

Neighbourhood Services – activities – officer responsible – contact number – contact e-mail

Activities	Outline of activity	Responsible officer	Contact details
Parking Services			
Off-street car parking enforcement	Manage car parking in off-street paid for car parks operated by WDC including the day to day operation of P&D machines. Determine changes to off-street charges in consultation with partners. Other car parks exist which are not managed by parking services. This includes car parks managed by Housing and Culture.	Gary Charlton	parking@warwickdc.gov.uk 01926 456315
Resident Parking Permits	The issue of and renewal of RPP, season tickets.	Sarah James	parking@warwickdc.gov.uk 01926 456208
PCN Appeals	Appeals team considers mitigation made by motorists in relation to PCN appeals. Note – we only consider appeals made by the driver, not someone on behalf. The process relating to the way WDC handles appeals is followed all the way through to adjudication.	Sarah James	parking@warwickdc.gov.uk 01926 456208
On-street parking enforcement	Manage the on-street parking regulations that are in place on behalf of WCC as part of a partnership agreement.	Gary Charlton	parking@warwickdc.gov.uk 01926 456315

Contract Services			
Refuse and Recycling	Management of the alternate week collection (AWC) of waste and recycling from domestic properties. Contact re missed collection, replacement bins.	Area Officers	contract.services@warwickdc.gov.uk 01926 412464
Street cleaning	Management of street cleaning of public spaces across the district including the removal of graffiti, fly posting and fly-tipping.	Area officers	contract.services@warwickdc.gov.uk 01926 412464
Highway grass cutting	Management of the highway verges in the urban areas across the district + some parish areas. Basic grounds maintenance including overhanging shrubs and bushes also covered. Most rural areas covered by WCC.	Area officers	contract.services@warwickdc.gov.uk 01926 412464
Tree maintenance in parks and open spaces	As part of the GM contract. Includes inspection on 3 / 4 year cycle of trees.	Tony Hemming	contract.services@warwickdc.gov.uk 01926 412464
Highway trees maintenance	Carried out on behalf of WCC as part of current GM contract in urban areas. WCC only fund priority work to highway trees. No funding for general pruning / pollarding is available from WCC. Rural areas tree maintenance via WCC.	Tony Hemming	contract.services@warwickdc.gov.uk 01926 412464

<p>Cleansing of public conveniences</p>	<p>Daily cleansing in public conveniences operated by WDC in town centres and cemeteries.</p> <p>Toilets linked to properties managed by Culture are cleansed by their own contractor.</p> <p>The maintenance of PC's is managed by Property Services.</p>	<p>Area Officers</p>	<p>contract.services@warwickdc.gov.uk</p> <p>01926 412464</p>
<p>Maintenance of play equipment</p>	<p>The weekly inspection regime of play grounds, includes the repair of broken / vandalised equipment.</p>	<p>Area officers</p>	<p>contract.services@warwickdc.gov.uk</p> <p>01926 412464</p>
<p>Development of parks and open spaces</p>	<p>On-going renewal of the infrastructure in parks and open spaces; includes paths, fences and plants, trees.</p> <p>Long term replacement of equipment e.g. plays equipment, including skate parks BMX and paddling pools.</p> <p>Development of action plans for parks open spaces.</p> <p>Management of the grounds maintenance in major WDC parks. Includes floral planting, the development of biodiversity and sustainable planting in WDC parks and open spaces.</p> <p>Management of sports pitches and bowling greens.</p>	<p>David Anderson</p> <p>Jon Holmes</p> <p>Simon Richardson</p>	<p>contract.services@warwickdc.gov.uk</p> <p>01926 412464</p>

Elements NOT included in N/S activities			
Tree preservation orders	Queries about existing TPO's, new TPO's or work to trees where TPO is in place.	Development Services	planningenquiries@warwickdc.gov.uk
On-street parking regulations	The control of on-street parking regulations including on-street charges. Requests for changes to parking regulations need to be discussed with WCC.	Warwickshire County Council	rogerbennett@warwickshire.gov.uk
The management of leases relating to the use of WDC owned buildings in our parks and open spaces	e.g cafes, restaurant s, bowls pavilions etc	Culture	Rose.winship@warwickdc.gov.uk