

Notice of Overview and Scrutiny Board

Date: Monday, 24 August 2020 at 6.00 pm

Venue: Via Skype



Membership:

Chairman:

Cllr P Broadhead

Vice Chairman:

Cllr M Haines

Cllr M Anderson

Cllr S Bartlett

Cllr M F Brooke

Cllr M Earl

Cllr G Farquhar

Cllr L Fear

Cllr M Greene

Cllr N Greene

Cllr M Iyengar

Cllr D Mellor

Cllr P Miles

Cllr C Rigby

Cllr T Trent

All Members of the Overview and Scrutiny Board are summoned to attend this meeting to consider the items of business set out on the agenda below.

The press and public are welcome to view the live stream of this meeting at the following link:

<https://democracy.bcpCouncil.gov.uk/ieListDocuments.aspx?MId=4299>

If you would like any further information on the items to be considered at the meeting please contact: Claire Johnston email claire.johnston@bcpcouncil.gov.uk

Press enquiries should be directed to the Press Office: Tel: 01202 454668 or email press.office@bcpcouncil.gov.uk

This notice and all the papers mentioned within it are available at democracy.bcpCouncil.gov.uk

GRAHAM FARRANT
CHIEF EXECUTIVE

14 August 2020



Available online and
on the Mod.gov app



Maintaining and promoting high standards of conduct

Declaring interests at meetings

Familiarise yourself with the Councillor Code of Conduct which can be found in Part 6 of the Council's Constitution.

Before the meeting, read the agenda and reports to see if the matters to be discussed at the meeting concern your interests

Do any matters being discussed at the meeting relate to your registered interests?

Disclosable Pecuniary Interest

Yes

Declare the nature of the interest

Do NOT participate in the item at the meeting. Do NOT speak or vote on the item EXCEPT where you hold a dispensation

You are advised to leave the room during the debate

Local Interest

Yes

Declare the nature of the interest

Applying the bias and pre-determination tests means you may need to refrain from speaking and voting

You may also need to leave the meeting. Please seek advice from the Monitoring Officer

No

Do you have a personal interest in the matter?

Yes

Consider the bias and pre-determination tests

You may need to refrain from speaking & voting

You may also need to leave the meeting. Please seek advice

No

You can take part in the meeting speak and vote

What are the principles of bias and pre-determination and how do they affect my participation in the meeting?

Bias and predetermination are common law concepts. If they affect you, your participation in the meeting may call into question the decision arrived at on the item.

Bias Test

In all the circumstances, would it lead a fair minded and informed observer to conclude that there was a real possibility or a real danger that the decision maker was biased?

Predetermination Test

At the time of making the decision, did the decision maker have a closed mind?

If a councillor appears to be biased or to have predetermined their decision, they must NOT participate in the meeting.

For more information or advice please contact the Monitoring Officer
(anne.brown@bcpcouncil.gov.uk)

Selflessness

Councillors should act solely in terms of the public interest

Integrity

Councillors must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships

Objectivity

Councillors must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias

Accountability

Councillors are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this

Openness

Councillors should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing

Honesty & Integrity

Councillors should act with honesty and integrity and should not place themselves in situations where their honesty and integrity may be questioned

Leadership

Councillors should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs

AGENDA

Items to be considered while the meeting is open to the public

1. Apologies

To receive any apologies for absence from Members.

2. Substitute Members

To receive information on any changes in the membership of the Committee.

Note – When a member of a Committee is unable to attend a meeting of a Committee or Sub-Committee, the relevant Political Group Leader (or their nominated representative) may, by notice to the Monitoring Officer (or their nominated representative) prior to the meeting, appoint a substitute member from within the same Political Group. The contact details on the front of this agenda should be used for notifications.

3. Declarations of Interests

Councillors are requested to declare any interests on items included in this agenda. Please refer to the workflow on the preceding page for guidance.

Declarations received will be reported at the meeting.

4. Public Speaking

To receive any public questions, statements or petitions submitted in accordance with the Constitution. Further information on the requirements for submitting these is available to view at the following link:-

<https://democracy.bcpccouncil.gov.uk/documents/s2305/Public%20Items%20-%20Meeting%20Procedure%20Rules.pdf>

The deadline for the submission of public questions is Tuesday 18 August 2020

The deadline for the submission of a statement is 12.00 noon, Friday 21 August 2020.

The deadline for the submission of a petition is 12 noon, Friday 21 August 2020.

5. Community Safety Partnership Report

7 - 16

To consider and scrutinise the annual report of the Community Safety Partnership as part of the Board's statutory role to scrutinise decisions made, or other action taken, in connection with the discharge by the responsible authorities of their crime and disorder functions, in accordance with the The Crime and Disorder (Overview and Scrutiny) Regulations 2009.

6. Scrutiny of Transport and Infrastructure related Cabinet Reports

17 - 24

To consider the following transport and infrastructure related reports

scheduled for Cabinet consideration on 9 September 2020:

- DLEP – FWP Corridor Programme

The O&S Board is asked to scrutinise the reports and make recommendations to Cabinet as appropriate.

Cabinet member invited to attend for this item: Councillor Andy Hadley, Portfolio Holder for Transport and Infrastructure.

The Cabinet report is attached to the agenda for consideration by the Overview and Scrutiny Committee.

7. Scrutiny of Planning Related Cabinet Reports

25 - 106

To consider the following planning related reports scheduled for Cabinet consideration on 9 September 2020:

- Bournemouth Christchurch and Poole Parking Standards Supplementary Planning Document

The O&S Board is asked to scrutinise the reports and make recommendations to Cabinet as appropriate.

Cabinet member invited to attend for this item: Councillor Margaret Phipps, Portfolio Holder for Strategic Planning; Councillor Andy Hadley, Portfolio Holder for Transport and Infrastructure.

8. Scrutiny of Environment Related Cabinet Reports

107 - 130

To consider the following environment related reports scheduled for Cabinet consideration on 9 September 2020:

- Waste Services Policies

The O&S Board is asked to scrutinise the reports and make recommendations to Cabinet as appropriate.

Cabinet member invited to attend for this item: Councillor Felicity Rice, Portfolio Holder for Environment and Climate Change.

The Cabinet report is included with this agenda for consideration by the Overview and Scrutiny Board.

9. Scrutiny of Corporate Related Cabinet Reports

131 - 140

To consider the following corporate related reports scheduled for Cabinet consideration on 9 September 2020:

- Performance Management Framework

The O&S Board is asked to scrutinise the reports and make recommendations to Cabinet as appropriate.

Cabinet member invited to attend for this item: Councillor Vikki Slade, Leader of the Council.

The Cabinet report is included with this agenda for consideration by the Overview and Scrutiny Board.

10. Forward Plan

141 - 172

To consider and amend the Board's Forward Plan as appropriate and to consider the published Cabinet Forward Plan.

11. Future Meeting Dates 2020/21

To consider the following meeting dates for the 2020/21 municipal year:

- 21 September 2020
- 19 October 2020
- 16 November 2020
- 7 December 2020
- 4 January 2021
- 1 February 2021
- 1 March 2021
- 1 April 2021

All meetings will be held via video conferencing until further notice.

12. Exclusion of Press and Public

In relation to the items of business appearing below, the Committee is asked to consider the following resolution: -

'That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 in Part I of Schedule 12A of the Act and that the public interest in withholding the information outweighs such interest in disclosing the information.'

13. Feedback from the Working Group on BH Live / Leisure Services

Following the resolution by the Board at the last meeting to establish a working group to consider leisure services in Bournemouth, to consider feedback from the group on its progress to date.

14. Scrutiny of the Cabinet Report on the Disposal of Broadwaters, Wick Lane

173 - 180

To consider the Cabinet report on the Disposal of Broadwaters, Wick Lane which is scheduled for consideration by Cabinet on 9 September 2020.

The O&S Board are asked to scrutinise the report and make recommendations to Cabinet as appropriate.

The following Cabinet Portfolio Holder is invited to attend the Board for

consideration of this item: Councillor Vikki Slade, Leader of the Council

No other items of business can be considered unless the Chairman decides the matter is urgent for reasons that must be specified and recorded in the Minutes.

OVERVIEW AND SCRUTINY BOARD



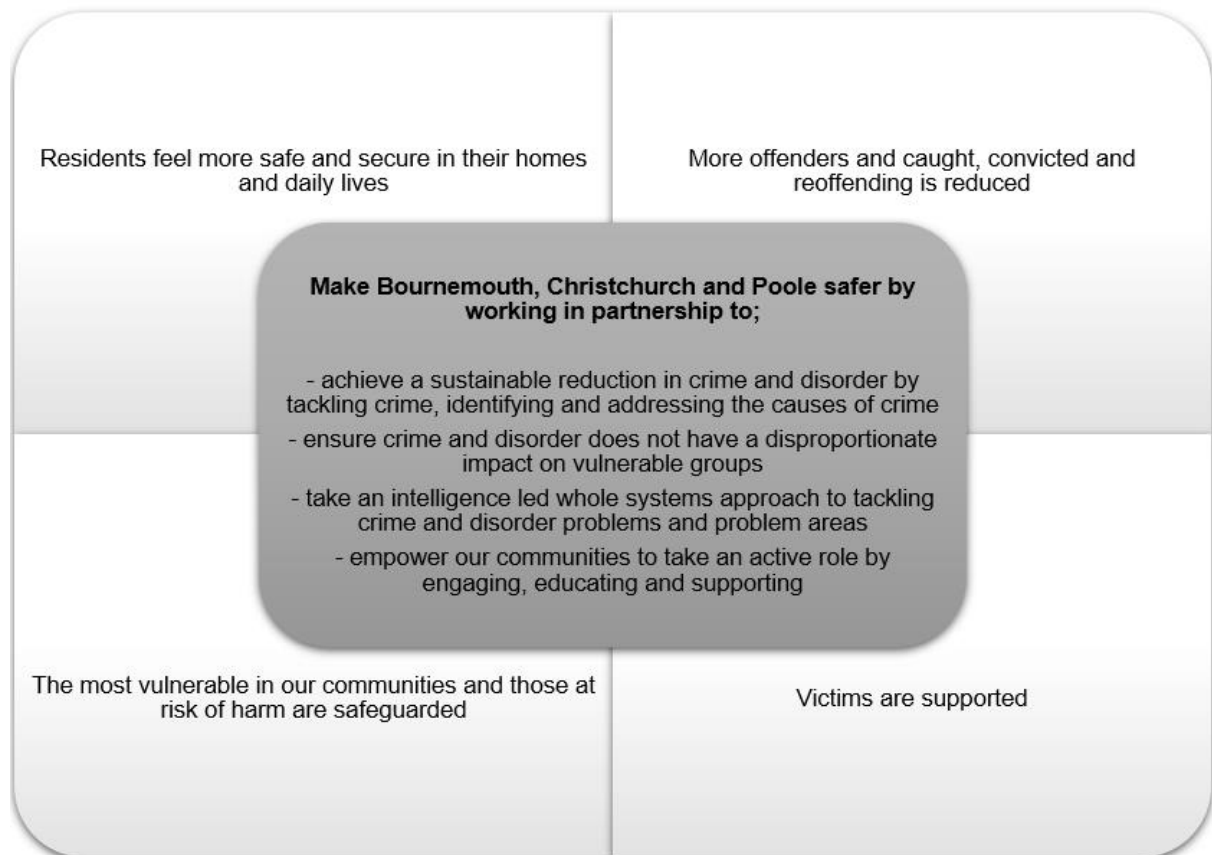
Report subject	Community Safety Partnership Report
Meeting date	24 August 2020
Status	Public Report
Executive summary	Community Safety Partnerships are statutory partnerships working together to tackle crime and disorder established by the Crime & Disorder Act 1998. The Police & Justice Act 2006 places a duty on local authorities to have a committee to “review & scrutinise, and make reports or recommendations, about the functioning of the Community Safety Partnership”.
Recommendations	It is RECOMMENDED that: The Overview & Scrutiny Board note the progress of the Community Safety Partnership in tackling crime and disorder and make any recommendations as to the future workings of the Partnership.
Reason for recommendations	To ensure that the Council fulfils its statutory duties in relation to the responsibilities of the Community Safety Partnership.
Portfolio Holder(s):	Councillor Lewis Allison, Portfolio Holder for Tourism, Leisure and Communities
Corporate Director	Kate Ryan, Corporate Director Environment & Community
Report Authors	Andrew Williams, Head of Safer Communities
Wards	Council-wide
Classification	For Information

Background

1. Community Safety Partnerships are statutory partnerships working together to tackle crime and disorder established by the Crime & Disorder Act 1998. The responsible authorities on the local partnership are BCP Council, Dorset Police, Dorset &

Wiltshire Fire & Rescue Service, Dorset Clinical Commissioning Group, the National Probation Service and Dorset, Devon & Cornwall Community Rehabilitation Company. The CSP Board also invites representatives from Public Health, the Youth Offending Service and the Safeguarding Boards.

