looked After Children and Care Leavers	This report has no impact on Looked After Children or Care Leavers

MAIN REPORT

Information and Analysis

7. At the initial meeting of the Review Group on 9 April, 2021, Members entered into a discussion in respect of options available to deter, prevent or accommodate parking and also enforcement options. A discussion was also held in respect of the draft assessment process and Members reviewed the draft verge damage assessment form.
8. Members agreed to undertake a table top exercise to trial the draft verge damage assessment form on a number of locations in their wards, covering various circumstances. It was also agreed that the task and finish group would be reconvened to review the results of this exercise and finalise the assessment process.
9. At the first meeting of the Communities and Local Services Scrutiny Committee for the 2021-22 Municipal Year, Members agreed to continue with the Task and Finish Group. In order to proceed, Members are requested to consider the options outlined below.

Options 1 – Member Led Approach

10. A small group of Members be sought to carry out the previously agreed action whereby a tabletop exercise covering some or all of the following scenarios:
 - (a) Narrow road with no off-street parking
 - (b) Narrow road with off-street parking (issue caused by visitors and delivery drivers)
 - (c) Streets around schools and other gathering spots, sports fields, leisure centres etc
 - (d) Tree lined street
 - (e) A road where verge damage occurs but residents don't complain
 - (f) A road where we receive a lot of complaints but there is minimal damage to the verge i.e. couple of tyre marks on the grass
 - (g) Residents crossing verge to access drive with no vehicle access crossing in place
 - (h) Wide roads but people still bumping up onto verge even though there is space to park on the road
 - (i) Verge damage is occurring on a busy main road where cars park off the carriageway to maintain traffic flow.
11. The form then be developed and a guidance note, and flowchart be developed for issue to all Members. Members to make detailed comments and recommendations on the content of the form and the process. Officers amend the policy which is then considered by Scrutiny Committee.

Option 2 – Officer Led Approach

12. Officers develop a guidance note and flowchart based on the draft assessment to form an operational policy and guidance for all Members. Scrutiny Committee review and make recommendations and approve final policy.

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COMMUNITIES AND LOCAL SERVICES SCRUTINY COMMITTEE 25 FEBRUARY 2021

MANAGEMENT OF GRASS VERGES

SUMMARY REPORT

Purpose of the Report

1. The purpose of this report is to set out the current position adopted by the Council in relation to the management of grass verges and to agree a process of reviewing the current arrangements.

Summary

2. Verge parking is a common issue across the borough that is increasingly causing problems, and a matter for both members and officers to deal with in the community. This report provides members with:
 - (a) Some background information and legal context in relation to verge parking.
 - (b) Identifies some of the reasons why this is becoming more of an issue.
 - (c) Describes some common circumstances experienced across the borough.
 - (d) Explores the impact that this issue can have on communities.
 - (e) Explains approaches to the problem that the Council has taken in the past and the current approach the Council takes.
 - (f) The Council's position regarding residents taking unauthorised action to protect grass verges.
 - (g) An oversight of some practice undertaken elsewhere.
 - (h) Examples of the options that are available to Deter, Prevent or Accommodate parking on grass verges.
3. The Council does receive complaints regarding the current approach to grass verge damage and as such it is recommended that a review of the current arrangements is undertaken.
4. It is recommended that the best approach to this is a cross cutting Task and Finish Group be formed with Members and Officers. A draft format for a review is proposed to members for consideration. Some draft outcomes of the review have also been recommended to Members for consideration:
 - (a) Introduction of an operational policy on the management of grass verges enabling a clear and consistent approach to the problem that will set expectations on what the Council can and cannot provide and how an issue will be considered.
 - (a) Information on the website to assist Members and Residents understand the Council position.
 - (b) Upon completion a Members Briefing and Toolkit to assist with issues within their wards.

5. The implications on resources must be an integral part of the review as both financial and officer resources have been significantly reduced over recent years to deal with this matter and any proposed changes to the current arrangement would need to be carefully assessed.

Recommendation

6. It is recommended that:
 - (a) Members agree and select a Task and Finish Group to assist development of a new operational policy in relation to the management of grass verges.
 - (b) Members agree the format of the review based on the proposed format in this report. (As outlined in paragraph 73)
 - (c) Members agree the outcomes expected from the review based on the proposal in this report. (As outlined in paragraph 74)

Reasons

7. The recommendations are supported to develop an operation policy setting out the expectations on what can be expected in relation to verge parking issues and how the Council will address them.

Ian Williams
Director of Economic Growth and Neighbourhood Services

Background Papers

No papers

DW : Extension 6618
 LC

S17 Crime and Disorder	The review and development of a new operational policy will consider the implications for Crime and Disorder.
Health and Well Being	The review and development of a new operational policy will consider the implications.
Carbon Impact and Climate Change	This will be considered as part of the development of the policy and procedures.
Diversity	An Equalities Impact Assessment will be completed as part of the process.
Wards Affected	All wards.
Groups Affected	This will be considered as part of the development of the policy and procedures.
Budget and Policy Framework	This report does not represent a change to the budget and policy framework.
Key Decision	This is not a key decision.
Urgent Decision	This is not an urgent decision.
One Darlington: Perfectly Placed	The report contributes to the Sustainable Community Strategy through the involvement of Members in contributing to the development of operational policy that helps manage the Place.

Efficiency	The review will seek to provide a consistent approach between Members, services areas and residents.
Impact on Looked After Children and Care Leavers	This report has no impact on Looked After Children or Care Leavers.

MAIN REPORT

Background and Legal Context

8. A well-kept grass verge can be an attractive feature of the street we live and a yet a damaged verge can bring down the feel and attractiveness of the street and detract from a culture of caring for your area, that the Council is trying to encourage.
9. Parking on grass verges can result in damage to the verge, particularly in winter that can be a potential hazard to road users and lead to damage to underground utilities.
10. The Council has a duty to ensure the highway is kept in a safe condition. The Council can be exposed to third party claims if an incident results in damage or injury where the Council has failed to maintain the highway.



One of the many locations in Darlington where there is severe damage to the verge.

11. Verges form part of the Highway and are subject to legislation and regulation, which means what can be allowed and not allowed is also subject to legislation.
12. Under current legislation and guidance there is no national prohibition on pavement parking except in relation to heavy commercial vehicles. However, enforcement options are covered later in this report.
13. The highway is not only used for the movement of traffic but is also the conduit for all of the public utility infrastructure that serves the community. Verges can contain significant infrastructure that if damaged by excavation or overrun can present a danger to the public or a loss of supply.

Sources of the Problem

14. Verge parking has been a persistent problem for numerous years, but it is also a growing problem in Darlington and across the Country that is being exacerbated by a combination of:
 - (a) Increasing vehicle ownership.

- (b) Changing shopping patterns in terms of more home delivery.
- (c) Reducing Council budgets to resolve or encourage better behaviour.
- (d) An increase in the size of cars and the fact some driveways cannot accommodate the vehicle.
- (e) Difficulty to manoeuvre on/off driveways with the parking that exists on the road or the tightness of driveway.
- (f) An increasing tendency for works vehicles or resident's business vehicles to park in the street; with driveways unable to accommodate the vehicle or difficulty to manoeuvre on and off street.
- (g) Travel Behaviour and the "school run"

15. The increase in sources of the problem and the reduction in resources to try and manage these scenarios is compounding the situation for both those impacted and the Council.

Common Circumstances Across the Borough

16. There are many different scenarios where verge parking creates issue with the most common reported to the Council described below.

Residential Streets

- 17. Residential streets that simply cannot accommodate the parking demand placed upon it by residents, their families and visitors. This results in residents converting front gardens, requesting parking bays or verge conversion.
- 18. Where residents convert their front garden and do not arrange for an authorised drive crossing to be installed this can result in damage across the verge that the Council has to manage. It can also reduce the amount of on-street space available.
- 19. The narrowness of some streets that have limited or no off-street parking can result in vehicles being parked on the verge either wholly or partially to allow cars to pass along the highway, often restricting traffic to give way scenarios. This can lead to concerns regarding access for emergency service vehicles.
- 20. Parking displacement from neighbouring streets to other areas i.e. drivers who cannot park near their property, park on verges away from their homes causing damage to verges outside other people's property. This can also lead to tensions in the community.
- 21. On busy roads, delivery drivers, residents and visitors sometimes choose to park either wholly or partially on the verge to avoid congesting the road, avoid damage to their vehicle or make it easier to deliver.

School Parking

22. Parking near schools can create a high demand for parking at the start and end of the day. This can lead to inconsiderate and verge parking albeit on a temporary basis at certain times of the day. This can lead to tension between residents and drivers regarding access and damage to verges that residents wish to keep in good condition.

Delivery and Service Vehicles

23. Shopping patterns have changed significantly with more retailers offering delivery to the doorstep. This can add to the issue of verge damage either when parking on verges to deliver or driving down verges to get through streets that are constrained by parked cars.
24. In some cases, this can apply to service vehicles such as emergency services, utility company vehicles and Council vehicles that require access but are also constrained by parked vehicles.

Inconsiderate Parking

25. Arising from all of the above there is also inconsiderate and unsafe parking. This can be parking at junctions, crossing points, blocking access or visibility. Inconsiderate parking in streets can also force cars to have to drive along verges to pass vehicles.

