

Action Log

Project Name: Public Space Improvement Project



Action	Date raised	Date of update	Description	Action Owner	Progress	Movement	Notes
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1	27.06.19	07.08.19	Review and enhance where required vehicular, cycling and pedestrian signage around St James Street, Middle Street and Canon Street, temporarily and/or permanently.	PSIP Project Team	Signage for ring of bells junction ordered Proof for directional sign for car park received and approved Recommendations sought from WSP (consultants on highways works) on options for further cycle / pedestrian warning signage	In progress	Update.07.08.19 Following confirmation of go-ahead with Coal Orchard project, the signage is being reviewed to incorporate the additional changes that the scheme will entail. To be sent out in draft form by w/e 2nd Aug
2	27.06.19	30.07.19	Engage with Somerset Waste Partnership to visit St James Street and provide recommendations for seagull proof containers to prevent damage to refuse left out by private residential occupiers (visit to take place this week).	Natalie Green	Seagull proof bags deployed to as many residents as possible/able on Friday 12th July. More available from Deane House Reception. 3 bags deployed Monday 15th July	In progress (monitoring)	Update 30.07.19 Significant improvements have been demonstrated since the deployment of the seagull proof bags and CCTV (including signage) has been deployed with effect from Friday 26th July.
3	27.06.19	07.08.19	Engage with ID Verde to ensure they attend St James Street on Monday mornings to clear up any residual waste from refuse collections (effective from Monday 8th July)	Natalie Green	ID Verde attended St James Street Mon 8th and Mon 15th July (ongoing)	In progress (monitoring)	going forward IdVerde to check the area regularly and Mondays particularly.
4	27.06.19	30.07.19	Engage with SCC regarding signalling timings in town and will feedback how the signals are being managed and any changes made to the system since the closure	PSIP Project team	See statement in notes.	Closed	The traffic signals in Taunton are always actively managed by from the Traffic Control room in county hall. The traffic signal junctions affected by the St James closure are <ul style="list-style-type: none">• Bridge Street/Wood Street• Station Road/Staplegrave Road/Bridge Street• Station Road/Priory Bridge Road• Priory Bridge/Dellers Wharf (Morrisons Access)• East Street/ East Reach / Silver Street All these junctions would ordinarily run on an Urban Traffic control system called Scoot that balances the congestion/flows at peak times over a whole region of multiple junctions (e.g. East Reach or Wellington Road) The decision was made to run all the above on an alternative system called MOVA, this system allows the immediate control/calculations to take place in situ at the individual junctions. The benefits of this are that reaction times to an increased or decreased flow on an individual arm are greatly improved on a site by site basis.
3	27.06.19	07.08.19	We will deploy Localities staff on the ground to conduct surveys with customers/users of the Coal Orchard car park, St James Street, Middle Street and North Street to capture feedback on the changes made, and any improvements suggested.	Localities/PSIP team	surveys completed on 07.08.19 will be reviewed and presented to stakeholders at next meeting.	completed	
4	27.06.19	07.08.19	We will engage with our Marketing and Communications team to produce and implement promotional signage (board, maps, pennants, links to website maps, etc) in and around the area to bring more focus to the street. Jayne o'Brien to meet Robert Hillier	Marketing and Comms	Awaiting update from Marketing and Comms team on promotional activity. Meeting between Jayne / Robert postponed	In progress	Update 07.08.19 Draft shop directory boards format to be forwarded this week. Pennant designs have been signed off and are currently with CG to produce. Anticipated delivery W/C 12 August. Awaiting on City Scape Maps to produce high quality map for hoardings providing promotional signage. Drafts have been mocked up and being tweaked. Expect sign off W/C 12.
5	27.06.19	07.08.19	Social media push for the St James Street area	Marketing and Comms	St James Street featured on SWT social media highlighting range and diversity of local and independent shops and traders	In progress	On-going social media support including, sharing re-tweeting across our Visit Taunton and SWT Council.
6	27.06.19	07.08.19	Localities staff to meet with St James Street traders to develop promotional and marketing opportunities.	Localities	To be arranged after surveys are complete	In progress	update 07.08.19 all surveys complete localities to follow up as soon as possible.
7	27.06.19	07.08.19	Vehicles driving against the one way system or through the pedestrianised area to be reported to Avon and Somerset Police Community Speedwatch	PSIP Project Team	Registrations to be provided via ASP contact to Community Speedwatch, this will enable a letter to be sent to any vehicles who are seen to be committing offences	In progress	Link to A&SP website to report incidents: www.avonandsomerset.police.uk/accidents/#/ pcso Freeman has contacted one of the offenders and issued a warning. This enforcement will continue provided communication between stakeholders psip team and police is upheld.
8	27.06.19	30.07.19	Cost and purchase / loan an additional footfall counter to be directed at St James Street. (PSIP Project team)	PSIP Project Team	Purchase order raised for new counter, subject to necessary permission from Neals Yard landlord to mount on their building	In progress	Update 07.08.19 Supplier has yet to confirm permission from Neals Yard.
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