2. The Police & Justice Act 2006 places a duty on local authorities to have a committee to “review & scrutinise, and make reports or recommendations, about the functioning of the Community Safety Partnership”.
3. The BCP Community Safety Partnership is working to the following vision and aims;



4. In order to set its priorities, the partnership completes an annual Strategic Assessment. This is a process that takes all that we know about crime and disorder and highlights the risks and impacts to our community. The Strategic Assessment for 2020/21 was presented to the CSP Board in January 2020 and the Board agreed the priorities of:

Serious Violence

- Domestic Abuse

- Sexual Violence
- Public Place and Alcohol Related Violence – with a focus on the night-time economy within Bournemouth's town centre

Threats to Adolescents and Children

- Knife Crime
- County Lines
- Sexual Exploitation

Anti-Social Behaviour

- Tackling Anti-Social Behaviour relating to abusive rough sleepers, street drinkers and aggressive begging
- Vulnerable and repeat victims
- Vulnerable young people

Hate Crime

- Tackling all aspects of hate crime

5. The CSP Board were due to meet on 18th March 2020 to agree the Delivery Plan for 2020/21, however with the announcement of social distancing measures and the subsequent lockdown this meeting was cancelled.
6. It soon became apparent that the response to the pandemic and the existing lockdown would fundamentally alter the issues around crime and disorder during this period, and in April 2020 interim CSP partnership arrangements were put in place in order to provide robust governance and a timely response to emerging issues. It was agreed that the CSP Board would meet fortnightly with statutory partners and that a weekly multi-agency Partnership Co-ordinating Group would meet to ensure operational arrangements to tackle emerging issues were in place.

Response to the Covid 19 Pandemic

7. The picture of crime and disorder across BCP dramatically changed as a result of the response to Covid 19, with some crime issues decreasing significantly as a result of lock down and forced closures of local businesses - in particular, the retail and hospitality sector and the night-time economy. However, conversely, there were new and emerging risks and issues presented by the pandemic. In March 2020 the National Police Chiefs Council issued guidance on changing threats that this pandemic might bring, which include increased domestic abuse and child exploitation. The increasing vulnerability of some within our communities is also a significant risk.

8. As a result the interim CSP structure focused on the following issues:

- Child Exploitation
- Domestic Abuse
- Anti-social behaviour

Child Exploitation

9. The CSP Board has taken the role of overseeing and providing governance to the programme of work to ensure a robust approach to tackling child exploitation. A Child Exploitation Strategy and Action Plan have been agreed and are monitored through the CSP Board. Activities have included:

- Development of new multi-agency partnership arrangements to ensure there is an operational and tactical response to disruption and intervention for individual children
- Children and young people services with support from partners have refocused Children's Services existing resources by developing a specific and targeted response to exploitation and created a Complex Safeguarding Team which went live on 1 May 2020
- Development and management of a Top Ten process which identifies, tracks and monitors intervention and planning for high risk children by Missing from Home Co-Ordinator and Service Managers
- Providing dedicated and trained staff to deliver Return Home Interviews for children who are missing, managed and tracked by the Missing from Home Coordinator
- Development of an 'Adolescent Hub' to provide co-ordinated, multiagency support for young people at risk of exploitation across the continuum of need (October 2020)

Domestic Abuse

10. At the beginning of lockdown there was considerable national publicity around significant increases in calls to national domestic abuse helplines and concerns around victims being locked-down with abusive partners. Whilst this was not reflected in local reports of domestic abuse in the early weeks of lockdown, there have been subsequent increases in reported domestic abuse crimes and incidents.

11. The Community Safety Partnership moved swiftly to adopt a multi-agency Response Plan to Domestic Abuse, which focused on 4 key elements:

- Housing and Accommodation – Providing safe and secure accommodation for those fleeing or requiring emergency accommodation
- Criminal Justice – Bringing offenders to justice and managing risk during court closures
- Safety Planning and Support – Ensuring additional safeguards for those most at risk during periods of isolation
- Identification and Early Help – Raising awareness and enabling the identification of hidden harm.

12. Actions taken during this period included:
- Development of a single BCP Domestic Abuse Helpline
 - Moving to a weekly meeting of the Multi-Agency Risk Assessment Conference, where high risk victims of domestic abuse are discussed, and actions put in place to reduce risk
 - Co-ordinating a multi-agency communications campaign aimed at victims of domestic abuse
 - Developed resources for Housing & NHS staff, as to what they should look out for and how they could make referrals for support
 - Continuing to offer “target-hardening” so that victims could remain within their own homes
13. The Domestic Abuse Strategy Group has also recently reconvened, focused on delivering a BCP Domestic Abuse Strategy, which sets out our aims to tackle domestic abuse and fulfils our expected duty under the Domestic Abuse Bill which is currently moving through Parliament. The strategy will focus on a whole family approach to domestic abuse, and we are working with the national domestic abuse charity Safe Lives to ensure a best practice approach to local services.

Domestic Homicide Reviews

14. The Community Safety Partnership also continues to deliver our statutory responsibility for commissioning and conducting domestic homicide reviews (DHR’s). One completed review was submitted to the Home Office for quality assurance in February 2020, with feedback anticipated in September. Another review is drawing to a conclusion and the final report should be ready for the Community Safety Partnership to consider in September. Tragically since April there have been 2 further deaths in the BCP area, where DHR’s are currently being scoped.

Anti-social Behaviour

15. From the beginning of lockdown there was a significant increase in demand around anti-social behaviour. Not only were Council and Police receiving standard complaints around issues such as drugs or neighbour disputes, but there was also an element of “lockdown management”. This included problems caused by individuals and groups refusing to follow “stay at home” or social distancing advice, reports of people using skateparks and other gatherings.
16. As the lockdown restrictions started to ease and the reopening of non-essential retail stores was announced for 15th June, the Community Safety Partnership co-ordinated a plan to tackle street ASB and begging, which it was envisaged would return as town centres became busier.

17. This tactical plan sets out the approach which is based around the following principles:
- ensuring the effective co-ordination of multi-agency resources
 - application of robust enforcement balanced with appropriate support
 - early intervention to address issues quickly – making every contact count
 - visible and reassuring presence for residents from Police, Community Safety Accredited Officers (CSAS) and SIA security patrols
 - communication and engagement across agencies to ensure intelligence is shared on individuals and an evidence-based approach informs action,
 - a communications plan to promote awareness and reporting amongst all partners and residents
18. Whilst apparent that there are some individuals who are causing anti-social behaviour in our town centres, including small numbers of people begging, the levels of begging and street ASB are considerably reduced from pre-lockdown.
19. A multi-agency Street ASB & Begging meeting, which includes the two town centre Business Improvement Districts, is in place to oversee this continuing work and reports into the Partnership Co-ordinating Group.
20. Similarly, the Partnership Co-ordinating Group developed a multi-agency plan following the announcement that parts of the hospitality industry, including pubs and bars, could reopen on 4th July. The aims of the plan were
- Upholding the Coronavirus regulations and guidance
 - Assisting businesses to reopen safely
 - The prevention and management of crime and disorder
21. Advice was given to licensed premises around reopening safely and in the main those premises which have reopened have followed the guidance around social distancing and keeping staff and customers safe.
22. Additional Police resources were deployed to hotspot locations and BCP Council deployed SIA security staff to Bournemouth Town Centre, Poole Quay and Ashley Cross Green.
23. The night-time economy has not yet returned to normal as nightclubs are not currently able to reopen, and the crime and disorder associated with the night-time economy has not returned to pre-covid levels.

Hot Spot Locations and Response

24. In January 2020 the monthly BCP Partnership Coordinating Group was launched. The Partnership and Coordinating Group (PCG) is a multi-agency tactical meeting, which is intelligence led and outcome orientated. The aim of the PCG is to identify

those issues relating to crime, disorder and antisocial behaviour causing the greatest risk, threat and harm in our communities. High priority geographical locations are identified and a problem-solving approach is taken in order to coordinate responses. The PCG is accountable to the CSP.

25. As noted above, since early April the PCG implemented a COVID response process, which has seen the PCG meeting weekly.
26. There are currently four priority areas, which were identified pre COVID. These areas have dedicated SARA groups working towards a defined SARA plan, which the PCG oversees and scrutinises.
27. SARA is a problem-solving model commonly used in community-oriented policing. The acronym stands for Scanning, Analysis, Response, and Assessment. It focuses on analysing the problem, the community's perception of the problem and individuals' relationship to the crime and the police. The SARA groups are multi-agency groups working collaboratively to tackle issues across the four localities.
28. The four SARA groups relate to the below areas:
 1. Poole Bus Station
 2. Bournemouth Gardens
 3. West Hill
 4. Somerford
29. Positive action taken across the SARA localities has included, although not exhaustive:
 - Temporary closure of the Poole Bus Station alleyways
 - Re-invigoration and expansion of the shop radio scheme
 - Expansion of the CSAS Officer scheme
 - Coordinated targeted youth services deployment
 - Coordinated response and information sharing with the Complex Safeguarding Team
 - Hotel Watch educational videos focusing on Child Exploitation, County Lines, Cyber Crime and Human Trafficking
 - Completion of Environmental Visual Audits
 - Co-ordination of work with Housing, Police & voluntary sector to manage and reduce the risks of housing previous rough sleepers in hotels
 - Joint communications
30. During the COVID period the weekly PCG has highlighted other areas of note, where the volume of incidents reported has increased. These areas include:
 - Ashley Cross
 - Sandbanks and Pier Approach
 - Heathland areas

31. Ashley Cross is an area with a high concentration of restaurants and licensed premises and features as one of the night-time economy hotspots. Since the easing of the COVID restrictions the area has seen an increase in footfall and an increase in groups gathering. The area is covered by additional security has been deployed during peak days and joint visits between Council and Police Licensing teams have been arranged.
32. Sandbanks and Pier Approach has been the subject of a number of complaints during the COVID period. These areas have attracted many visitors and complaints have related to a mixture of social distancing, parking issues, littering and anti-social behaviour. In the main these issues are managed by Seafront Services and additional security officers have been deployed along the seafront. Whilst the PCG has noted seafront anti-social behaviour, the response to these issues has been co-ordinated through a separate multi-agency partnership, overseen by the Tactical Co-ordinating Group.
33. The PCG has also had oversight of the work around BCP heathland areas is that are being monitored as a result of the summer period and hot weather due to the risk of heath fires. Messages have been publicly issued advising people not to use disposable BBQs or have fires.