Impact

26. In all of these circumstances the views, reaction and opinions of residents, business, the Council and road users can be very different depending on how they are impacted. Some residents wanting action and others not because of the impact it may have on themselves.
27. Similarly, tolerance levels across the borough vary. The Council can receive complaints for relatively minor damage to verges (tyre tracks across a verge) and not receive any complaints where there is significant damage and potential hazardous situations.
28. The Council receives common concerns from residents regarding:
 - (a) Being able to park close to their property.
 - (b) The visual impact of damage to verges.
 - (c) Access to property blocked.
 - (d) Access hindered along streets for themselves and emergency vehicles.
29. The circumstances described above can range in both time and duration from:
 - (a) A long-term problem happening all of the time.
 - (b) A situation that may occur for a short period regularly around specific things such as events or school start/finish times.
 - (c) To one off occurrences – e.g. delivery vehicles damaging verges, works in the verge.
30. All of these factors influence how an issue can be approached as regulation and intervention can potentially result in less parking being available. The primary function of the Council as highway authority is to ensure vehicles can pass along the road safely and as such this must be considered first. The provision for parking is on the basis that it is considered safe to allow parking.
31. The physical layout of the street also has a bearing on any potential options; thus, it is extremely difficult to identify a single method that can be applied universally to

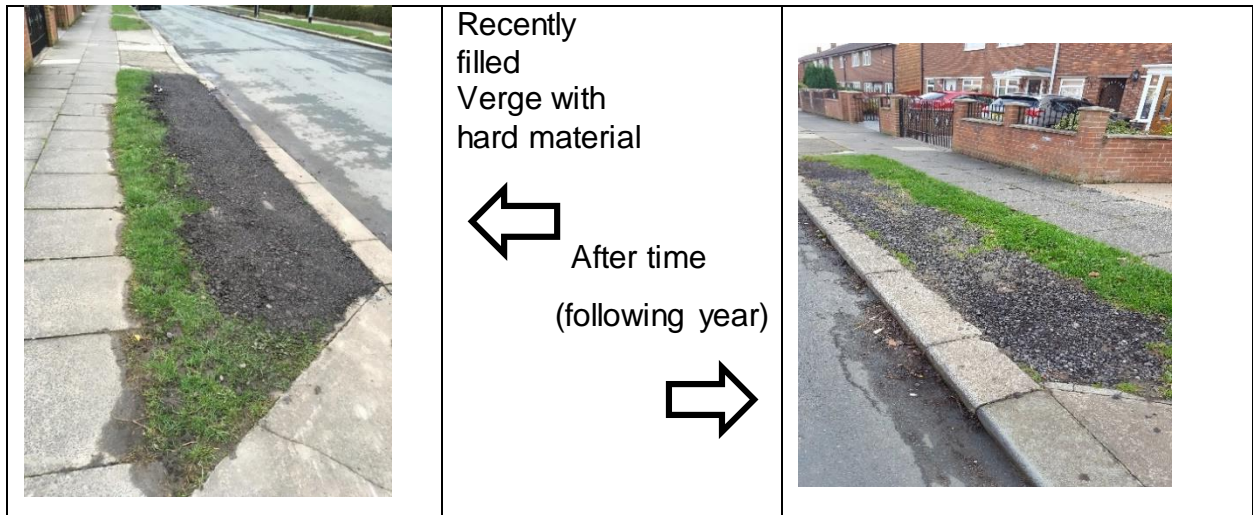
alleviate a situation and treatment of a single issue may simply displace the problem requiring a holistic view to be taken.

32. The impact on verges is very much seasonal, with more pronounced impacts after long periods of adverse weather or when verges are saturated during the winter months. Verges tend to recover well during the summer months. However, it should be noted damage is not just limited to grass verges, there is also significant damage to paved footways.
33. The increase in sources of the problem and the reduction in resources to try and manage these scenarios is compounding the situation for both residents and the Council and achieving a more coordinated and sustainable way forward would be beneficial.

Approaches the Council has Taken in the Past and the Current Approach

34. The Council has previously taken several approaches to try and alleviate the issues associated with verge parking, including:
 - (a) Undertaking assessments of verges and verge hardening
 - (b) Installing bollards
 - (c) Fencing
 - (d) Other physical measures
35. There was a relatively small budget available previously for verge conversions and other type of physical works and scrutiny committee created a scoring system which prioritised requests. This resulted in an extremely long waiting list given the amount of financial resources available at the time. Unfortunately, this budget is no longer available as the Council is limited to a service level that meets statutory obligations only. There remains many streets where we get requests for this type of treatment.
36. In terms of verge damage, the Council continue to regularly inspect and respond to reports of damage and undertake repairs where the situation is such that it presents a safety hazard to vehicles and/or pedestrians and/or utility apparatus. The Council will only consider physical measures to prevent parking where the parking is causing a serious road safety concern in accordance with our statutory duty.
37. The solution the Council currently delivers when dangerous ruts are found in the verge is to fill them with a hard material to keep them in a safe condition for pedestrians and other road users. Unfortunately, refilling with topsoil and re-seeding does not resolve the problem through the winter months.
38. The Council uses recycled road surfacing materials (planings) that generally keeps the area hazard free, clear of mud. The grass does start to grow through the edges softening the visual aspect after time. However, it is accepted that that this is no substitute aesthetically for a well-maintained grass verge, but it does address the immediate hazard in the highway. In some cases, residents do not object to this and welcome it to assist with parking but in other areas this is not well received, and the Council does receive complaints.

39. The Council cannot ignore a hazard as failure to do deal with defects could result in people tripping and injuring themselves, damage to vehicles or damage to utility apparatus. This in turn could expose the Council to compensation claims placing further pressure on public spending.
40. There have been some suggestions that if this solution is to be used the whole verge should be removed and replaced to avoid issues with grass cutting of the remaining verge and from an aesthetic perspective.



Review of Practice Undertaken Elsewhere

41. The issue of trying to manage verges is not local to Darlington. Some research has been undertaken to understand different approaches by local authorities to help inform the review. Stockton Borough Council have recently undertaken a similar review and their findings will be provided to the Task and Finish Group as background.
42. A summary of these different approaches is outlined at **Appendix 1**. The approaches are generally along the following themes:
- (a) Considerate parking initiatives i.e. encouragement.
 - (b) Provide clearer information on approach and rationale.
 - (c) Combination of clearer information and encouraging residents to park more considerately.
 - (d) Offer residents the option to pay for works.
 - (e) Full assessment of all enquiries followed by action where certain criteria are met.

Possible Options Available to the Council

43. There are a wide range of solutions available that can be categorised from two perspectives:
- (a) Options that **Deter** or **Prevent** parking
 - (b) Options that **Accommodate** parking

44. **Deter or Prevent** parking options available include:

- (a) Soft Planting
- (b) Tree Planting
- (c) Verge Markers (Permanent)
- (d) Verge Markers (Temporary)
- (e) Bollards
- (f) Raised Planting beds
- (g) Low Level fencing
- (h) Planters
- (i) Traffic Cones
- (j) Notices – in highway, residents gardens, boundary walls and fences or lamp posts
- (k) Notices, Letters and Leaflets
- (l) Traffic Regulation Orders and Enforcement. (covered in more detail later in the report)

45. More details of the above options are provided at **Appendix 2** with a summary of the potential positive and negative considerations of each option.

46. **Accommodate** parking options available include:

- (a) Laybys
- (b) Verge hardening
- (c) Promote Pavement Crossings

47. More details are provided at **Appendix 3** with a summary of the potential positive and negative considerations of the option. These are the most expensive solutions to resolving issues with no specific budget currently available. The current Council approach of filling ruts and hazards with hard material is also included.

48. In terms of promoting pavement crossing the Council does on occasions identify unauthorised crossings of the footway or verge that is causing damage. In the case of illegal drive crossings the Council will enter into dialogue with the resident to have an authorised crossing constructed. If the resident fails to comply measures may need to be considered to either provide and recharge or prevent unauthorised access across the verge and footway. This a measure of last resort where the resident is unwilling to cooperate.

Over-Arching Considerations when Considering Options

49. In considering any solution the following also needs to be considered:

- (a) There needs to be agreed standards and consistency applied across the Borough to try and ensure acceptable treatments or approaches are permitted/delivered.
- (b) The location and suitability of any proposals on the road type. E.g. suitability of options on high speed roads.
- (c) The impact of solutions in terms of displacing the issues and possible equality issues.
- (d) In developing any solution, the Council must remain mindful of intended function of the verge and the access to utilities that may be beneath the surface.

- (e) The resources available to the Council and especially the impact on maintenance of any initiative.
- (f) The impact on existing tree-lined verges.
- (g) The impact on the potential loss of verge and the impact in terms of flood risk

Residents Taking Unauthorised Action

50. Verges form part of the highway and it is the highway authority's duty to keep the highway safe. In some areas where residents take pride in their area they want to protect the appearance of a well-maintained verge and it can put the Council in a confrontational position with well-intentioned residents.
51. Unfortunately, placing rocks/stones, plant pots, posts or anything on the verge is not permitted and this is legally classed as a nuisance in terms of the national highway legislation. Whilst best intentions are recognised, from a legal perspective they pose a similar trip hazard for pedestrians as a rut or pothole. There have been more serious incidents across the country, which has highlighted this issue. Vehicles can be damaged or items have caused vehicles to overturn when hit at speed, injuring drivers and pedestrians. We are therefore obliged to act when we identify rocks, stones or other items being placed on the highway for the safety of highway users.
52. The Council takes action to protect both the Council and residents from any legal action that may arise by writing to residents to ask them to remove them. If the Council has written to residents advising them on the legal perspective of their action this information could be declared in any legal claim against the Council or the resident. If advice to residents is ignored, the Council may remove the items. The Councils inspection regime could be considered flawed if we chose to ignore certain matters.
53. Therefore, we strongly advise residents not to place rocks, stones or any other items on the highway. As a Council we are encouraging residents to take pride in the borough and we sympathise with the fact some residents feel penalised by trying to help to maintain the verge in their area.

Can Residents and the Public do More?

54. The majority of measures to address verge parking problems must be undertaken by the Council. However, the Highways Act has been modified to contain powers in section 142 for the Highway Authority to grant licences to adjoining owners to maintain and plant shrubs, plants or grass in the highway. Planting is restricted to soft landscaping and as such may not deter some parking.
55. The legislation does not allow the erection of concrete bollards or other hard objects in the verge by the public. The Council does not presently offer licenses to residents to undertake this type of activity. However, some research has been undertaken and some examples are included at **Appendix 5**. Some authorities also charge for these licenses.
56. The research has shown that a license can be onerous and place significant responsibility on the licensee, which could be a deterrent to participation. It also places a resource demand on the Council for the assessment of licensing requests, processing of licenses, recovering costs and the ongoing monitoring of licensed

and unlicensed activity. There is presently no spare capacity to absorb additional duties associated with licenses.

57. A fundamental issue to consider is in relation to the Safety and Safeguarding of the public:
- (a) Verges are corridors for utility apparatus and as such excavating in a verge can pose a risk. Before any excavation the Council will apply for details of all known utilities in the area, then undertake scans of the ground using specialist equipment. When excavating specialist tools will be used, even then apparatus strikes can occur, if apparatus is uncharted or shallower than expected.
 - (b) Working in the highway requires specific approvals, guidance and training and must comply with the associated Health and Safety requirements. Residents would also need to comply.
58. These matters are reflected in license conditions to mitigate liability against the Council for any incident, but there would be some requirement to monitor/check licensees to ensure compliance with the terms and conditions of the license. On surrender of license, if there was no ongoing person to adopt responsibility, the Licensee would need to bear costs of removing the planting and restoring the verge to grass for the Council to re-commence maintenance.
59. This should be considered as to whether the costs of this outweigh an approach of the Council dealing with localised issues on a programmed basis. At this stage in the review it is recommended that licenses are not considered given their limited scope and relative complexity and resource intensiveness to develop. It is recommended that the Council develop options to try and deliver solutions.

