

## DRAFT ASSESSMENT PROCESS FOR REVIEW AND DEVELOPMENT

### STAGE 1 – Complaint received.

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

<b>VERGE DAMAGE ASSESSMENT FORM</b>	
<b>Your Contact Details</b>	
Your Name	
Your Address	
Telephone	
Email	
<b>Where is the Problem Location</b>	
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"/>
School Drop off & Collection times <input type="checkbox"/>	Weekends <input type="checkbox"/>
Other times. <input type="checkbox"/>	Please provide times: _____
Please provide details and 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	

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:			

**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.

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.