Conclusion

34. The Community Safety Partnership has adapted to the challenges of the Covid 19 pandemic, shifting its focus, as the risks associated with crime and disorder have changed. It has involved partners in an agile environment, responding to the imposition and subsequent lifting of lockdown arrangements, often having to adapt to changing national regulations with very little notice.
35. As we enter a period of “reset”, the Community Safety Partnership is taking the opportunity to consult partners on future working arrangements, ensuring that we are able to meet our statutory requirements and fulfil our obligations to tackle crime and disorder. It has recently been agreed that from September the Partnership will meet monthly, with the wider set of partners, including the Youth Offending Service, voluntary sector representation and Safeguarding Boards, who are not statutory partners.
36. In line with the BCP Council Corporate Plan, the CSP will be working to develop with a Crime and Disorder Reduction Strategy and Action Plan to address the agreed priorities of the Community Safety Partnership, including the fear of crime in targeted communities, by March 2021.

Summary of legal implications

37. Through the work of the Overview & Scrutiny Board, the Council needs to be confident that it is fulfilling its’ obligation, under the Crime & Disorder Act 1998 and

subsequent legislation, to work together to develop and implement strategies to tackle crime, disorder and reoffending.

Summary of public health implications

38. The Community Safety Partnership recently considered a report from Public Health Dorset on the changing nature of illicit substance use. The report concluded that COVID-19 has increased the risks associated with illicit substance use for three core reasons:

- the substances themselves are more unpredictable as a result of disruption to the illegal drugs market;
- people using substances may be doing so with a different, more risky mindset than in a normal summer;
- people are likely to be using substances in more risky unregulated settings, with more hazards, rather than at a nightclub or festival, and with less support (e.g. first aid teams) easily available.

39. It was agreed that CSP partners would:

- Ensure there is a cascade process for drug alerts which reaches the most relevant contacts
- Recirculate harm reduction information to all partner agencies as required
- Agree a phased communications plan for directly contacting young people through social media

Summary of risk assessment

40. There is a risk to the Council that if statutory Overview & Scrutiny functions are not undertaken and that the Council could face criticism and reputational damage should something go seriously wrong within the Community Safety Partnership arena. By ensuring there is at least an annual view of the CSP arrangements, and that Members are fully briefed on their role, this risk will be mitigated.

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CABINET



Report subject	Dorset Local Enterprise Partnership - Ferndown, Wallisdown & Poole Corridors Programme (DLEP - FWP)
Meeting date	9 September 2020
Status	Public Report
Executive summary	This Cabinet Report has been developed to: i) Note the allocation of £1,552,500 of Dorset Local Enterprise Partnership (DLEP) funding to two schemes within the Bournemouth International Growth (BIG) Programme: - £1,050,000 to Ferndown, Wallisdown & Poole Corridors Programme and - £502,500 to Blackwater West Junction (to be used to recredit local contributions already committed), and seek approval to add these into the 2020/21 LTP Capital Programme ii) Note the commitment for BCP Council to deliver complimentary schemes as part of this programme. iii) Seek approval to progress with detailed design and stakeholder engagement for the Wallisdown Road element of the programme.
Recommendations	It is RECOMMENDED that Cabinet: 1. Note the Dorset Local Enterprise Partnership (DLEP) Funding allocation of £1,552,500 and provide approval to add to the 2020/21 LTP Capital Programme. 2. Consider and approve the progression of detailed design and stakeholder engagement for the FWP Corridor Programme - Wallisdown Road scheme in line with the key project aims identified and General Arrangement drawing included in Appendix A.
Reason for recommendations	1. To add the funding allocation to the 2020/21 LTP Capital Programme and enable its full utilisation within the DLEP Growth Deal funding period (before 31 March 2021)

	2. Addition of £502,500 to the Blackwater West Junction scheme as a result of reallocating DLEP funding across BIG Programme schemes enables the recrediting of already committed local funding contributions, which will result in greater flexibility of spend (local contributions to the BIG programme can be spent beyond the DLEP funding deadline of 31 March 2021). 3. To enable the development and progression of the FWP: Wallisdown Road based scheme within the required timescales.
Portfolio Holder(s):	Councillor Andy Hadley, Portfolio Holder Transport & Infrastructure
Corporate Director	Bill Cotton, Corporate Director Regeneration
Report Authors	Tim Forrester, DLEP & LTP Capital Programme Manager, G&I
Wards	Alderney & Bourne Valley; Kinson; Wallisdown & Winton West;
Classification	For Decision

Background

1. The FWP (Ferndown, Wallisdown & Poole) Corridors programme comprises two strategically important traffic routes which pass through BCP Council and Dorset Council's administrative areas - the A348 Ringwood Road and the A3049 Wallisdown Road.
2. The DLEP was awarded Growth Deal funding of £98.5 million by Government. Much of this funding has been focused by the DLEP to projects within the BIG Programme.
3. Priority 9 of the BIG Programme is the A348 corridor. Following discussions with the former Poole & Bournemouth Borough Councils and Dorset County Council, the DLEP provisionally allocated funding for improvements along the A348 Ringwood Road corridor.
4. The scope of the provisional funding allocation was subsequently revised so that a whole corridor approach, which included the A3049 Wallisdown Road, was followed as opposed to specific improvements targeted at individual junctions on the A348 Ringwood Road. This change of approach was jointly agreed by BCP Council, Dorset Council and the DLEP. The funding allocation was also scaled back following agreement on utilising this Growth Deal Funding to support other DLEP schemes.
5. The main problems which have led to this programme of work being developed relate to:
 - Productivity & Planned Local Growth
 - Local Travel Behaviour
 - Highway Network and Resilience
 - Estimated Economic Cost of Congestion in BCP/Dorset

- Cycle Network (missing links)
6. The overarching aims of the FWP Corridors programme, agreed between the council partners (the former BBC, BoP and DCC) and the DLEP are to:
 - a. deliver improvements to bus service levels, journey times and reliability.
 - b. increase the modal share of cycling for travel to work or education journeys on the A348/A3049 corridor.
 - c. increase the proportion of walking journeys made for short trips or multi modal journeys on or around the A348/A3049 corridor.
 - d. deliver accessibility, place and safety improvements to Wallisdown local centre that prioritises people over vehicles; and,
 - e. ensure the effectiveness of the A348/A3049 as a strategic route that delivers safe and improved traffic movement and acts as a key enabler of growth.
 7. A full business case (FBC) for the FWP Corridors programme was developed by BCP Council (as the lead for the FWP Corridors Programme) following an optioneering exercise undertaken by external consultants; modelling of options by Dorset Council to understand their impact on the wider highway network; and, a robust prioritisation exercise to determine priority interventions.
 8. The FBC (approved by DLEP in June 2020) put forward the following three prioritised highway improvement interventions;
 - 1) Cycle/pedestrian improvements along the A3049 Wallisdown Road (between Mountbatten Roundabout and Bryant Rd) – *Wallisdown West*
 - 2) Junction improvements at Ringwood Road / B3061 Sea View Road
 - 3) Cycle/pedestrian improvements along the A348 Ringwood Road (section between Mountbatten Roundabout and Alderney Roundabout)
 9. Since the original FWP Corridor programme was developed the landscape has changed significantly, notably through the award of £79m to the South East Dorset City Region via the Transforming Cities Fund (TCF). The A348 Ringwood Rd corridor is identified as the priority sustainability corridor (S5) within the TCF bid. This aligns directly with the FWP corridor area and therefore means that BCP Council will subsume elements 2 and 3 above into the TCF Programme and deliver them utilising funds from the TCF allocation, Local Transport Programme, or other BCP Council funding streams instead of DLEP Growth Deal funding. While element 1 will be funded primarily by DLEP Growth Deal funding.
 10. Given the TCF funding award and the integration and funding of interventions 2 & 3 into that programme of work, a request was made to DLEP (subsequently approved in June 2020) to reallocate £502,500 of the total funding allocation to FWP Corridor Programme to Blackwater Junction to allow recrediting of already committed local contributions.
 11. Our framework contractor (WSP) have so far been commissioned to engage with stakeholders, develop options and produce general arrangement drawings for intervention 1: Wallisdown Road (see Appendix A). The next steps, subject to

acceptance of the recommendations in this report, are to progress at pace with detailed design, procurement and scheme delivery/construction.

12. Delivery of intervention 1 compliments the other ongoing/scheduled works along the Wallisdown Road (A3049) Corridor and will make a significant contribution to link works ongoing at the eastern/central sections of the corridor (Boundary Roundabout, Wallisdown Crossroads) along to Mountbatten Roundabout where it will connect with TCF Sustainable Corridor S5 (A348 Ringwood Rd).

Options Appraisal

13. i) Approve the recommendations set out in this report to enable progression of the scheme.
ii) Reject the recommendations of this report, return funding back to the DLEP and put element 1 on hold.

Summary of financial implications

14. Total approved DLEP funding allocation of £1,552,500 towards BIG Programme delivery. This contribution needs to be fully spent by 31 March 2021.

- £502,500 allocated to Blackwater Jct from FWP Corridor Programme
- £1,050,000 remaining funding allocation for FWP Corridor Programme

15. The total DLEP funding allocation for the FWP (A348/A3049) Corridor project is £1,050,000. This contribution needs to be fully utilised by 31 March 2021 to help deliver the stated priority intervention:

1. Cycle/pedestrian improvements along the A3049 Wallisdown Road,

Any further funding requirements to complete this element will be met by BCP Council (estimated costs to be clarified once detailed design and procurement exercise has been completed Sept/Oct 2020) If required, this would be met by allocation of future funding from the Local Transport Plan.

16. As part of the commitment to this corridor programme BCP Council has agreed to fund and deliver the remaining two prioritised interventions:

2. Ringwood Road / B3061 Sea View Road

3. Cycle/pedestrian improvements along the A348 Ringwood Road

These two projects will be funded and delivered as part of the TCF Programme for Sustainability Corridor S5 by 31 March 2023, (with estimated costs to be confirmed once detailed design and procurement exercise has been completed).

17. Within 'Remedies and Termination' Section 17.2 (Pg 20) of the DLEP Grant Agreement there are several clauses that have both financial and legal implications (list below covers those of particular note):

- *DORSET LEP may, in its sole discretion, acting reasonably, terminate this Agreement and stop payment of the Funding or reclaim payments already made if:*
 - *DORSET LEP reasonably considers that the Applicant has not made satisfactory progress with the Project or is carrying it out in a negligent manner or has failed to complete the Project in the Funding Period*
 - *The Applicant fails to complete the Project for any reason*

- *At the discretion of DORSET LEP any part of the Funding shall be repaid which has either been misused in breach of this Agreement, or if the Applicant fails to provide adequate evidence of the application of the Funding in compliance with the terms set out in this Agreement.*
- *DORSET LEP may terminate this Agreement with immediate effect by serving a written notice on the Applicant if they have failed to remedy any breach of this Agreement within 30 days of being served with a notice pointing out the breach and requiring its rectification.*

Summary of legal implications

18. BCP Council have signed Grant Agreements with the DLEP to secure and utilise £1.55M Growth Deal funding by 31 March 2021, with a commitment to deliver:
 - a. Blackwater West Junction improvements (completed May 2020)
 - b. the three prioritised FWP Corridors programme interventions identified, within the agreed timescales.
19. Please also note legal implications of standard DLEP Grant Agreement clauses highlighted in 15 above.