Option Appraisal

60. In all potential solutions there needs to be an assessment of the circumstances to understand the implications that might arise and the consequences. There may be an exacerbation of problems or a simple displacement of the issue.
61. Some residents have enquired whether it is possible to pay for measures to prevent parking and protect verges. As part of the review Members could explore the potential for a service charge where the solution proposed is considered appropriate and it will not exacerbate or displace the problem to a neighbour who may not be willing to pay a service charge.
62. A table is attached at **Appendix 4** that presents the delivery options in terms of who CAN legally deliver options and who COULD deliver options based on three scenarios:
- (a) The Council fund and deliver options
 - (b) A service charge option is developed and then the Council deliver.
63. Generally, the Council can deliver most of the solutions if the funding was available. However, that is not the current financial position and as such a service charge could be considered as an option.

64. The introduction of any of these measures could create tensions amongst neighbours that could ultimately increase demand on the Council/Police to manage.
65. A draft assessment process has been developed and is attached at **Appendix 6** to gather information which Members of the task and finish group would be asked to help develop and test on some potential pilot areas to help inform the Council Policy on verge management.
66. It is envisaged that this would form a toolkit that Members could use to assess issues within their community. This evidence could then be submitted to officers to assess and provide feedback to the community on a way forward or not.
67. If resources were available, the Council would need to consider a prioritisation system based on risk and condition. An approach was developed by Scrutiny Committee, following a task and finish process in 2007. This may need to be reviewed to determine whether it needed modifying if schemes were to be considered.

Enforcement

68. The Civic Enforcement service includes Parking Enforcement functions. In some circumstances enforcement may be an option or could form part of the solution and this may require Traffic Regulation Orders (yellow lines) to be considered.
69. Other enforcement measures not currently used by the Council could be considered in the future including the issue of Community Protection Notices to individuals or the introduction of Public Space Protection Orders in specific areas. These new approaches are being used in other Local Authority areas.
70. There is the potential for co-ordinated approaches that can be taken to encourage and enforce better parking behaviour. The review recently undertaken by Stockton Borough Council considered enforcement in more detail and a specific task suggested for the Task and Finish group is to review enforcement options available to the Council and potentially consider some trials or pilot areas.

Conclusion and Proposed Way Forward

71. There is no clear one-size-fits-all solution to address the problem across the borough. Many of the options available to deter or accommodate parking are resource-intensive and can also result in unforeseen consequences and displacement. These are also resource intensive with communities in terms of engagement.
72. It is recommended that a Task and Finish Group be formed to develop a new operational policy in relation to the management of grass verges that provides Members, Officers across various services and the public with a clear position on how issues with verge parking will be considered by the Council.

Proposed Review Actions

73. A draft format of the review for the Task and Finish Group is proposed below for consideration by the Committee:

- (a) A Task and Finish Group is formed with the relevant officers from various services to:
 - (i) Familiarise themselves with the background provided in this report and practice in other Local Authorities. (Appendix 1 and other reviews identified in the report).
 - (ii) Identify some of the current issues within the borough.
 - (iii) Review the options available to the Council to DETER or PREVENT. (Appendix 2)
 - (iv) Review the options available to the Council to ACCOMMODATE parking. (Appendix 3)
 - (v) Review Enforcement options available to the Council and consider where this may be appropriate.
 - (vi) Consider the delivery and funding options. (Appendix 4)
 - (vii) Review and develop the draft Assessment Process. (Appendix 6) including the development of an Equality Impact assessment on the policy and processes.
 - (viii) Test the assessment process on a small number of pilot areas and follow the process through to a conclusion.
 - (ix) Review the outcomes from any trials and modify the process.
 - (x) Review and develop a prioritisation system to inform use of resources.
 - (xi) Implement the process developed.

Proposed Outcomes

74. The proposed outcomes of the review for the Task and Finish Group are suggested below for consideration by the Committee:
- (a) Introduction of an operational policy on the management of grass verges enabling a clear and consistent approach to the problem that will set expectations on what the Council can and cannot provide and how an issue will be considered.
 - (c) Information on Website to assist Members and Residents understand the Council position.
 - (d) Members Briefing and Toolkit to assist with issues within their wards.

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Practice Undertaken Elsewhere

Offer residents the option to pay for works

West Sussex

Started subsidising the installation of verge marker posts in 2011 to:

- Ensure a consistency of street scene
- Discourage residents placing stones/logs on verges
- Save costs by requiring residents to take on responsibility for maintenance of posts

Residents contributed £10 per marker post, with the Council funding the remainder. The total cost of installation per post was approximately £85, including on-costs.

A number of posts were damaged and customers refused to meet replacement costs - during 2014/15, the Highways team received 42 enquiries regarding damaged verge marker posts. Only 9 of these customers were willing to re-pay for the installation of new markers.

In addition, some posts were removed – allegedly by other residents to increase parking capacity

Targeted consultation of a select number of customers awaiting markers and local staff indicated that customers would not be prepared to cover the full cost of marker posts.

The scheme was suspended in 2015/16, with full costs now borne by the residents.

Buckingham County Council

‘Bollards/posts and verge marker posts only work where their need is respected. Widespread installation, plus maintenance needs, would have significant resource implications for the Council. Verge marker posts may be provided outside properties at the owner’s expense.’

Considerate Parking Initiatives

Tendring District Council / Scarborough Borough Council

Police Officers, PCSOs and the District Councils’ Streets and Seafronts Officers issue ‘bogus’ parking tickets to vehicles parked in a manner that whilst not illegal, or in contravention of existing Traffic Regulation Orders, are potentially causing a nuisance to others.

The notices feature the logos of local councils and police and details of the vehicle, time and date and the reason for the ticket.

Police keep the incident details and if the same driver is caught parking inconsiderately again, they could be fined.

Aims to provide an opportunity for motorists to understand the consequences of their actions, alter their parking habits and therefore avoid the need for further action to be undertaken.

The scheme was recognised nationally as an innovative approach to parking enforcement winning the Living Streets category at the British Parking Awards, however no information is available on how successful the scheme has been at deterring verge parking.

City of York Council

Send letters to homes in key areas, asking them to stop and outlining how much repairs cost

Continue repairing verges when appropriate and acknowledge and record complaints with a view to action against individuals and organisations 'where practical'.

Ensure off-street parking provision is considered in the revised Local Plan.

Provide Clearer Information on Approach and Rationale

Peterborough City Council

Provides information on website to outline the council's responsibilities with regards to maintaining grass verges, the legal context of verge parking, and the council's approach to dealing with enquiries. This type of information could help deter some potential enquiries/complaints as makes it clear that problems will only be addressed where they meet certain criteria.

Parking on grass verges

Parking on grass verges is a persistent problem as it can reduce the verge to an unsightly state, and can also obstruct the highway preventing pedestrians and wheel chair users from accessing roads and footways if there is no other pathway. Verge parking can also cause a hazard to other motorists especially if the vehicle is parked on a bend, narrow road or junction and could prevent emergency vehicles from attending an incident.

As car ownership has increased so has the problem of parking on grass verges. Priority is given to dealing with verge parking near to junctions where sightlines are being obstructed, or where the damage caused could be a hazard. Parking on grass verges not only damages the grass it may damage cables and pipes beneath the surface.

What we can do

It's not an offence to park a motor vehicle, with the exception of a HGV, on a grass verge unless it causes an obstruction or a Traffic Regulation Order or byelaw is in force prohibiting it.

Traffic regulation orders - [Traffic Regulation Orders](#) prohibit, rather than prevent, parking on verges. The time and cost involved in implementing Traffic Regulation Orders, including the additional cost of signs and/or road markings to make the order enforceable, can be significant and will depend on the specific site details.

Install bollards or posts - Installing bollards or posts to physically prevent parking on verges will only work if they are respected. To be effective many bollards may need to be erected to fully enclose the area of concern and as such visual impact is high as are installation and maintenance costs. Solutions involving bollards and posts will normally only be considered where widespread and persistent problems are evident.

Convert the grass to a hard surface - It is practical in some cases to convert the grass verge to a hardstanding surface such as tarmac, concrete or grasscrete blocks and allow parking in the area. This option must be balanced against the increased risk of flooding due to surface water run-off, the high costs of installation, potential road safety concerns and the visual impact on the street scene.

<https://www.peterborough.gov.uk/residents/parking/parking-on-grass-verges/>

Combination of Clearer Information and Encouraging Residents to Park More Considerately

Wigan Council

Several local authorities use a combination of approaches, in recognition that there is no one-size-fits-all solution and issues need to be dealt with on a case by case basis.

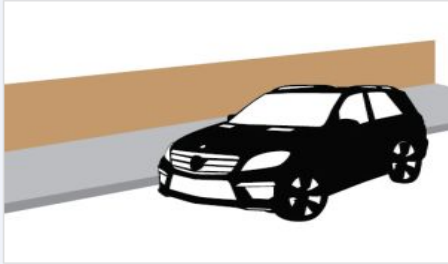
Councils can fine motorists for parking on pavements (footway) or grass verges if they have parked in an area with waiting restrictions i.e. yellow lines.

Where there are no waiting restrictions, and the car is causing an **obstruction**, enforcement can only be done by the Greater Manchester Police. We have no enforcement powers against pavement/verge parking where there are no restrictions.

- [See the Highway Code for further details on parking rules and regulations.](#)

Enforcement rules

If you're unsure about what is acceptable pavement parking and who to appeal to for enforcement action, view the following pictures illustrating the rules and who enforces them.



Parking on road, no waiting restrictions

Who enforces? No one as this is OK



Parking on road, waiting restrictions apply

Who enforces? Wigan Council



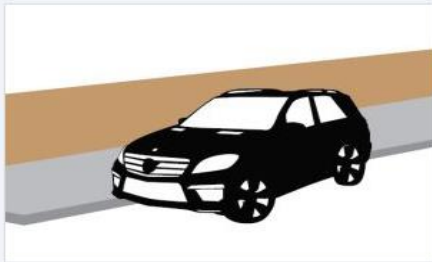
Parking on pavement, waiting restrictions apply

Who enforces? Wigan Council



Parking on pavement, causing obstruction, no waiting restrictions

Who enforces? Greater Manchester Police



Parking on pavement, no obstruction, no waiting restrictions

Who enforces? An advice leaflet may be left by a Wigan Council officer, councillor or resident

Warning leaflets

If you're concerned about pavement parking in your neighbourhood, you can print off our warning leaflets and use these to target the affected area.