Summary of human resources implications

20. The project is being led by BCP Councils' Sustainable Design Manager (G&I) with scheme development being provided via a commission of the BCP Council framework contractor - WSP.

Summary of sustainability impact

21. i) All three interventions listed aim to promote sustainable travel and/or minimise congestion and thereby would contribute positively to the environment and compliment the aims of the 'Climate and Ecological Emergency Action Plan'.
- ii) The environmental impact of constructing the individual schemes varies dependent on the scale and environment within which the schemes are to be delivered. Schemes will be designed and delivered to minimise the impact on the environment both during and post construction.

Summary of public health implications

22. All three interventions to be delivered aim to promote sustainable/active travel and/or minimise congestion and as such aim to deliver improvements to air quality and increase levels of activity

Summary of equality implications

23. Equality Impact Assessment (EQIA) screening will take place with full EQIAs for the individual schemes completed should a need be identified during screening.

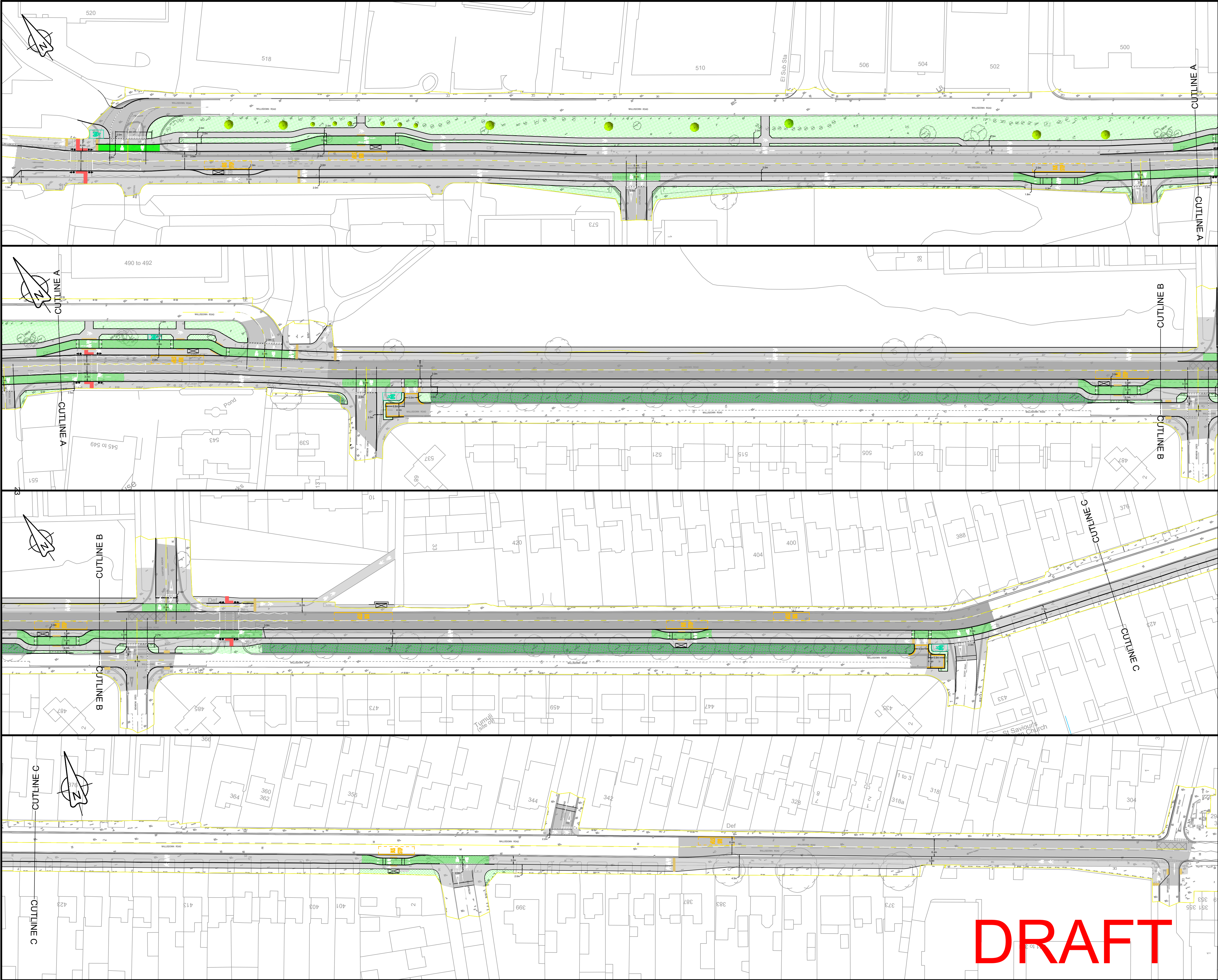
Summary of risk assessment

24. i) Separate risk assessments and risk registers will be produced for elements 1 and 2/3 (combined as part of TCF corridor S5).

- ii) Risks associated to timescale restrictions for utilisation of the DLEP Growth Deal funding by 31 March 2021 with specific regard to - completion of detailed design, procurement, mobilisation and commencement of construction.
- iii) Ongoing impacts of Covid-19 on resource availability to develop and deliver the programme of activity.

Appendices

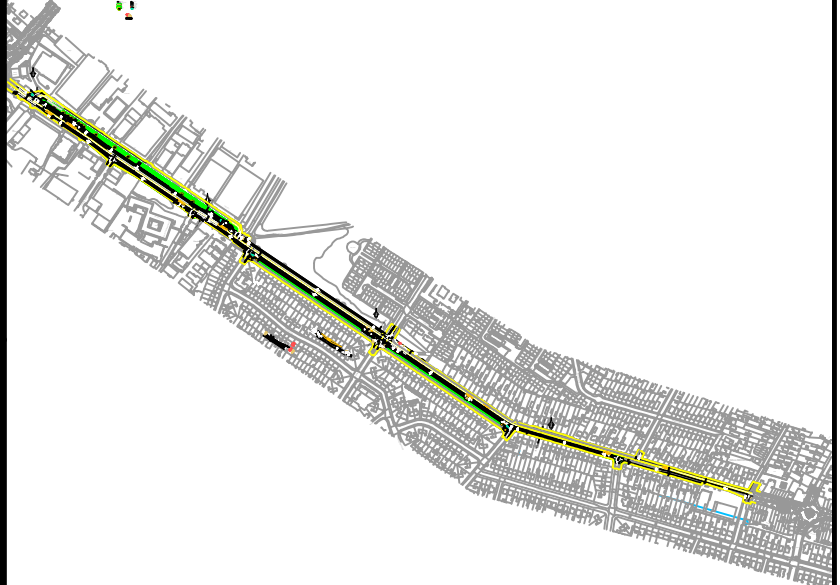
1. Appendix A – General Arrangement drawings for ‘Cycle/pedestrian improvements along the A3049 Wallisdown Road (between Mountbatten Rbt and Bryant Rd)’



Key

- New Footway
- Carriageway to be re-profiled and re-surfaced
- HFS Green
- HFS Buff
- Grass verge
- Existing Hedge
- Proposed Tree
- Edging kerb
- Bristol cycle kerb
- Bristol cycle kerb
- Existing kerb
- Tactile Paving
- Traffic Signals
- Beryl Bikes

DO NOT SCALE



P01	05/06/2020	TCT	FIRST ISSUE		
REV	DATE	BY	DESCRIPTION	CHK	APP
DRAWING STATUS: S2 - FOR INFORMATION					

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CLIENT:

BCP
Council

SITE/PROJECT:

FWP, WALLISDOWN ROAD
WALKING & CYCLING IMPROVEMENTS

TITLE:

Preliminary Design
Overview

SCALE @ A1: 1:625	CHECKED: -	APPROVED: -
PROJECT NO: 70068151	DESIGNED: TCT	DRAWN: TCT
DRAWING NO: 70068151-100-001	DATE: March 2020	REV: P01
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CABINET



Report subject	Bournemouth Christchurch Poole Parking Standards Supplementary Planning Document
Meeting date	9 September 2020
Status	Public Report
Executive summary	The draft Parking Standards Supplementary Planning Document (SPD) sets out a consolidated approach across BCP to supersede earlier legacy council Parking SPDs and establish new local parking standards for residential and non-residential development schemes. On adoption the SPD will be a material consideration which will apply when determining future planning applications. Cabinet is requested to endorse the current draft Parking Standards SPD and agree its release for a four-week consultation commencing 14 September 2020.
Recommendations	It is RECOMMENDED that Cabinet: (a) Approve the draft Parking Standards Supplementary Planning Document (SPD) for a four-week public consultation period from 14 September 2020. (b) Note the urgency to implement appropriate on-street parking controls to support the reduced car parking levels set out in the SPD. (c) Agree that any necessary minor amendments, including spelling or other changes where they do not alter the intent of the draft SPD are delegated to the Director for Growth & Infrastructure in liaison with the Portfolio Holder for Strategic Planning. (d) Note that post-consultation, a final SPD shall return to Cabinet on 16 December 2020, and subject to Member agreement for formal adoption by Council on 5 January 2021.
Reason for recommendations	To ensure the Council has a single, up-to-date and consistent framework for parking standards for new developments across the BCP area. Having an updated set of parking standards will ensure that the Council's approach to parking requirements assists with the delivery of viable development aligns with BCP Corporate Strategy objectives of contributing to carbon reduction and promotes modal shift to more sustainable travel to recognise the council's commitment to respond to the climate and ecological emergency.

Portfolio Holder(s):	Margaret Phipps, Portfolio Holder for Strategic Planning Andy Hadley, Portfolio Holder for Transport
Corporate Director	Bill Cotton, Corporate Director for Regeneration and Economy
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Wards	Council-wide
Classification	For decision

Background

1. In October 2019 BCP Cabinet approved a Strategic Car Parking Review (SCPR). The SCPR once completed, will form a new single strategy for the provision (availability), operation, pricing and enforcement for parking across the highway network including car parks. Also, any operational issues and level of charges in car parks is expected to be addressed via the SCPR. It is envisaged this strategy, if approved, would be closely linked to the draft BCP Council Parking Standards Supplementary Planning Document and support the emerging Local Plan to deliver the sustainable growth and provide viable, vibrant and sustainable communities well into the future.
2. The current BCP Council parking policy is set out in three legacy supplementary planning documents; Bournemouth has the Parking SPD (adopted 2014), Christchurch's approach is still contained within the former Dorset County Council parking standards guidance, and Poole operates the Parking and Highway Layout SPD (adopted 2011).
3. All three sets of standards were based on evidence of car ownership from the 2001 Census (and validated against 2011 census data). They are broadly consistent in their approaches establishing principles of having standards set lowest in town centres and gradually increasing outwards to reflect parking demands and generally less opportunities to travel on more sustainable travel modes.
4. The parking standards have been successful to date in terms of managing development within existing local plans and being reflective of recent parking demands and are (to date) regularly upheld at planning appeals when challenged.
5. Since the standards were adopted, BCP Council has now replaced the three legacy authorities and there is a need for harmonisation of the preceding authorities' planning documents. Further, there have been material changes in circumstances that require the

standards to be reviewed to ensure they are up-to-date and consistent with the Council's Corporate Strategy and other social, environmental and economic aims. These changes are summarised as follows:

- In April 2020, the councils previously serving Bournemouth, Christchurch and Poole were replaced by one new council, responsible for all local government services for the area. The creation of a single planning authority has necessitated the harmonisation of the preceding authorities parking standards for new developments.
- In July 2019, the Council declared its commitment to addressing a Climate and Ecological emergency. This was a fundamental shift in corporate direction to reflect the wider global movement towards taking quicker and more direct action to reduce carbon emissions, including the aim of making BCP Council carbon neutral by 2030 and the Bournemouth, Christchurch and Poole region carbon neutral ahead of the 2050 national target.