Your vehicle is parked on the pavement!

If you park on the pavement you may;

- ⦿ Force pedestrians into the road
- ⦿ Damage the pavement
- ⦿ Be fined!

Please do not park on the pavement.

This approach means that in instances where a resident is unlikely to meet the criteria for the council or police to take action to address verge parking, they can still take action themselves.

There is no information available on whether this approach has had any impact on the incidence of verge parking or the numbers of enquiries or complaints received by the council about the issue.

Full assessment of all enquiries, followed by action where certain criteria are met

Leeds City Council

1. Undertake initial survey of any enquiries received about damaged verges (desk top exercise followed by safety inspection if required)
2. If prevention of parking on verge can be considered then seek funding to resource works*
3. If funding is secured, produce detailed design and costs
4. Consult with ward members and residents
5. Collate results and take final decision on whether to reject or fund proposals
6. If decide to fund, finalise scheme and implement

*Funding options:

1. Local transport capital allocations IF:

- necessary to reduce the risk of injury to pedestrians or damage to vehicles or
- can be accommodated within other highway refurbishment work (unless additional costs of providing sustainable drainage solutions for these alterations is prohibitive)

HOWEVER 'highways maintenance budget does not currently contain provisions for specifically making verge improvements and is already stretched to meet routine maintenance demand. The general presumption will be that the council will not fund verge hardening from local transport capital allocations'

2. Third party funding;

- Housing revenue or capital budgets
- Community Committees
- Section 278 agreements
- Section 106 moneys from larger developments

'Where external funds aren't sufficient, highways will contribute a sum equal to the maintenance savings made by removal or alteration to the grassed area accrued over 10 years.'

3. Internal capital budgets: IF exceptional circumstances whereby verge hardening is part of a wider package to improve safety and a business case has been made identifying all benefits.

4. Integrated Transport Fund: might contribute where involves road safety issues

There is no data available on the proportion of enquiries received by Leeds City Council regarding verge parking that lead to a recommendation to deter or accommodate parking or, of those, the proportion which secure funding but the outline of funding options, summarised above, suggests this will be a very small number due to budget constraints and very stringent funding criteria.

Wokingham Borough Council

Any parking on verge or footway issues identified to the council is investigated and direct action taken IF one or more of the following criteria is met:

- A law is being broken / there are parking restriction on the carriageway adjacent to the area of verge/footway parking
- There is a safety issue, either by way of demonstrable evidence of a real safety problem i.e. recorded injury accident, or the emergency services or police have made representation
- Underground services are being damaged

Should the issue not meet any of the criteria then it is deemed a local community concern and the council asks the community to identify a preferred solution and assist with the control of inconsiderate parking through positive engagement and dialogue. The council, if required, supports by issuing correspondence to all households in the selected area advising of the inappropriateness of verge or footway parking and the council's intention to follow up by taking action against damage caused in the worst cases.

In addition, where a full refurbishment of the highway is undertaken or the footway is due for resurfacing and there is evidence that the verge/footway/footpath is being used for parking it will be incorporated within the scheme, as follows, IF sufficient budget is available;

- Grass verges less than 1.8m wide will automatically be considered for incorporation into the footway
- Verges of 1.8m or more, all potential options will be considered and residents consulted with residents on the preferred option

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Overview of Options to **DETER** or **PREVENT** verge Parking

Current Approach to repairs

Option	Description	Positive	Negative
Fill with planings / granular material	Fill ruts and hazards with granular material.	<ul style="list-style-type: none"> •Removes trip hazards and defects. •Low cost •Some residents view as positive as it can increase parking capacity by enabling verge parking. 	<ul style="list-style-type: none"> •Removal of grass can be seen as a negative. •Aesthetic appearance detracts from street. •Impact on grass cutting maintenance service. •Impact on trees if nearby.

Alternative Approach to repairs

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Option	Description	Positive	Negative
Re-Soil & Seed Verge	Fill ruts with topsoil and re-seed.	<ul style="list-style-type: none"> •Removes trip hazards and defects temporarily •Aesthetic appearance improves street if seed can become established. 	<ul style="list-style-type: none"> •Does not resolve issues and hazards reform quickly if parking continues. •Recurring costs and resource implications.

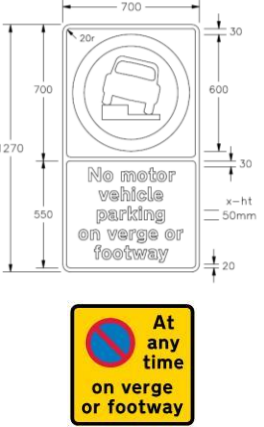
Options to **DETER** or **PREVENT** verge Parking

Option	Description	Positive	Negative
Soft Planting	Planting of verges with low level shrubs and foliage.	<ul style="list-style-type: none"> •Deter Parking when established •Provide Wildlife habitat and improve Green Infrastructure •Environmental benefits including reduce flood risk •Some creative initiatives available. 	<ul style="list-style-type: none"> •Installation and Maintenance Costs. •Utility Company access to their equipment. •Encroachments onto roads and footways if not maintained. •Litter picking issues/collection in foliage. •Height restrictions for visibility. •License required if undertaken by resident. May result in unauthorised planting that lead to confrontation and resources to manage •May not be suitable on high speed roads, busy arterial routes or narrow verges

			<ul style="list-style-type: none"> •Can reduce parking capacity of the street. •Could encourage others to undertake without necessary approvals, guidance and assessment.
Tree Planting	Planting trees	<ul style="list-style-type: none"> •May deter parking when established •Provide wildlife habitat and improve Green Infrastructure •Environmental benefits including reduce flood risk •Some Council's promote a "Donate a Tree" scheme where street trees are planted outside the property or elsewhere in the Borough. 	<ul style="list-style-type: none"> •Will not always deter parking due spacing of trees and distance planted from the kerb. •Utility Apparatus and impact on road and footway from roots •Likely tree damage with vehicles trying to park in gaps. •May need supplementing with fencing /Bollards. •Increased maintenance costs. •Can reduce parking capacity of the street.
Planters	Install planters on verges	<ul style="list-style-type: none"> •May deter parking. •Provide wildlife habitat and improve Green Infrastructure. •Some creative initiatives available. 	<ul style="list-style-type: none"> •May not always deter parking due spacing and distance set back from the kerb. •Installation and Maintenance Costs. •Utility Company access to their equipment. •Height restrictions for visibility. •License/approval process maybe required if maintenance by residents. •May not be suitable on high speed roads, busy arterial routes or narrow verges •Can reduce parking capacity of the street and displace problem. •Can prevent parking on road as car doors may not be able to be opened.
Raised Beds	Construct a high level kerb around the verge high enough to prevent vehicle access that can then be filled and planted.	<ul style="list-style-type: none"> •Prevents Parking •Provide Wildlife habitat and improve Green Infrastructure •Environmental benefits including reduce flood risk •Some creative initiatives available. 	<ul style="list-style-type: none"> •Expensive Installation and Maintenance Costs/issues. •Utility Company access to their equipment. •Encroachments onto roads and footways if planting not maintained. •Litter picking issues/collection in foliage. •Height restrictions for visibility. •License required if maintained by resident. •May not be suitable on high speed roads, busy arterial routes or narrow verges. •Can reduce parking capacity of the street and displace problem.

			<ul style="list-style-type: none"> •Could prevent parking on road as car doors may not be able to be opened. Height of raised bed to be considered. E.g double height kerb.
Bollards	Installation of Bollards	<ul style="list-style-type: none"> •Deter parking. 	<ul style="list-style-type: none"> •Expensive Installation and Maintenance Costs/issues. •Presence of utility apparatus may hinder installation •Likely to require numerous bollards at regular intervals. •Evidence of vandalism and removal. •Consideration of the street appearance. •May not be suitable on high speed roads, busy arterial routes or narrow verges. •Can reduce parking capacity of the street and displace problem. •Detract from aesthetic appearance of the street.
Verge Markers (Temporary)	Installation of temporary markers to deter parking and damage.	<ul style="list-style-type: none"> •May deter parking. •Quick and easy to install •Demonstrates the issue to drivers to encourage people not to park on verges. (<i>Campaign message may need to be developed</i>) 	<ul style="list-style-type: none"> •Installation and Maintenance Costs/issues. •Presence of utility apparatus may be a risk to consider. •Likely to require numerous markers at regular intervals. •High Likelihood of vandalism and removal. •Approval process may be required if maintained/installed by resident. •Consideration of the street appearance. •May not be suitable on high speed roads, busy arterial routes or narrow verges. •Can reduce parking capacity of the street and displace problem. •Resources not available to manage
Verge markers (Permanent)	Installation of permanent markers to deter parking and damage.	<ul style="list-style-type: none"> •Deter parking. 	<ul style="list-style-type: none"> •Installation and Maintenance Costs/issues. •Likely to require numerous markers at regular intervals. •Evidence of vandalism and removal. •Consideration of the street appearance. •May not be suitable on high speed roads, busy arterial routes or narrow verges. •Can reduce parking capacity of the street and displace problem.
Low Level Fencing (Wooden Birdsmouth type)	Install low level fencing	<ul style="list-style-type: none"> •Prevents Parking 	<ul style="list-style-type: none"> •Installation and Maintenance Costs/issues. •Replacement costs as requires replacement when rotten. •Evidence of vandalism and removal. •Consideration of the street appearance. •May not be suitable on high speed roads, busy arterial routes or narrow verges.

			<ul style="list-style-type: none"> •Can reduce parking capacity of the street and displace problem.
Traffic Cones	Place road cones to deter parking and damage.	<ul style="list-style-type: none"> •May deter parking. •Quick and easy to install •Residents could be issued with cones to manage. (approval process maybe required) •Demonstrates the issue to drivers to encourage them not to park on verges. (<i>Campaign message may be required</i>) 	<ul style="list-style-type: none"> •Costs. •Resources not available to manage. •Likely to require numerous at regular intervals. •High Likelihood of theft and removal. •Approval process may be required if maintained/placed by resident. •Consideration of the street appearance. •May not be suitable on high speed roads, busy arterial routes or narrow verges. •Can reduce parking capacity of the street and displace problem.
Signs / Notices (on Highway)	Install Signs on existing street furniture e.g Lamp columns	<ul style="list-style-type: none"> •Highlights the issue to drivers to encourage people not to park on verges. (<i>Campaign message may need to be developed</i>) 	<ul style="list-style-type: none"> •Costs. •Resources not available to manage. •Potential limited impact •Likely to require numerous at regular intervals. •No legal standing. •Could encourage malicious damage.
Signs / Notices (on residents boundary fences /walls/ in gardens)	Supply residents to install on or within their property	<ul style="list-style-type: none"> •Highlights the issue to drivers to encourage people not to park on verges. (<i>Campaign message may need to be developed</i>) 	<ul style="list-style-type: none"> •Costs. •Resources not available to manage. •Potential limited impact •Likely to require numerous at regular intervals. •No legal standing. •Could encourage malicious damage.
Letters and Leaflets	Issue letters to households or attach leaflets to vehicles.	<ul style="list-style-type: none"> •Highlights the issue to drivers to encourage people not to park on verges. (<i>Campaign message may need to be developed</i>) 	<ul style="list-style-type: none"> •Cost. •Resources not available to manage. •Potential limited impact •Potential to create neighbour tension or conflict with drivers •No legal standing. •Could encourage malicious damage. •Approval process may be required if maintained/placed by resident.