A key part of the response to this declaration will be to encourage reduced car travel journeys and promote more sustainable forms of travel (which is also supported by the Government's recent publication "Decarbonising Transport"). Limiting the amount of parking spaces in development in key areas will contribute to helping reduce car ownership and reduce journeys by car.

- Development viability – BCP Council has significant housing and other development pressures to meet the long-term needs of the area. BCP has a tightly compact urban area, meaning that it can be difficult to achieve a deliverable development that meets good design and amenity principles, provides affordable housing and other Local Plan policy criteria (where relevant) as well as providing the level of car parking provision set out in current legacy authorities' SPD requirements.

The development costs of providing parking can be substantial, particularly when having to provide basement arrangements that are often needed for flat developments in the urban area. Equally, it should be recognised that provision of parking spaces is a pre-requisite for some buyers and therefore whilst there might be scope to reduce the current standards in response to environmental factors the right balance between promoting modal shift and deliverability will need to be reached;

- Congestion – In addition to the effect car use has on air quality and its contribution to climate change impacts, BCP is experiencing worsening congestion across its road networks, particularly those that also are shared with the area's high frequency bus routes. The cost to the local economy of congestion is significant and therefore it is strategically important in terms economic growth for it to be addressed. Taking a progressive approach to reducing parking standards will help to achieve modal shift to other forms of travel and will therefore help reduce congestion and improve health and wellbeing.
- In July 2020, changes to government regulations regarding the Use Classes Order (1987 as amended) were made came into force on 1 September 2020. These changes intend to amend and simplify the system of use classes in England by introducing a new broad class to reflect changing retail and business models replacing a series of previous separate classes. Specifically, Shops (A1), financial/professional services (A2), cafés/restaurants (A3), indoor sports/fitness (D2

part), medical health facilities (D1 part), creche/nurseries (D1) and office/business uses (B1) are subsumed into a new single Use Class E.

A number of other changes have been introduced to restrict change of uses for other types of business or activities. There is added protection against the loss of learning, non-residential and community facilities, including museums public halls and local shops. These uses are now included in new Classes F1 and F2. Other potential bad neighbour town centre uses have been placed in the list of sui generis uses, with no permitted changes of use eg pubs/bars (A4), takeaways (A5), cinemas and live music venues. Updating parking requirements to reflect the amended use classes is an imperative.

6. The above are all compelling reasons to undertake a focused review of parking standards to assist with more sustainable transport solutions for the future. As a result, robust evidence has been gathered to provide clear justification for the proposed parking standards and guidance within the SPD. This has included national and local policy alignment, benchmarking with other cities, and best practice research.
7. When considering current best practice and reviewing reduced levels of car parking in other towns and cities, car parking restrictions such as Controlled Parking Zones (CPZs) or permit parking schemes would normally accompany reduced levels of on-site car parking (that is, parking levels below the current legacy benchmark figures), in order to prevent the potential for any overspill car parking demand being displaced on-street. Such displaced overspill car parking would generally have a detrimental impact on both highway safety and local amenity and would also represent poor design. With this in mind, it is recommended that appropriate parking restrictions which may include CPZs or permit parking schemes are implemented concurrently through the SCPR to support parking provision that this SPD proposes as the standards would be at a lower level than current legacy benchmark figures.
8. Traffic Regulation Orders (TROs) are the legal documents that restrict or prohibit the use of the highway network and provide the mechanism to enforce the appropriate parking restrictions. The supporting parking restrictions should be implemented prior to adoption of this proposed SPD to reduce potential negative impacts of reducing car parking requirements. Any appropriate parking restrictions which may include CPZs or permit parking schemes would need to be implemented under provisions of the Road Traffic Regulation Act and be subject to separate decision notices.
9. Supplementary Planning Documents support and provide detail to Local Plan policies. The SPD has been drafted to comply with the National Planning Policy Framework (NPPF) (2019) which states that the planning system should actively manage patterns of growth. Para 105 states that local parking standards to take into account a range of factors including the accessibility of the development; the type, mix and use of development; the availability of and opportunities for public transport; local car ownership levels; and the need to ensure adequate provision of spaces for charging plug-in vehicles and other ultra-low emission vehicles.
10. In advance of the BCP Local Plan, the draft Parking Standards SPD will support existing legacy authority Local Plan transport policies. The alternative option, to do nothing until the BCP Local Plan is adopted, would not be advisable as developers require clarity and

detail from the Local Planning Authority to assist in setting out parking standards for new development schemes.

11. Based on the evidence assembled, it is considered that the approach contained in the draft Parking Standards SPD Consultation Document at Appendix 1 is the most appropriate and aligns with current government policy and guidance, best practice and corporate commitments to reduce carbon emissions.

Consultation

12. To assist with preparing the draft SPD a task and finish sub-group of the SCPR was formed comprising the key Portfolio Holders for Transportation and for Strategic Planning together with other councillors including cross-party representatives. The task and finish group was supported by officers from Growth & Infrastructure (Planning and Transportation).
13. Public consultation on the document would take place following Cabinet approval to do so. The consultation process will be in accordance with the legacy authorities adopted Statements of Community Involvement, under the provisions of the Planning and Compulsory Purchase Act 2004, and the revised procedures required by the Town and Country Planning (Local Planning) (England) Regulations 2012. The Regulations require a minimum of 4 weeks consultation on a draft SPD with the document amended to address issues raised by representations, before it can be adopted by the local planning authority.
14. The draft SPD and relevant supporting papers will be published on the council's website as well as promoted through corporate social media. The council will email specific organisations and everyone who has registered an interest in being contacted about local planning consultations. Feedback and comments received will be taken into consideration in formulating the final version of the document prior to returning to Cabinet for approval for formal adoption.
15. In line with governance guidance in response to Covid-19 there will be minor changes to consultation arrangements. Therefore, hard copies of draft SPD and supporting documents will not be placed in libraries and in council offices for the public to view. We will ensure methods of consultation are undertaken safely in line with social distancing guidance, unless this changes in the next few months.

The programme

16. The programme to harmonise the three legacy authorities Parking SPDs was approved by the task and finish cross party working group on 29 May 2020, to aim for adoption by Council in early January 2021. This is an ambitious timetable and the production of the draft SPD has placed considerable pressure on officers. The programme was initially impacted by Covid-19.
17. The timescales for each stage are set out below:
 - March to July 2020 – Evidence gathering and SPD preparation
 - 9th September 2020 – Cabinet approval for public consultation
 - September/October 2020 - 4 week statutory consultation

- October 2020 – review representations and update / finalise SPD
- 16th December 2020 – Cabinet approval to be sought for adoption
- 5th January 2021 - Full Council Adopt SPD

Options Appraisal

18. The draft SPD provides an opportunity to consolidate into one policy document the SPDs of the three previously authorities which no longer represent the approach BCP Council wishes to take. The draft SPD will replace these to reflect current evidence, new national policy, new corporate strategy commitments including obligations to contribute to addressing the impacts of climate change for social, economic and environmental benefits to ensure the planning system actively manages patterns of growth in the BCP area. Reducing congestion, carbon emissions, and improving air quality and public health are at the heart of these objectives and directly linked to the BCP Corporate Plan. There are no reasonable alternative options to consider in this case.

Summary of financial implications

19. The draft SPD production is funded from existing resources. Additionally, the costs from undertaking the public consultation of the draft Parking Standards SPD would be met from approved revenue budgets.
20. The precise implications on street would need to be determined as individual schemes are developed through the SCPR and future decision reports would be prepared to address this. The introduction of parking control schemes (CPZs or resident parking schemes) would be self-financing.

Summary of legal implications

21. A Supplementary Planning Document is not part of the statutory development plan but instead builds upon and provides guidance on the policies within an adopted local plan. As such an SPD constitutes a material consideration when determining planning applications.
22. To be valid an SPD must be made in accordance with the procedures set out in The Town and Country Planning (Local Planning) (England) Regulations (2012) (the LPR 2012) which includes the need to undertake a consultation in accordance with the Council's Statement of Community Involvement.
23. An SPD must not conflict with the adopted local plan and steps have been taken to review the draft to ensure that the requirements of Regulation 8(3) of the LPR 2012 have been met in this regard. This consideration will also form part of the process of reviewing the consultation responses, throughout October, as the SPD is finalised.
24. Any appropriate parking restrictions which may include CPZs or permit parking schemes identified to facilitate this SPD would need to be implemented under the provisions of the Road Traffic Regulation Act 1984 (RTA) as part of the SCPR. The RTA provides Local Authorities with the power to make TROs to control parking or otherwise limit use of the highway. In making such Orders, Local Authorities must follow the procedures set out in the Road Traffic Regulation Act 1984 and detailed in the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996 (the 1996 Regulations). A further

review would be undertaken during October if there are any amendments made at the consultation stage.

Summary of human resources implications

25. The ambitious programme to produce the SPD has had some implications for officers particularly due to remote working arrangements. If approved for public consultation, the engagement and consultation is integral to the work of the Growth and Infrastructure and will be managed by officers with no significant implication.
26. The creation of any appropriate parking restrictions which may include CPZs or permit parking schemes necessary to support the draft Parking Standards SPD would be resourced from existing budgets. It is noted that the consultation and design of CPZs involves significantly more officer time than most other minor traffic schemes and so should extensive CPZs be required additional resources may be required. Additional parking restrictions may also be created as a result of the SCPR's recommendations. This could potentially be funded from the Local Transport Plan Capital Programme.

Summary of sustainability impact

27. The principle of reducing parking standards to reduce car usage and encourage modal shift to other forms of travel, would have a direct positive impact on carbon and other emissions to air, land and water. A Habitats Regulations Assessment (HRA) and a Strategic Environmental Assessment (SEA) are not required for SPD production as the existing Local Plans have accompanying HRAs and SEAs. The SPD has nonetheless been screened.

Summary of public health implications

28. The principle of reducing parking standards to reduce car usage and encourage modal shift (including walking) would have a significant positive impact on air quality and health and wellbeing.

Summary of equality implications

29. All developers will have to comply with the new parking standards in the design of new schemes of development. It will be important that the new standards are justified with evidence to ensure a fair approach is taken by the council for all developer markets. An Equality Impact Assessment (EqIA) screening has been carried out to ensure that in bringing in this council wide SPD there are no identified impacts on protected characteristic groups in terms of ethnicity, religious belief or faith, gender, transgender, sexual orientation or social inequality.
30. The opportunity to enhance equity for all users has been taken to ensure the draft SPD reduces barriers to mobility. Enhancements to the cycle provision will benefit non-able users who rely on cycles for independent personal mobility. Enhancements to car parking standards for disabled drivers and passengers have been made to reduce barriers and support their everyday needs.