<p>Traffic Regulation Orders</p> <p>Yellow Lines</p>	<p>Introduce Restrictions designed for the circumstances. E.g yellow lines, loading bans etc</p>	<ul style="list-style-type: none"> •Provides deterrent and enforcement capability for long term parking. •Yellow lines apply to road, verge and footway when introduced 	<ul style="list-style-type: none"> •Does not prevent damage •Provides deterrent and enforcement capability for long term parking. •Enforcement presence required. Resource limited. •Costs and legal process to introduce •Requires signs which may clutter the streetscape and be unsightly. Experience at School sites •Can reduce parking capacity of the street and displace problem. •Restrictions apply to all not just those who cause issues.
<p>Traffic Regulation Order</p> <p>Verge/footway Parking Bans</p>	<p>Introduce verge / footway parking restrictions</p> 	<ul style="list-style-type: none"> •Provides deterrent and enforcement capability for long term parking. •No road markings just signs. 	<ul style="list-style-type: none"> •Does not prevent damage •Provides deterrent and enforcement capability for long term parking. •Enforcement presence required. Resource limited. •Costs and legal process to introduce. •Very Large Entry signs required to identify zone/limits of where the ban applies •Requires signs which may clutter the streetscape and be unsightly. Experience at School sites •Can reduce parking capacity of the street and displace problem. •Restrictions apply to all not just those who cause issues.

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Overview of Options to ACCOMMODATE Parking

Option	Description	Positive	Negative
Harden Verge	Remove grass and soil and replace with hard surfacing of tarmac or block paving	<ul style="list-style-type: none"> •Provides parking in areas where residential pressure. •Removes verge damage issue. •Protects Utilities apparatus. 	<ul style="list-style-type: none"> •Not suitable in all locations e.g. where not desired -junctions, school parking issues. •High Cost. •Removes grass verge and impacts on street character. •Can Increase flood risk. (more hard surface to drain) •Experience of complaints that residents must 'bump up' kerb causing damage to vehicles. •Can encourage parking and damage to footways and the associated obstruction issues. •Can impact on nearby tree root zones •Areas remain communal on first come, first served basis
Convert to parking bays	Remove verge and kerbs to provide flush parking bay adjacent to road.	<ul style="list-style-type: none"> •Provides parking in areas where residential pressure. •Removes verge damage issue. •Protects Utilities apparatus. 	<ul style="list-style-type: none"> •Not suitable in all locations e.g. where not desired -junctions, school parking issues. •Very High Cost. •Can sometimes require prohibitive service diversions, protection or lowering. •Removes grass verge and impacts on street character. •Can Increase flood risk. (more hard surface to drain) •Can impact on nearby tree root zones •Areas remain communal on first come, first served basis
Pavement Crossings	Enforce unauthorised drive crossings across verges	<ul style="list-style-type: none"> •Reduces damage and risk to other highway users. 	<ul style="list-style-type: none"> •Resources required to take action against residents •Experience of negative reaction from resident and press.

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Delivery Options

Note: ✓* indicates current staff and budget resources do not allow Council to pay or deliver these options but could if resources were available.

Option	Who Can deliver?		Who Could Pay/deliver?		Option considerations
	Council Delivered	Non – Council (Resident)	Council	Service Charge Option	
Fill with planings	✓	✗	✓	✗	Current Approach
Top Soil & Seed	✓	✓	✓*	✓	Ongoing treatment required and thus resource implication. See license issues regarding resident involvement
Soft Planting	✓	✓	✓*	✓	Initial costs Ongoing Maintenance Costs See license issues regarding resident involvement
Tree Planting	✓	✗	✓*	✓	Initial costs Ongoing Maintenance Costs
Planters	✓	✗	✓*	✓	Initial costs Ongoing Maintenance Costs or Community maintained, see license issues
Raised Beds	✓	✗	✓*	✓	Initial costs Ongoing Maintenance Costs Careful consideration of location used.
Bollards	✓	✗	✓ <small>Only in certain circumstances</small>	✓	Initial costs Ongoing Costs for replacement if required.
Verge Markers (Temporary)	✓	✗	✓	✓	Initial costs & resources Ongoing Costs for replacement if required.

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Note: ✓* indicates current staff and budget resources do not allow Council to pay or deliver these options

Option	Who Can deliver?		Who Could Pay/deliver?		Option considerations
	Council Delivered	Non – Council (Resident)	Council	Service Charge Option	
Verge markers (Permanent)	✓	✗	✓ <small>Only in certain circumstances</small>	✓	Initial costs Ongoing Maintenance Costs Ongoing Costs for replacement if required.
Low Level Fencing (Wooden Birdsmouth type)	✓	✗	✓ <small>Only in certain circumstances</small>	✓	Initial costs Ongoing Maintenance Costs Ongoing Costs for replacement if required.
Traffic Cones	✓	✗	✓*	✓	Initial costs Ongoing Maintenance Costs Ongoing Costs for replacement if required.
Signs / Notices (on Highway)	✓	✗	✓*	✓	Initial costs Design consistency and Message Ongoing Costs for replacement if required.
Signs / Notices (on residents boundary fences /walls/ in gardens)	✓	✓	✓*	✓	Initial costs Design consistency and message Ongoing Costs for replacement if required. Resident could possibly deliver if within their property
Letters and Leaflets	✓	TBD	✓*	✓	Resource requirements Consider Risk Assessment regarding Community issuing Leaflets and Notices.
Pavement Crossings	✓	✓	✓	✓	Scheme in place for resident's fund drive crossings Must apply to Council and seek authority and permissions to construct.
T R O Yellow Lines	✓	✗	✓ <small>Only in certain circumstances</small>	✓	Resource requirements for enforcement

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Note: ✓* indicates current staff and budget resources do not allow Council to pay or deliver these options

Option	Who Can deliver?		Who Could Pay/deliver?		Option considerations	
	Council Delivered	Non – Council (Resident)	Council	Service Charge Option		
T R O Verge/ footway Parking Bans	✓	✗	✓ <small>Only in certain circumstances</small>	✓		Resource requirements for enforcement
Harden Verge	✓	✗	✓*	✓		Initial costs& would be for communal use.
Convert to parking bays	✓	✗	✓*	✓		Initial costs& would be for communal use.

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License Examples

Typical License Conditions (Hampshire Model)

The License below would need to be accompanied by Guidance, Risk assessment and Method Statements and procedures.

Made under Section 142 of the Highways Act 1980

1. Where a licence is granted under subsection 2(a), the licence is granted to the applicant only and is not transferable
2. Where a licence is granted under subsection 2(b), the licensee transfers to the successors, in title, of the stated premises. The applicant shall inform the Highway Authority, within one month, of any change in ownership of the premises
3. a) In accordance with s142(8) Highways Act 1980, the Licensee and the person who immediately before the expiration, withdrawal or surrender of a licence was the licensee or, if that person has died, his personal representatives shall indemnify the highway authority against any claim in respect of injury, damage or loss arising out of:
 - (i) the planting or presence in a highway of trees, shrubs, plants or grass to which the licence relates, or
 - (ii) the execution by any person of any works authorised by the licence or by the highway authority under section 142(7), or
 - (iii) the execution by or on behalf of the highway authority of any works under section 142(7)
 b) In addition, the Licensee shall indemnify the County Council against all liability, loss, claim or proceeding whatsoever arising under the statute or common law in respect of the planting, maintaining, retaining or removal of trees, shrubs, plants or grass in the highway
4. a) The applicant shall hold public liability insurance in an amount not less than £5 million in respect of each and every occurrence or series of occurrences caused by or attributable to any event giving rise to a claim
 b) The applicant shall hold such insurance cover for the duration of the licence and shall, when required by the Highway Authority, produce evidence of such insurance to the satisfaction of the County Council
5. No part of the highway may be planted so as to enclose it or to obstruct the public right to pass and re-pass over the highway
6. Any request for an extension to the period for which the licence has been granted must be made by submitting a further application to the Highway Authority at least 48 hours (excluding Saturday and Sunday and Bank Holidays) prior to the expiry of the existing licence
7. No hole shall be dug to a greater depth than 2 feet (600mm) in connection with the planting of trees, shrubs or plants covered by this licence, nor shall any hole be dug within 3 feet (1 metre) of the line of any apparatus of Statutory Undertaker, Sewerage Authority or anyone in possession of a telecommunications licence
8. No shrub, plant, or grass of a poisonous nature, or otherwise likely to constitute a source of danger, nuisance, or annoyance to persons or animals on the highway, shall be planted. No tree, shrub or plant shall exceed 2 feet (600mm) in height