Summary of risk assessment

31. The draft SPD has been developed to reflect the priorities and objectives of the adopted Corporate Strategy, whilst in accordance with national and local planning policy. Should

the draft SPD not be adopted at a future date or is delayed then a key risk of not having a harmonised set of parking policies remains increasing the possibility of incorrect levels of parking being provided. Whilst the existing parking standards could continue to be used, resources will need to be made available to ensure the timetable is met otherwise the programme will be delayed. This will be mitigated by the Heads of Planning and Transportation nominating specific officers to the project as well as use of framework consultants.

32. A key risk will be the creation of overspill parking resulting from a reduction in the standard of on-site car parking provision. This risk will be addressed in the SCPR which will need to identify those measures needed and implemented through the Road Traffic Regulation Act to control on-street parking in support of the approach in the final adopted SPD. Additional mitigation is provided by the provision of cycle standards as part of the draft SPD to reduce reliance on private car use for new developments.
33. Another associated key risk is the approval process for a TRO. Presently Cabinet must give approval to advertise a TRO and if objections are received Cabinet approval is required to make and seal the order. This can take between 6 to 8 months from start to finish and the possibility remains that the TRO may not be made. In order to reduce the risk of unsuccessful TROs consideration of the delegation of powers to enable the Director for Growth and Infrastructure to advertise TROs could be considered by Cabinet to support the delivery of the necessary parking restrictions.

Background papers

None.

Appendices

Appendix 1: Draft Parking Standard SPD for Consultation
Appendix 2: Strategic Environmental Assessment Screening Statement
Appendix 3: Equalities Impact Assessment Screening



Parking Standards

.....

Supplementary Planning Document

Draft for consultation September 2020
Growth and Infrastructure

Executive Summary

The aim of this SPD is to provide detail on parking requirements for new development proposals with an emphasis on good design and sustainability. It is a comprehensive document to be used by developers and consultants when they are designing new developments. It will be used by officers to assess parking requirements where planning permission is sought for new development.

The parking standards set out in this SPD will support the delivery of development that will be needed to meet housing needs and other economic, social and environmental priorities in the emerging BCP Local Development Plan. It is expected that flats and other high density and mixed-use development will be delivered in highly sustainable locations that are well served by public transport, shops and local services. This in turn, will enable the implementation of safe and attractive walking and cycling infrastructure to facilitate active travel, benefit air quality, improve health and wellbeing and tackle climate change.

This SPD takes a zonal approach to parking standards reflecting differing accessibility levels in the BCP area as follows:

Zone A: Town Centres

Zone B: District Centres

Zone C: Business Hubs

Zone D: Suburban/Rural locations

It is essential that supplementary planning documents support Local Plans, in terms of their vision, objectives and policies. Work has begun on bringing the three legacy areas up-to-date with a new statutory BCP Local Development Plan. In the interim, this SPD will support the existing adopted local plan policies and the transport strategy for the BCP area as set out in the Bournemouth, Poole and Dorset Transport Plan (2011-2026).

Car parking can occupy a great deal of space and can have a negative impact on the appearance of development and the efficient use of land.

Therefore, this parking SPD encourages high quality and well-designed parking provision, appropriate to the type and scale of development within its context and location. However, the availability of car parking can also have an impact on how people travel and encourage a modal shift to non-car alternatives, including walking, cycling and taking public transport.

This SPD reflects both national and local priorities to reduce the need to travel by private car by encouraging behaviour change and reflecting the need to find alternative safe, sustainable and cleaner ways to travel where possible.

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1 Introduction

1.1 Background

1.1.1 The Parking Standards Supplementary Planning Document (SPD) is a material consideration in the determination of planning applications within the BCP Council area. It has a role to support the policies in the Local Development Plan and to help to deliver on corporate priorities including housing and economic growth.

1.1.2 To contribute to creating vibrant and sustainable communities, housing delivery must be directed to the most accessible locations, focussed on brownfield sites and maximising opportunities for a range and mix of homes in areas where there will be investment in infrastructure. These locations are the town centres and district/ local centres and along sustainable transport corridors.

1.1.3 Delivering homes in the right places plays an important role in protecting the built and natural environment, protecting heathland and greenbelt. New communities will have greater connectivity and accessibility to places of work, shops and services and leisure facilities either by walking, cycling or using public transport.

1.1.4 The Parking Standards SPD will support the actions of BCP Council's Corporate Strategy to tackle climate change and ecological emergency by helping to prioritise opportunities to walk, cycle and use public transport. The approach to parking requirements fits with the actions listed under three priority areas:

1. to lead communities towards a cleaner, sustainable future that preserves our outstanding environment for generations to come
2. to support a dynamic region
3. to ensure communities in BCP feel empowered, safe, engaged and included.

1.1.5 The planned housing and economic growth needed is expected to generate an increase in vehicle numbers in the BCP area. If unchecked, it could give rise to increased carbon emissions, and worsen congestion affecting health, safety and creating road safety issues. Additionally, the public realm and public amenity are at risk. The council recognise that it is a challenge to ensure parking is attractive, safe and convenient for users. Rigid and overly generous parking requirements historically have not helped to deliver the quantum or quality of development expected by our communities.

1.1.6 It will be a challenge to meet the level of housing need due to physical and environmental constraints of the area. It is important therefore that development makes the best use of the land on brownfield and other allocated development sites. Development should be designed to encourage walking and cycling and public transport use, be pleasant and safe to travel through and be located with easy access to local facilities, shops and services.

1.1.7 Accessibility to public transport and local services reduces the demand for car ownership and increases the use of non-car transport for commuting purposes. Census data demonstrates that car ownership and method of travel to work varies by location, tenure, and number of habitable rooms. For example, in Bournemouth Town Centre, car ownership is at its lowest, with 46.4% of households without a car. This reduces to less than 20% in the suburban areas of the area¹.

¹ 2011 Census Car availability by household

1.1.7 Car ownership is likely to continue growing at a slower rate than previously². While the council has no powers for controlling car ownership, it does have a responsibility to manage the increasing numbers of vehicles. Any potential negative impacts require action, to ensure that the highway network functions efficiently for all users³, regardless of mode of travel.

1.1.8 If policies are not developed to effectively manage the levels of parking associated with new development, this is likely to intensify existing on-street parking pressure. Consequently, there is a higher risk of more frequent incidences of illegal and anti-social parking adversely affecting existing residents. To mitigate the impact of anti-social parking, the council can use appropriate parking restrictions such as Controlled Parking Zones (CPZs) or Resident Permit Schemes (RPS).

1.1.9 High quality design is critical to a successful development, as it offers a first and lasting impression. The design and layout should feel intuitively safe and welcoming. Without this, a development is unlikely to unlock its full potential. The level of provision of parking and its location influences the choices people make when deciding where to live, when travelling, and on the appearance and form of a development. High quality parking and access layouts should aim to provide an attractive, comfortable, safe, convenient pattern of movement into, across and out of parking bays and the site.

² National Trip End Model (DfT, 2017)

³ The Traffic Management Duty (TMA 2004 Part 2) includes pedestrians within the definition of 'Traffic'.

1.2 Purpose of the document

1.2.1 The overall aim of this SPD is to set out parking standards in new residential and non-residential development.

1.2.2 This SPD provides clear guidance and certainty to applicants, developers and agents. It is important to set out the level of car and cycle parking sought by the council, to ensure that a consistent and transparent approach is followed when assessing parking need, design and layout.

1.2.3 The key objectives of this SPD are as follows:

- to balance the needs of different users on transport networks, protect amenity, improve accessibility and highway safety
- to encourage the creation of high quality, well-designed places to live, work and visit
- to minimise conflict between pedestrians, cyclists and vehicles with safe, convenient and useable parking provision
- to encourage more travel on foot, by bicycle, by public transport or using low emission vehicles to reduce CO₂ emissions and benefit air quality
- to help support the council's commitments to address the impacts of climate change and contribute to a low carbon future
- to support the delivery of increased housing densities in the most sustainable locations.

1.2.4 All car parking figures are presented as optimums whereas cycle figures

are considered as minimum levels. This is to encourage smart travel choices and reduce dependency on the private car.

1.2.5 This SPD will replace the following three legacy council Parking SPDs; Bournemouth Borough Council Parking SPD (2014), Borough of Poole Parking and Highway Layout in Development SPD (2011), and the Dorset Residential Car Parking Study (2011). It provides revised parking standards to comply with the National Planning Policy Framework and to promote sustainable transport.

1.3 Approach and document structure

1.3.1 Parking provision is a key component that decides how people travel and how they choose to live. It influences the use of land, as well as the quality of the built environment.

1.3.2 Our approach states that as BCP Council continues to grow, the ability and desirability to accommodate additional trips by private car is no longer sustainable or feasible. Instead, the focus relies on active transport (eg walking, cycling and the use of public transport). An effective transport system can grant a reasonably sized catchment area access to local facilities. For example, public transport to jobs and services, including recreational opportunities and nature. This will create a virtuous circle for our residents and businesses, as well as help cut carbon emissions.

1.3.3 This SPD is in five parts, as follows:

- Parts 1–2 are the introduction and policy context
- Part 3 provides general guidance for car and cycle parking design necessary for attractive, safe, convenient, equitable and appropriate parking
- Part 4 sets out the optimum parking according to use class

- Part 5 covers additional guidance on a range of complementary matters.

1.4 Document status

1.4.1 This is a draft SPD which will be subject to public consultation in accordance with the Town and Country Planning Regulations (2012).

1.4.2 This SPD has been screened in accordance with the European Directive 2001/42/EC and associated Environmental Assessment of Plans and Programmes Regulations 2004 to determine whether a Strategic Environmental Assessment (SEA) is required. A copy of the screening record is available to view on the council's website.

1.4.3 This SPD has also been subject to an Equalities Impact Screening Assessment which is available to view on the council's website.

2 Policy context

2.1 National Planning Policy Framework

2.1.1 The National Planning Policy Framework (NPPF) and National Planning Practice Guidance (NPPG) provides the policy context and guidance to promote sustainable development.

2.1.2 In Section 9, the NPPF (2019) outlines guidance for setting local parking standards and what they should take into account, including the accessibility, type and mix of use, availability for public transport, car ownership levels and need to ensure adequate provision of spaces for charging plug-in and other ultra-low emission vehicles (para 105).

2.1.3 It also states that maximum parking standards should only be set where there is a clear and compelling justification that they are necessary for managing the local road network, or for optimising the density of development in city and town centres and other locations that are well served by public transport. The NPPF also states that in town centres, local authorities should seek to improve the quality of parking so that it is convenient, safe and secure, alongside measures to promote accessibility for pedestrians and cyclists (para 106).

2.2 The Local Development Plan

2.2.1 The overarching policy framework for parking standards are set out in the following Local Plan Policies:

Bournemouth Core Strategy (2012) - Policy CS16

This states that parking provision in new development shall accord with the council's adopted parking standards.

Christchurch and East Dorset Local Plan Part 1 (2014) – Policy KS12

This states that adequate vehicle and cycle parking facilities will be provided by the developer to serve the needs of the proposed development. Cycle and vehicle parking for residential development should be of the highest quality design and use land efficiently. Development proposals should make provision for parking in accordance with the Local Transport Plan parking guidance, including provision for parking for people with disabilities.