9. No cultivation licence application will be approved for any trees, shrubs, plants or grass that may interfere with sight lines (visibility splays) at a road junction
10. All trees, shrubs, plants, and grass to which this licence relates shall be properly cut, pruned and trimmed at all times during the continuance of this licence and no such tree, shrub, plant, or grass shall be allowed to obstruct, overhang or interfere in any way with, or become a danger, nuisance, or annoyance to passage along the carriageway, footway, or verge, or to overhang the premises of any person other than the licensee
11. The applicant shall keep the part of the highway to which this licence relates in a neat and tidy condition to the satisfaction of the Highway Authority.
12. The applicant shall not remove any soil or materials from any part of the public highway or otherwise do anything that would interfere with the support given to the rest of the highway
13. Persons authorised by the Highway Authority or any statutory undertaker, sewerage authority, or holder of a telecommunications licence may at any time enter the part of the public highway to which this licence relates in order to carry out authorised works
14. Nothing in this licence absolves the applicant from his responsibilities to maintain access or provide protection to apparatus owned, used or maintained by statutory undertakers, sewerage authorities or anyone in possession of a telecommunications licence
15. If it appears to the Highway Authority that any tree, shrub, plant or grass covered by this licence contravenes the requirements of any conditions of the licence, the Highway Authority may withdraw the licence upon 7 days notice and thereafter remove the plants and reinstate the highway. The Highway Authority's costs of doing so shall be met by the applicant
16. The Highway Authority may, by notice served to the applicant, terminate the licence:
 - a) on the expiration of such period as may be specified in the notice, being a period of not less than 7 days beginning with the date of service of the notice on the applicant, if any condition of the licence is contravened by the applicant
 - b) on the expiration of such period as may be so specified, being a period of not less than 3 months beginning with said date, if the Highway Authority consider the withdrawal of the licence necessary for the purpose of the exercise of their functions as a highway authority.
17. Where a licence expires or is withdrawn or surrendered, the Highway Authority:
 - a) may remove all or any of the trees, shrubs, plants or grass to which the licence relates and reinstate the highway and may recover the expenses reasonably incurred by them in doing so from the last licensee applicant; or
 - b) if satisfied that the last applicant can, within such reasonable time as they may specify, remove such trees, shrubs, plants or grass, or such of them as they may specify and reinstate the highway, may authorise him to do so at his own expense

West Sussex County Council Highways Licence to Plant in the Highway Highways Act 1980 (Section 142)

Guidance Notes for Individual Applicants

The aim of the licencing procedure is to enable private individuals to plant on highway land where local authority funds are not available. Section 142 of the Highways Act 1980 empowers the Highway Authority to grant a licence permitting the owner/occupier of any premises adjoining the highway to plant and maintain or to retain and maintain shrubs, plants or grass in the highway.

Please be aware of the following points:

1. The verge must be a minimum of 2 metres (6 feet 6 inches) wide before planting is considered. Planting must be at a minimum distance of 1.2 metres (4 feet) from the edge of the carriageway.
2. The planting of shrubs and other plants are permitted depending on the location. Please do not select a species of plant that is prickly for planting adjacent to footpaths.
3. Hedges and enclosures of any form (e.g. fences) are not permitted.
4. The applicant must be either the owner or occupier of the property adjoining the highway (i.e. fronting the verge in question) and should state so if they are not the owner.
5. The licence will be issued to plant and maintain. The form of licence which is normally used is assignable and is granted to the owner/occupier of the premises adjoining the Highway and their successors in title i.e. any subsequent owner/occupier. If any variation to this is intended, please supply full details to accompany the application form. No charge is made for the licence.
6. The licensee shall indemnify the Highway Authority against any claim in respect of injury, damage or loss arising out of the planting or presence in the highway of shrubs, plants or grass to which the licence relates.
7. In some cases permission for planting can be requested for an area which is not adjoining the applicant's property. In this instance the Parish, Town or District Council may agree to make an application on the applicant's behalf. WI 028 GN 001 v1.1 Guidance Notes for Planting in the Highway 30/10/2014.

Application Procedure

Application forms for licences can be obtained from the WSCC Contact Centre or the WSCC web site.

1. Sections numbered 1 to 8 should be filled in by the applicant and the form returned to the appropriate Highways Area Team. It should be accompanied by 5 copies of a plan or drawing showing the PRECISE LOCATION of the proposed planting scheme and possible sight lines which have to be preserved.

2. A Highways Area Team member will inspect the site to assess visibility requirements and will liaise with utility providers to establish the presence of any underground apparatus which may be affected by the planting proposal. The Parish Council will also be consulted and any objections resolved before a licence is granted.

3. In certain circumstances, it may be that the proposed licensee would wish to 'dedicate' the shrubs etc. Any 'dedication' has to be approved by the Director of Highways & Transport, but funds are not available for maintenance, and so the responsibility for maintenance is that of the Licensee.

4. If the application is approved the licence will be issued by the Director of Highways & Transport.

You must get a licence from the county council before you can enter into the highway for the purpose of planting.

Applications must be made at least one month in advance of the date which works are required to take place and must meet the requirements of the Highways Act 1980, Sections 141 and 142.

You will need to provide:

- An accurate location plan (minimum 1:2500 scale)
- Evidence of valid public liability insurance to a minimum of £5 million
- A proposed date for the start of works
- Your name, address and signature

Download and complete the application form below and send to Executive Director for Environment and Economy, Lancaster House, 36 Orchard Street, Lincoln, LN1 1XX

There is no fee for this licence.

Approval process

1. Once you submit an application, we will check your documentation, assess your request and bank your payment
2. We will contact you if any information or documents are missing. We may also contact you to discuss your works further, if required
3. We will send you two copies of the private licence. Both must be signed by you, witnessed and returned to the council
4. Once we receive your signed copies we will countersign them. We will then send your licence documents, together with any conditions of work, within one month
5. Works can only begin when you have received your licence documents

Refused applications

If it's not possible to resolve any issues or conflicts, your application will be refused and you will be unable to carry out your proposed works. Your paperwork and payment will be returned to you.

DRAFT ASSESSMENT PROCESS FOR REVIEW AND DEVELOPMENT

STAGE 1 – Complaint received.

Cover Letter & Assessment form to gather information. Resident or Ward Councillor Lead.

VERGE DAMAGE ASSESSMENT FORM

Your Contact Details

Your Name

Your Address

Telephone

Email

Where is the Problem Location

Please provide the Street Name (s) where this problem is occurring?

Please Describe where in the street this problem is occurring? For example:
 All of the street
 Outside number 24 to 42 & numbers 13 to 27

Please Describe what the problem is that you are experiencing? For example:

When does the problem occur?..... Please ✓ or ✗ against the relevant		
All of the time <input type="checkbox"/>	Evenings <input type="checkbox"/>	Weekends <input type="checkbox"/>
School Drop off & Collection times <input type="checkbox"/>	Please provide times: _____	
Other times. <input type="checkbox"/>	Please provide times: _____	
Is the Problem linked to any specific event or activity? For Example: Events at nearby Community centre Parking to go to nearby shop Parking and then going to work	Please provide details and times:	

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Who do you think causes the problem? Please ✓ or ✗ against the relevant			
Residents <input type="checkbox"/>	Commuters <input type="checkbox"/>	Parents collecting /dropping off children <input type="checkbox"/>	Delivery drivers <input type="checkbox"/>
Other? Please provide details:			

Details about the street? Please ✓ or ✗ against the relevant			
Are there large, deep ruts or hazards on the verge?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not sure <input type="checkbox"/>
Do the houses on the street have driveways?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Some houses do others don't <input type="checkbox"/>
Do residents use driveways?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Some houses do others don't <input type="checkbox"/>
Is the road too narrow requiring people to park on the verge to allow vehicles to pass?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not sure <input type="checkbox"/>
Are there any Waiting Restrictions in the Street? (e.g Yellow Lines)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Are there trees in the verges?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Do you think there is insufficient parking places to cater for the vehicles owned by residents?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

What are your concerns? Please ✓ or ✗ against the relevant			
The parking is causing a road safety issue restricting visibility at a junction?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not sure <input type="checkbox"/>
The verge is being damaged, and it is dangerous?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not sure <input type="checkbox"/>
The verge is being damaged, and it looks awful?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not sure <input type="checkbox"/>

I can't get parked near my home because others park on the verge near my property	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not sure <input type="checkbox"/>
I'm concerned that Emergency Service vehicles will not be able to get down the road.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not sure <input type="checkbox"/>
I take pride in the area I live, and others are damaging the area.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Not sure <input type="checkbox"/>
Other? Please Describe:			

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Next Section: For REVIEW GROUP to develop

What do you think would help solve the issue? Please ✓ or ✗ against the relevant			
Insert options	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Would you be willing to pay? <input type="checkbox"/>
For example Physical measures, enforcement, encouragement	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Would you be willing to pay? <input type="checkbox"/>
	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Would you be willing to pay? <input type="checkbox"/>
	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Would you be willing to pay? <input type="checkbox"/>
	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Would you be willing to pay? <input type="checkbox"/>

Yes <input type="checkbox"/>	No <input type="checkbox"/>	Would you be willing to pay? <input type="checkbox"/>
Other? Please Describe:		

A separate process will need to be considered where the Council identify a safety issue and intend to take action

STAGE 2

To be developed and considered as part of the review. This will need to consider Assessment of what may or may not be possible.

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This could result in consultation with the community.

Prioritisation needs to be considered.

STAGE 3

Reply with outcome

STAGE 4

Any actions delivered or prioritised for delivery

As part of the review flow chart approach maybe developed.

GRASS VERGE MANAGEMENT – REVIEW GROUP

9 APRIL 2021

PRESENT – Councillors Renton (Chair), Bartch, Culley, Donoghue, Haszeldine, McCollom and Tait

APOLOGIES – Councillors Cossins and Durham

OFFICERS IN ATTENDANCE – Dave Winstanley (Assistant Director – Transport and Capital Projects), Steve Pryke (Head of Highways Asset Management), Andrew Casey (Head of Highways Network Management), Andrew Cruddace (Surveying and Street Works Manager), Anna Willey (Anti Social Behaviour and Civic Enforcement Manager), Melanie Emmerson (Highways Inspector) and Hannah Fay (Democratic Officer)

Following a query from a Member regarding enforcement and legal matters, reference was made to the summary note circulated to Members prior to the meeting which outlined the general highway legislation and traffic regulation orders, byelaws, community protection notices, PSPO and the highway code in relation to parking on grass verges.

A discussion ensued in respect of the options available to deter, prevent or accommodate parking and enforcement options:

- Members were in favour of a number of options to deter and prevent parking including the use of signs; planting of wildflowers, however as this was seasonal it would not address the issue in the winter months; the use of temporary markers, however these could be subjected to vandalism; and the use of fake parking tickets. Members felt that tree planting should be considered but noted that this was not suitable in many residential areas.
- It was highlighted that the use of planters was a good option as these would act as a direct deterrent to parking on verges. In rural areas residents often placed stones on grass verges however these could be replaced with planters. Members queried whether the Council would be required to install planters or whether residents could be provided with a list of approved planters that they could purchase and maintain. The Assistant Director, Transport and Capital Projects advised that the Council may need to provide the service; assessments would be required for each location identified; would require liaison with streetscene regarding maintenance; and further investigation into the legalities surrounding the purchase and maintenance of planters by residents. It was highlighted that planters would need to be heavy duty to ensure these could not be moved or vandalised and that planters were not a viable option in some streets.

- It was highlighted that residents would either take pride in their street or they wouldn't and it was suggested to offer free garden waste bins to those residents who agreed to maintain the grass verge outside their property.
- Members felt that verge hardening should be avoided where possible and that prevention and deterrent measures were preferred. Members were informed that Grasscrete blocks had been used in the past however these were very expensive.
- Members highlighted that many of the options discussed would only displace the issue of parking on verges however were assured that a robust assessment process should identify any impacts.
- Members also highlighted the need to consider residents with disabilities, some residents need to be able to park close to their property; and Members needed to be mindful of access to utilities that were held in grass verges.
- Members felt that there was a role for enforcement, however the layout of some residential streets meant that parking on the paths and verges was a necessity. If enforcement action was taken this may cause obstructions in these streets. It was felt that for streets where the majority of residents looked after their verges and a small minority of residents caused damage, then enforcement could be the way to go.
- In relation to the general byelaw that was in place, the maximum penalty for a breach was £20; due to the time and effort involved in bringing a prosecution it would not make commercial sense and would not be in the public interest to enforce this. Members noted that currently the enforcement around parking on verges was sporadic and undertaken as and when requested.
- The Anti Social Behaviour and Civic Enforcement Manager advised Members that other local authorities had used community protection notice (CPN) warnings and CPNs; the warnings gave residents the opportunity to change their behaviour before a fine was issued; and Stockton had used this approach with a 90 per cent success rate. Members were informed that this approach may have resource implications for the enforcement team.
- In relation to the budget for grass verge management Members noted that there was previously a small budget, however this was no longer available and repairs to verges were included in the reactive maintenance budget which was £400k.
- In terms of the scale of the problem Members noted that there was 17,000 km of footway, not all had verges but many residential streets had verges and trees; and complaints in respect of damage to verges were seasonal with more received in the Autumn/Winter time. Reference was made to a rough

costing exercise undertaken a number of years ago in relation to verge hardening which identified the cost to be in the millions; however there were now a number of alternative options available for at least half of the streets in Darlington.

Discussion also ensued on the draft assessment process and Members reviewed the draft verge damage assessment form. Members agreed that the form was comprehensive and noted that this would be available as an online form once the assessment process had been agreed.

Members discussed the next steps and agreed to undertake a table top exercise to trial the draft verge damage assessment form on a number of locations in their wards, covering various circumstances. The task and finish group would be reconvened to review the results of this exercise and finalise the assessment process.

Future steps included a trial of the assessment process on a small number of pilot areas and Members were informed of a small pot of money available for this pilot.

Members held a discussion in respect of an assessment process to future proof housing estates and how this could be embedded in the planning process; a Briefing note would be circulated to Members to provide context in respect of planning policy and parking standards.

IT WAS AGREED – (a) That the draft verge damage assessment form be circulated to members, along with a list of options to deter, prevent or accommodate verge parking, to enable Members to undertake a table top exercise to trial the draft verge damage assessment form on a number of locations in their wards, covering various circumstances.

(b) That a further meeting be arranged in June for Members to review the results of the trial of the draft verge damage assessment form and to finalise the assessment process.

(c) That a briefing note in respect of planning policy and parking standards be circulated to members.

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**COMMUNITIES AND LOCAL SERVICES SCRUTINY COMMITTEE
21 OCTOBER 2021**

WORK PROGRAMME

SUMMARY REPORT

Purpose of the Report

1. To consider the work programme items scheduled to be considered by this Scrutiny Committee during the 2021/22 Municipal Year and to consider any additional areas which Members would like to suggest should be added to the previously approved work programme.

Summary

2. Members are requested to consider the attached work programme (**Appendix 1**) for the remainder of the 2021/22 Municipal Year which has been prepared based on Officers recommendations and recommendations previously agreed by this Scrutiny Committee.
3. Any additional areas of work which Members wish to add to the agreed work programme will require the completion of a quad of aims in accordance with the previously approved procedure (**Appendix 2**).

Recommendation

4. It is recommended that Members note the current status of the Work Programme and consider any additional areas of work they would like to include.

**Elizabeth Davison
Group Director of Operations**

Background Papers

No background papers were used in the preparation of this report.

Author : Hannah Fay

S17 Crime and Disorder	This report has no implications for Crime and Disorder
Health and Well Being	This report has no direct implications to the Health and Well Being of residents of Darlington.
Carbon Impact and Climate Change	There are no issues which this report needs to address.
Diversity	There are no issues relating to diversity which this report needs to address
Wards Affected	The impact of the report on any individual Ward is considered to be minimal.
Groups Affected	The impact of the report on any individual Group is considered to be minimal.
Budget and Policy Framework	This report does not represent a change to the budget and policy framework.
Key Decision	This is not a key decision.
Urgent Decision	This is not an urgent decision
Council Plan	The report contributes to the Council Plan in a number of ways through the involvement of Members in contributing to the delivery of the Plan.
Efficiency	The Work Programmes are integral to scrutinising and monitoring services efficiently (and effectively), however this report does not identify specific efficiency savings.
Impact on Looked After Children and Care Leavers	This report has no impact on Looked After Children or Care Leavers.

MAIN REPORT

Information and Analysis

5. The format of the proposed work programme has been reviewed to enable Members of this Scrutiny Committee to provide a rigorous and informed challenge to the areas for discussion.
6. The Council Plan sets the vision and strategic direction for the Council through to May 2023, with its overarching focus being 'Delivering success for Darlington'.
7. In approving the Council Plan, Members have agreed to a vision for Darlington which is a place where people want to live and businesses want to locate, where the economy continues to grow, where people are happy and proud of the borough and where everyone has the opportunity to maximise their potential.
8. The visions for the Stronger Communities and Local Services portfolios are:-

'to build Stronger Communities that are resilient, sustainable and safe to ensure everyone has the best opportunities to succeed' and 'a borough that is attractive, green and clean, with a wide variety of activities to be enjoyed, and a transport offer that facilitates efficient movement and reduced carbon emissions in the borough'.

Forward Plan and Additional Items

9. Once the Work Programme has been agreed by this Scrutiny Committee, any Member seeking to add a new item to the work programme will need to complete a quad of aims.
10. A copy of the Forward Plan has been attached at **Appendix 3** for information.

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COMMUNITIES AND LOCAL SERVICES SCRUTINY COMMITTEE WORK PROGRAMME

Topic	Timescale	Lead Officer/ Organisation Involved	Link to Performance Management Framework (metrics)	Scrutiny's Role
Waste Management (to include Tees Valley Energy Recovery Facility)	21 October 2021	Ian Thompson		To give Scrutiny Members the opportunity to consider prior to Cabinet.
Rail Heritage Quarter– To include Head of Steam and 2025 Review group also established	21 October 2021	Ian Thompson		To contribute to the development of 'Experience Darlington' Strategy.
Performance Management and Regulation/ Management of Change Regular Performance Reports to be Programmed End of Year Performance (including Compliments Comments and Complaints)	Q2 9 December 2021 2022 TBC	Relevant AD	Full Performance Management Framework suite of indicators.	To receive quarterly monitoring reports and undertake any further detailed work into particular outcomes if necessary.
Bank Top Masterplan	9 December 2021 Last considered 22 October 2020	Anthony Hewitt		To influence the Bank Top Masterplan and ensure the best outcomes for Darlington's residents and its economy.

Topic	Timescale	Lead Officer/ Organisation Involved	Link to Performance Management Framework (metrics)	Scrutiny's Role
Back Lanes To include dog fouling and fly tipping	9 December 2021 Last considered 10 December 2020	Ian Thompson		To update Scrutiny Members and undertake any further work if necessary
Indoor /Outdoor Market	9 December 2021 Last considered 22 April 2021	MAM/Mark Ladyman		To update Scrutiny on the development of the Indoor/Outdoor Market.
Restoration of Locomotion No 1 Replica	17 February 2022	Ian Thompson		To give Scrutiny Members the opportunity to consider prior to Cabinet.
Local Transport Plan	17 February 2022 Last considered 25 February 2021	Sue Dobson		To scrutinise and undertake any further work if necessary.
Arriva – Operational Issues	17 February 2022	Kim Purcell		To scrutinise and undertake any further work if necessary.
Public Sector Executive Group 6 Month Review	17 February 2022	Seth Pearson		To scrutinise and undertake any further work if necessary.
Stronger Communities Fund 6 Month Review	17 February 2022	TBC		To scrutinise and undertake any further work if necessary.
Hippodrome	7 April 2022 Last considered 22 April 2021	Ian Thompson		To scrutinise and undertake any further work if necessary.

Topic	Timescale	Lead Officer/ Organisation Involved	Link to Performance Management Framework (metrics)	Scrutiny's Role
Library Services To include digital offer	7 April 2022 Last considered 19 August 2021 (verbal update)	Ian Thompson	CUL 065 CUL 066 CUL 067	To scrutinise and undertake any further work if necessary.
Tees Valley Combined Authority Transport Strategy (to include Bus Services in the Tees Valley)	Last considered 19 August 2021	Dave Winstanley/ Tom Bryant TVCA		To contribute to and influence the Strategy to ensure the best outcomes for residents.
Northgate Initiative	Last considered 19 August 2021	Seth Pearson		To update Scrutiny Members and undertake any further work if necessary.

REVIEW GROUP

Topic	Timescale	Lead Officer/ Organisation Involved	Link to PMF (metrics)	Scrutiny's Role
School Streets Initiative	Group met on 16 December 2020 and 14 January 2021 Report to Scrutiny on 25 February 2021 Meeting to be arranged			To enable Scrutiny members to understand the work to date, input their experience and their perspectives to inform the work going forward.
Management of Grass Verges	Group met on 9 April 2021 Update report to scrutiny 21 October 2021			To assist development of a new operational policy in relation to the management of grass verges.

JOINT COMMITTEE WORKING – HEALTH AND HOUSING SCRUTINY COMMITTEE

Topic	Timescale	Lead Officer/ Organisation Involved	Link to PMF (metrics)	Scrutiny's Role
Drug and Alcohol Service Contract	Briefing on 13 July 2021 (Health and Housing Scrutiny Committee)	Ken Ross		To update Scrutiny Members undertake any further work if necessary.