Poole Local Plan (2018) – Policy PP35

This states that proposals for new development will be required to maximise the use of sustainable forms of travel, provide safe access to the highway, contribute to the retention of attractive, safe and assessable places including convenient pedestrian and cycling routes and accord with the Parking SPD.

2.2.2 In addition to the local plans there may be relevant policies in neighbourhood plans which must be taken into account when considering applications within the neighbourhood area. Within BCP Council there are three made plans, all of which refer to parking requirements. There are no inconsistencies between the requirements in this parking SPD and the existing policies in the neighbourhood plans. The 'made' neighbourhood plans are set out below:

Boscombe and Pokesdown Neighbourhood Plan (adopted 2019)

- BAP1: which states at (v) the density of residential development which should not exacerbate existing overcrowding and pressure for on-street parking.
- BAP8: Houses in multiple occupation and bedsits which states car and bicycle parking would be provided at an appropriate quantity and would be of a high standard so as not to harm visual amenity.

- BAP10: Site allocations – SA2 Hawkwood Road car park – retain site for car parking. SA6 Sovereign Centre and car park – retain within a scheme for mixed town centre use.

Broadstone Neighbourhood Plan (2018)

- BP4: Securing high quality design and sustainability. This sets a design principles and states that amenity space should not include provision for car parking.

Poole Quays Forum Neighbourhood Plan (2017)

- PQF1: Public realm (5) This states that car parking and provision for servicing are appropriate to the context and sensitively integrated into the public realm.
- PQF3: High quality design (9) states that development proposals must create a multi-functional, lively and well-maintained public realm that sensitively integrates different modes of transport, parking and servicing.
- PQF7: Hamworthy Centre environmental improvements (1) states that these should include facilities for cyclists, including cycle path and parking. (4) states that a parking strategy should explore the potential of free short-term parking.
- PQF8: Creating a more vibrant high street during the day and evening (5) states that a review of town centre car parking arrangements and charging will be supported, to encourage people to use the town centre.

3 Layout and design guidance

3.1 Introduction

- 3.1.1 The way that parking is accommodated and arranged can have a positive or negative effect on road safety, access for emergency services, pedestrians, cyclists, environmental quality, character and appearance of a development.
- 3.1.2 The materials used to provide parking should enhance the street scene rather than detract from it. Appropriate planting and landscaping can also be incorporated to encourage opportunities for biodiversity and enhance the quality of the built and natural environment.
- 3.1.3 It is equally important to consider the design of parking and street layouts as well as the number of spaces provided. Poor design can reduce the level of parking available. This SPD sets out the council's preferred approach for applicants to ensure that they achieve the expected design of car and cycle parking. It includes certain minimum criteria that a space must meet to be counted as a parking space.
- 3.1.4 Where the use class associated with the development will provide elderly person's housing, developers are encouraged to provide wider parking spaces, having regard to the need to provide for those with limited mobility who would not normally be entitled to blue badges.

3.2 Cars

- 3.2.1 The minimum dimension of a standard car parking space is 2.6m x 4.8m (as shown in Figure 1). Bay width is a key component of its usability and durability as substandard provision in this dimension inhibits opening of car doors and equality of use. A 4.8m bay length allows for a range of everyday vehicles to use a space without the vehicle overhanging the parking bay.

- 3.2.2 Widths or lengths of spaces will need to increase if next to a wall or footway. The minimum distance expected between the end of the car (or car door) and a solid object (wall/fence) is 0.5m (as shown in Figure 2).

- 3.2.3 The long dimension should be extended to 6m for parallel bays as a minimum (as shown in Figure 3).

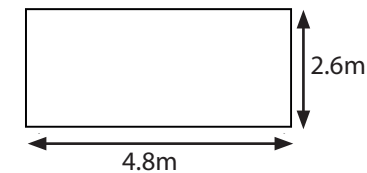


Figure 1 Standard parking space dimension

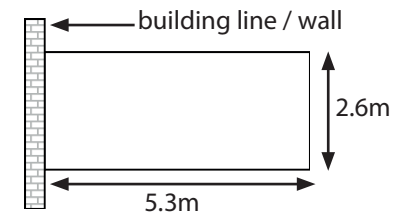


Figure 2 Parking space dimensions next to wall

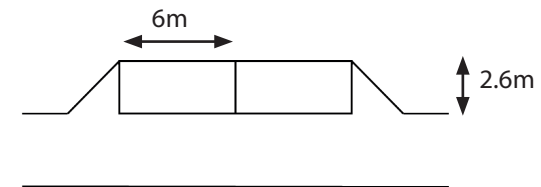


Figure 3 Parallel parking bay dimensions

3.2.4 Parking spaces should not directly abut building lines where windows are provided at ground floor level. If parking is to be provided adjacent to ground floor windows, a landscape buffer should be planted and retained at a low level.

3.2.5 For perpendicular bays, an overspill area of 0.5m is required next to a solid object (as shown in Figure 4) and/or the back of an adjacent footway, to ensure usability of the spaces and to prevent vehicles overhanging the parking bay. The inclusion of a 1m vegetation (or access) buffer strip(s) to separate long rows of spaces is encouraged to reduce the visual impact of large parking areas.

3.2.6 The aisle width between rows of spaces should be at least 6m to enable cars to manoeuvre comfortably (as shown in Figure 5).

45 3.2.7 For echelon (angled) parking bays, the minimum acceptable length is 4.2m. The width of the bay and the angle of approach vary depending on the design. For a 2.6m wide bay, the aisle widths are typically: 6.0m at 90 degrees, 4.2m at 60 degrees and 3.6m at 45 degrees. These width requirements may be reduced if the parking spaces are widened.

3.2.8 Swept-path analysis can be used to assess the effect of oversized spaces on reducing the need for manoeuvring space. Appropriate proprietary software using scaled (using a large car) simulated vehicles at realistic speeds with enough margin for driver error (0.5m from any wall or fence) will be expected for any swept-path analysis. Echelon bays should be arranged so that drivers are encouraged to reverse into them to avoid poor visibility from adjacent parked vehicles. Different layouts, such as, herringbone, have

different overall space requirements, and the detailed layout of car parking will be site-specific.

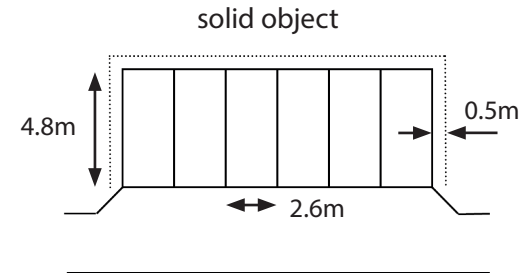


Figure 4 Perpendicular bays dimensions

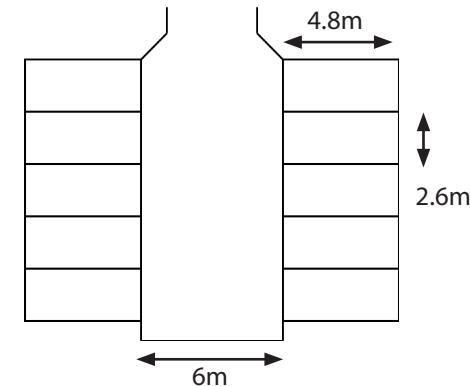


Figure 5 Minimum grouped parking bay dimensions

3.2.9 Research has shown that in many developments, less than half of all garages are used for car parking, instead being used for storage⁴. In terms of sizes, an internal minimum of 7m x 3m is considered appropriate to ensure that a large modern family car will fit comfortably with room left for some general storage (as shown in Figure 6).

4 Manual for Streets (DfT, 2007)

3.2.10 This 7m x 3m must be a clear, unobstructed space to allow a vehicle to enter and exit safely. Garages must also have entrances wide and high enough to allow for large family cars. The space required to open and close garage doors should also be considered. Driveways in front of garages should be at least 5.5m long, or 6m, clear of a footway, carriageway or shared surface. Garages will only be counted as a parking space where they meet the minimum size requirements (as shown in Figure 6).

3.2.11 Where a garage court area is provided, an aisle width of 7.3m is necessary to sufficiently accommodate turning movements. A garage bay of 7m x 3m is also required (as shown in Figure 7).

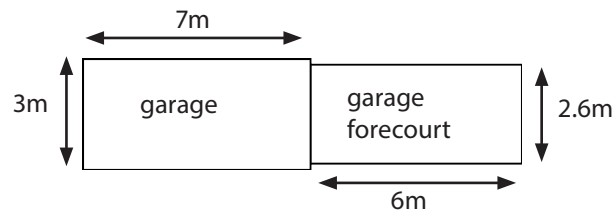


Figure 6 Garage dimensions

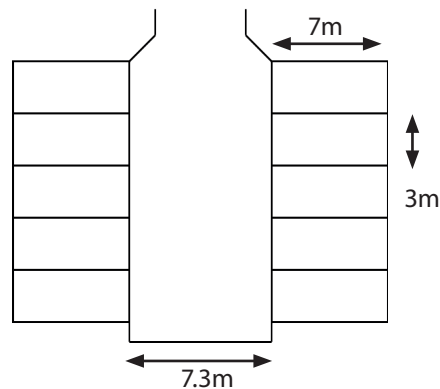


Figure 7 Minimum garage court dimensions

3.2.12 Visitor spaces must be marked with 'VISITOR' where they are located within private car parking areas.

3.2.13 Turning/Tracking diagrams using appropriate proprietary software may be required. The diagrams should demonstrate whether vehicles can manoeuvre safely into and out of spaces.

3.2.14 Vehicle access provides a transition from the carriageway across the footway and into private forecourts. When poorly designed, driveway entrances provide difficult walking environments, due to continual changes in cross-falls. This is a particularly challenging issue for disabled or elderly users, and those with small children or mobility aids. The narrower the footway, the greater the impact of gradient changes.

3.2.15 Additionally, the excessive use of extended dropped kerbs across the frontage of developments is problematic. It eliminates the possibility of on-street parking, creates greater potential conflict points between pedestrians and motor vehicles, and is poorly designed. The council's preference is the provision of a single 4.6m width vehicular crossover equivalent to three dropped kerbs and two tapered kerbs, or an entrance kerb system. Wider than 4.6m width vehicle crossovers may be required where simultaneous entry exit is required. Pairs of vehicular crossovers near each other are also discouraged.

3.2.16 The use of dropped kerbs lower the level of the footway towards the carriageway. Dropped kerbs are no longer supported on heavily trafficked footways with a footway width in excess of 1.5m. Instead, a short ramp at the front of the footway (kerbside), providing vehicle transition from carriageway to footway, should be implemented (as shown in Figures 8 and Figure 9). The entrance kerb system ensures that the footway is maintained level for the entire length. The transition is provided by using entrance kerbs or a combination of quadrant kerbs and chamfered kerbs.

3.2.17 Through the design of the vehicular access including the materials, priority must be ensured for pedestrians using the footway where vehicles cross. Materials used should match the existing footway. Edging strips or other materials should be avoided in a way that would suggest that vehicles have priority over pedestrians.