ALL MEMBER BRIEFINGS

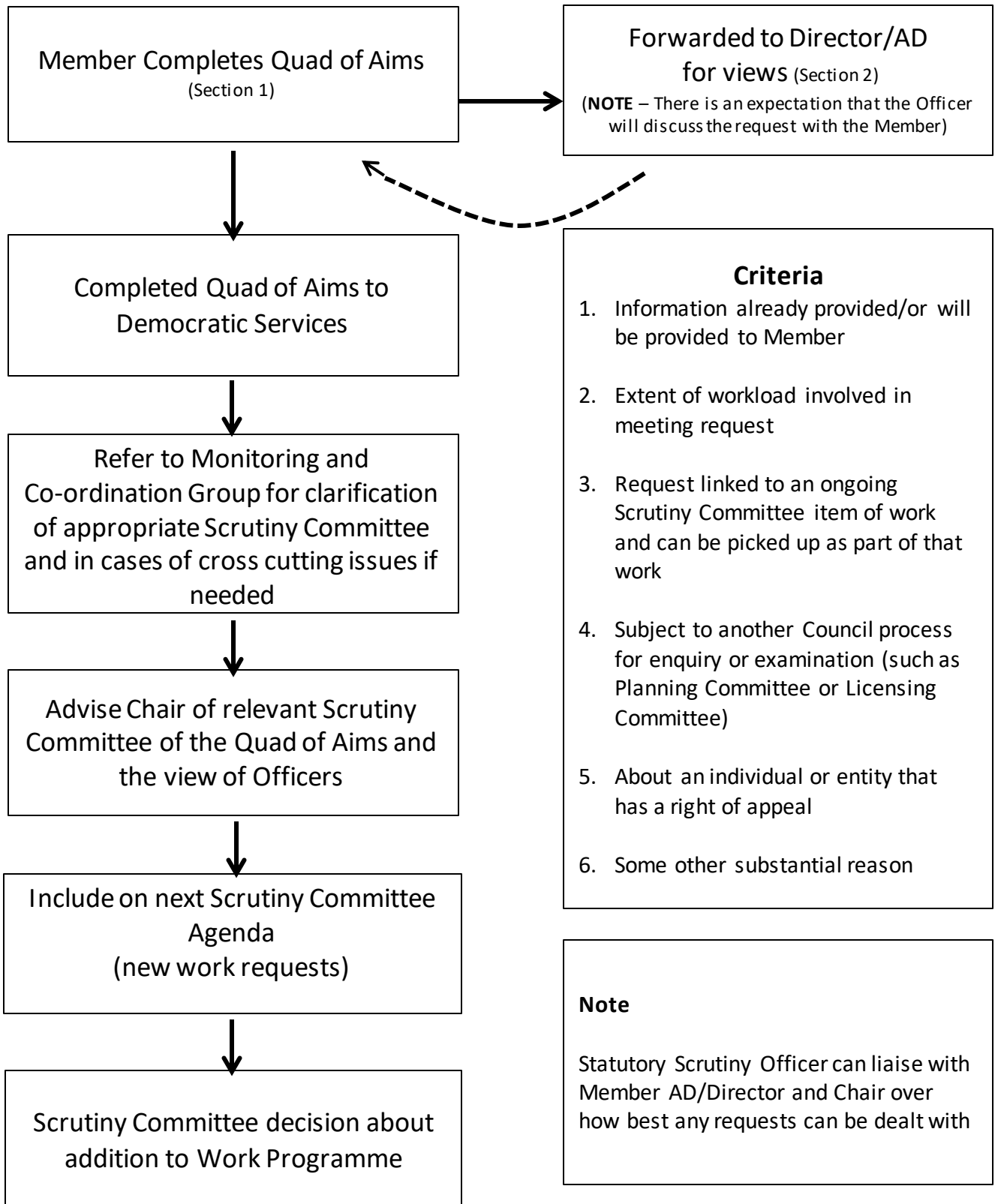
Topic	Timescale	Lead Officer/ Organisation Involved	Link to PMF (metrics)	Scrutiny's Role
Water Safety	All Members briefing 9 July 2021	Andrew Allison/Steve Owers, Teesdale and Weardale Search and Mountain Rescue		To update Members and undertake any further work if necessary.
CCTV	All Members briefing To be arranged early 2022	Ian Thompson/ Graham Hall		To update Members and undertake any further work if necessary.
Community Safety	All Members Briefing To be arranged early 2022	Ian Thompson		To update Members on Community Safety.
Environmental Health	All Members Briefing 19 November 2021	Carol Whelan/ Stephen Todd	ENV 002 ENV 006 ENV 009 ENV 021 ENV 022 ENV 023 REG 803	To gain an understanding of Environmental Health and current and future challenges.

Performance Indicators

DBC Number:	Definition:
CUL 037	Number of shows held at the Hippodrome
CUL 038	Number of individual attendances at theatre shows
CUL 065	Number of physical visits to the Library
CUL 066	Number of book loans
CUL 067	Number of ICT sessions at the library
CUL 071	Number of visits to the Head of Steam
CUL 078	% of ticket sales for the Hippodrome
CUL 079	% of ticket sales for the Hullabaloo
ENV 002	Number of Street Champions who are actively involved in litter picking a minimum of once per month
ENV 006	Total number of fly-tips reported
ENV 006a	Total number of large fly-tips reported
ENV006b	Total number of small fly-tips reported
ENV 009	% household waste that is collected that is either reused, recycled or composted
ENV 021	% of small fly tips removed within target time
ENV 022	% of large fly tips removed within target time
ENV 023	Number of prosecutions for fly-tipping
ENV 024	Land Audit Management System - Litter Score
REG 803	Trading Standards : Percentage of high risk inspections carried out
TCP 101	Bus punctuality - percentage of non-frequent bus services running on time
TCP 200	Percentage of principal roads where maintenance should be considered (A class)
TCP 202	Percentage of non principal roads where maintenance should be considered (B and C class)

TCP 203	Percentage of unclassified roads where maintenance should be considered
TCP 600	Number of people killed or seriously injured in road traffic accidents
TCP 601	Number of people slightly injured in road traffic accidents
TCP 602	Number of children killed or seriously injured in road traffic accidents
TCP 603	Number of children slightly injured in road traffic accidents
TCP 900	Overall Public Satisfaction with Public Transport Theme (National Highways and Transport Survey)

PROCESS FOR ADDING AN ITEM TO SCRUTINY COMMITTEE'S PREVIOUSLY APPROVED WORK PROGRAMME



PLEASE RETURN TO DEMOCRATIC SERVICES

QUAD OF AIMS (MEMBERS' REQUEST FOR ITEM TO BE CONSIDERED BY SCRUTINY)

SECTION 1 TO BE COMPLETED BY MEMBERS

NOTE – This document should only be completed if there is a clearly defined and significant outcome from any potential further work. This document should **not** be completed as a request for or understanding of information.

REASON FOR REQUEST?	RESOURCE (WHAT OFFICER SUPPORT WOULD YOU REQUIRE?)
PROCESS (HOW CAN SCRUTINY ACHIEVE THE ANTICIPATED OUTCOME?)	HOW WILL THE OUTCOME MAKE A DIFFERENCE?

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Signed Councillor

Date

SECTION 2 TO BE COMPLETED BY DIRECTORS/ASSISTANT DIRECTORS
(NOTE – There is an expectation that Officers will discuss the request with the Member)

	Criteria
1. (a) Is the information available elsewhere? Yes No If yes, please indicate where the information can be found (attach if possible and return with this document to Democratic Services)	1. Information already provided/or will be provided to Member
(b) Have you already provided the information to the Member or will you shortly be doing so?	2. Extent of workload involved in meeting request
2. If the request is included in the Scrutiny Committee work programme what are the likely workload implications for you/your staff?	3. Request linked to an ongoing Scrutiny Committee item of work and can be picked up as part of that work
3. Can the request be included in an ongoing Scrutiny Committee item of work and picked up as part of that?	4. Subject to another Council process for enquiry or examination (such as Planning Committee or Licensing Committee)
4. Is there another Council process for enquiry or examination about the matter currently underway?	5. About an individual or entity that has a right of appeal
5. Has the individual or entity some other right of appeal?	6. Some other substantial reason
6. Is there any substantial reason (other than the above) why you feel it should not be included on the work programme?	

Signed **Position** **Date**

PLEASE RETURN TO DEMOCRATIC SERVICES

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**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**



DARLINGTON

Borough Council

**FORWARD PLAN
FOR THE PERIOD: 6 OCTOBER 2021 - 28 FEBRUARY 2022**

Title	Decision Maker and Date
Council Tax Support - Scheme Approval 2022/23	Council 25 Nov 2021 Cabinet 9 Nov 2021
Eastbourne Sports Complex - Release of Capital	Council 25 Nov 2021 Cabinet 9 Nov 2021
Feethams House - European Regional Development Fund	Cabinet 9 Nov 2021
Land at Sparrowhall Drive	Cabinet 9 Nov 2021
Project Position Statement and Capital Programme Monitoring - Quarter Two	Cabinet 9 Nov 2021
Proposed Waiting Restrictions on Woodland Road, Outram Street and Duke Street	Cabinet 9 Nov 2021
Revenue Budget Monitoring - Quarter 2	Cabinet 9 Nov 2021
Schedule of Transactions - November	Cabinet 9 Nov 2021
Special Educational Needs and Disabilities (SEND) Capital Projects	Cabinet 9 Nov 2021
Complaints Made to Local Government Ombudsman	Cabinet 7 Dec 2021
Housing Revenue Account 2022/23	Cabinet 7 Dec 2021
Mid-Year Prudential Indicators and Treasury Management 2020/21	Council 27 Jan 2022 Cabinet 7 Dec 2021
Medium Term Financial Plan 2022/23 to 2025/26	Cabinet 7 Dec 2021
Rail Heritage Quarter Update	Cabinet 7 Dec 2021
Schedule of Transactions - December	Cabinet 7 Dec 2021
Customer Services and Digital Strategy 2021/24	Cabinet 11 Jan 2022
Maintained Schools Capital Programme - Summer 2022	Cabinet 11 Jan 2022
Tees Valley Energy Recovery Facility	Cabinet 11 Jan 2022
Annual Audit Letter 2020/21	Cabinet 8 Feb 2022

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Calendar of Council and Committee Meetings 2022/23	Cabinet 8 Feb 2022
Housing Revenue Account 2022/23	Council 17 Feb 2022 Cabinet 8 Feb 2022
Medium Term Financial Plan 2022/23 to 2025/26	Council 17 Feb 2022 Cabinet 8 Feb 2022
Project Position Statement and Capital Programme Monitoring - Quarter 3	Cabinet 8 Feb 2022
Prudential Indicators and Treasury Management Strategy	Council 17 Feb 2022 Cabinet 8 Feb 2022
Revenue Budget Monitoring - Quarter 3	Cabinet 8 Feb 2022
Local Transport Plan	Cabinet 8 Mar 2022
Regulatory Investigatory Powers Act (RIPA)	Cabinet 8 Mar 2022
Restoration of Locomotion No 1 Replica	Cabinet 8 Mar 2022