Figure 9⁵ Entrance kerb example

5 ©Mark Philpotts / City Infinity, used with permission

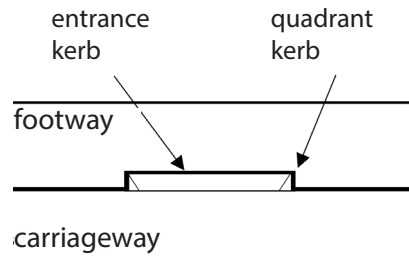


Figure 8 Entrance kerb system



3.2.18 All proposed gated accesses should be set back 5m from the highway to help preserve the safety of other road users. This includes proposals for new developments or as part of householder applications on Classified Roads.

3.2.19 Vehicle crossovers must be perpendicular to the footway. This ensures that motor vehicles cannot drive along the footway in order to gain illegal access to a property. Additionally, pedestrian visibility is maximised. Parallel parking adjacent the highway will not be supported on grounds of safety and illegal and dangerous manoeuvring.

3.2.20 Visibility splay areas should be kept clear of obstructions reaching above 0.6m in height, measured from the adjoining highway level. The driver position is typically 2.4m back from the front of a vehicle. Due to this, visibility splays measuring 2m x 2m either side of an access would aid drivers in viewing pedestrians on the footway before exiting the access.

3.2.21 Where visibility splays are required, consideration should be given to the most effective method of achieving this. It is also necessary to consider their wider visual appearance within the street. Treatments may include hard landscaping, low level landscape planting or railings. The railings must have adequate gaps to ensure that visibility is available.

3.2.22 On-street parking is an efficient option which can work well in certain situations where there is sufficient space, on roads which do not have not existing parking pressure⁶. Where new streets are proposed as part of a large development, on street parking can be complemented with tree planting to create an attractive environment. Examples of locations that are not suitable for on-street parking are listed in Appendix C(ii). Where surface parking is provided on plot it should be located to the rear or side of development. This would minimise the impact cars have on the street scene. Where the only option is to locate parking in front of a building, it should be enclosed by a high-quality front boundary treatment. For example, a low wall or hedge.

3.2.23 Proposals should provide safe access to the highway, taking guidance from the Local Planning Authority on the most suitable access. They must egress typically in forward gear to ensure safety for all road users.

3.2.24 All parking courts should be well landscaped, carefully lit, limited in size and well overlooked for security purposes. Parking directly adjacent to living accommodation is not acceptable. Defensible space should be allowed between parking and circulation spaces, as well as the windows of living accommodation.

3.2.25 In the case of residential and mixed-use development, parking and circulation areas require careful designs. Transport developments should ensure that vehicles can only travel at slow speeds and that pedestrian movements have priority. Creating a high-quality environment can be achieved through the geometry of the space, the use of appropriate materials, native species planting and good quality signage.

3.2.26 Parking in front gardens should maintain a sense of enclosure and harmony with the existing streetscape. This is particularly significant for



Figure 10 Landscaped parking court example

existing properties where front gardens are converted to hardstanding or parking areas.

3.2.27 Parking in front gardens should be designed with the retention of existing walls, fences, railings or hedging, the minimization of hard, impermeable surfacing and the provision of sufficiently setback gates and generous planting. Any surface adjacent to the highway needs to be made up of bonded material eg. permeable block paving, and not loose material, such as gravel, to avoid loose material spilling onto the highway.

3.2.27 Where development results in existing accesses across the footway no longer being required, the existing dropped kerbs or entrance kerbs shall be reinstated to footway construction. This will be secured on the approved plan, as part of the planning approval.

⁶ See Manual for Streets (DfT, 2007), Manual for Streets 2 (CIHT, 2010) and Car Parking: What Works Where (English Partnerships, 2006)

3.3 Cycles

3.3.1 The council considers cycle parking a key element of a development. Increased cycle parking encourages healthy lifestyles, reduces pressure for parking, eliminates unnecessary car journeys, and does not add to carbon emission or affect air quality.

Cycle parking forms an integral part of any full or reserve matters planning application. It should not be treated as a secondary issue to be resolved by condition. It is very important to recognise that there are various types of cycle (as shown in Figure 11) and many types of people using them.

3.3.2 A Cycle Design Vehicle (CDV) of 2.3m in length by 1.2m in width will cover most situations. It must be used when designing facilities for cycles including all forms of cycle parking.

49 3.3.3 Cycle parking should be in the most accessible location, above ground and near the main entrance to any development. Cycle access is expected to be easier than car parking access, except for disabled car parking. Where basement cycle parking is provided then surface cycle must also be provided.

3.3.4 Cycle parking must be provided in a well-illuminated location to encourage use. Natural surveillance in the area discourages theft. Cycle storage identified in habitable rooms, general storage areas, bin stores, circulation areas, or on balconies will not be considered acceptable. Cycle hire docking stations should not be considered as a substitute for cycle parking facilities.

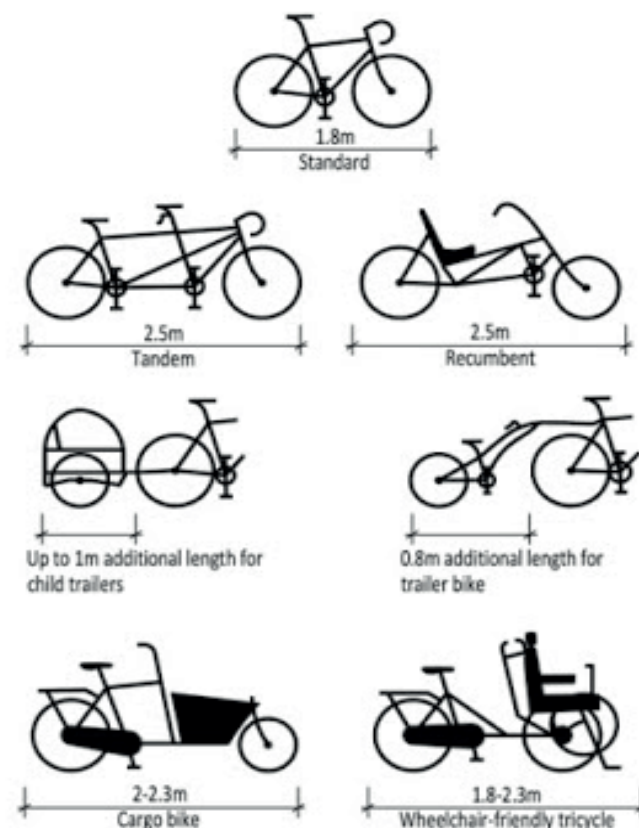


Figure 11⁷ Types of cycles

⁷ CD 195 Designing for cycle traffic (Highways England, 2020)

3.3.5 All cycle parking should be in the form of coated or stainless-steel cycle hoops. The Sheffield type stands demonstrated in Figure 9 exemplify this standard. An additional crossbar 500mm above the ground must be provided at locations where children are likely to be regular users. For example, at schools, libraries, and parks. Other forms of stand (eg. butterfly/wheel bender/bollard/wave) have been associated with well documented and unacceptable problems, such as potential damage to wheels.

3.3.6 The council considers double deck cycle parking to be less convenient than Sheffield type stands and discriminatory for people with low strength. Those with mobility issues also suffer due to the difficulties involved with lifting at height. Additionally, limited types of cycles can fit within double-deck systems in comparison with the Sheffield type stand. Nonetheless, a small proportion of high quality, hydraulically assisted double deck systems can be used alongside Sheffield type stands in a limited number of locations, such as railway stations. This is subject to agreement from the Local Planning Authority.

3.3.7 These high-quality stands require significantly greater aisle widths (with a minimum of 2.5m beyond the lowered frame). Therefore, double the capacity is not provided. The minimum height requirement to clear any cycles on the upper deck is 2.6m (as shown in Figure 12). Double deck parking also requires ongoing maintenance. Evidence of a maintenance regime should be presented as part of an application. Sufficient Sheffield type stands must also be provided nearby to cater for the range of cyclists that are not able to use assisted double deck systems.

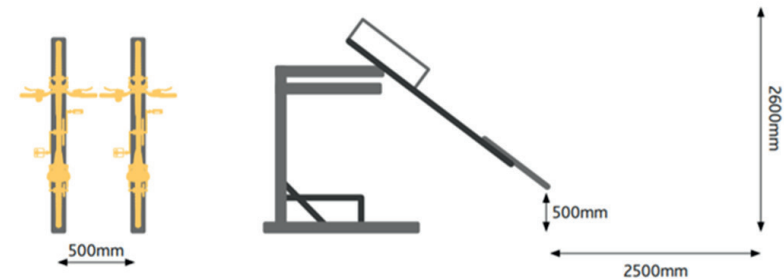


Figure 12 Double deck stand dimensions

3.3.8 Cargo bikes are increasingly popular for business deliveries, utility and leisure purposes. Extra-long Sheffield type stands positioned to prevent trailers blocking adjacent footways, should be provided in locations where trailers will be commonplace. For example, in town centres, primary schools, and leisure sites. Cargo bikes, trailers and tricycles are self-supporting when stationary, yet may require a stand to which they can be padlocked. This is typically an end stand in a group of stands appropriately signed. Ground anchors may be an acceptable alternative for self-supporting cycles.

3.3.9 Additional facilities for cyclists should also be considered when designing cycle storage locations such as public bike pumps, repairs stations and charge stations for electric bikes.

3.3.10 Where cycle storage is provided within a standalone store or building, it must be designed for the exclusive use of cycles and maintained in perpetuity. Cycle storage areas should be conveniently located with level access and users should not have to negotiate more than one door with their cycle (with a minimum width of 1.2m). Cycle Design Vehicle specific swept-path analysis is expected to demonstrate any proposed paths that are accessible for a CDV.

- 3.3.11 Where cycle parking is provided to the rear or sides of a building, the access way should be a minimum of 1.5m wide and for a length of no more than 10m. For longer distances, a wider path is expected. Increased path widths may be required where paths adjoin buildings or boundary treatments.
- 3.3.12 Cycle parking for individual dwellings, typically houses, is expected. This can be either through an internal storage solution as part of an internal non-habitable room, or within a garage or a purpose-built cycle store. Where rear storage is likely to be required the accessway is expected to be designed in from the beginning. Therefore, eliminating the need for cycles to traverse inside the property from rear to front (and vice versa). The same access way should follow the standards outlined above.
- 3.3.13 Sheffield type stands should be spaced in accordance with Figure 13 and Figure 14. The minimum footprint of Sheffield type stands should be taken as 2.3m x 1m. Sub-standard spacing significantly reduces capacity and hinders their usage. Sheffield type stands require embedding to a depth of at least 250mm and concreting into place.
- 3.3.14 Stands should ideally be installed on level ground. Where stands are positioned on a slight slope, they should be aligned at right angles to the slope to prevent bikes from moving. The minimum spacing between Sheffield type stands must be 1000mm. This is always measured from the centre line of the stand. Aisles between rows of Sheffield type stands are important to allow users to access the stands with their bike. Where stands are angled, they must ensure a 1000mm minimum spacing in between rows of Sheffield type stands as per Figure 15.

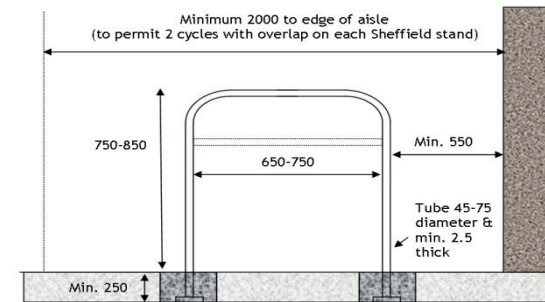


Figure 13 Sheffield type stand dimensions

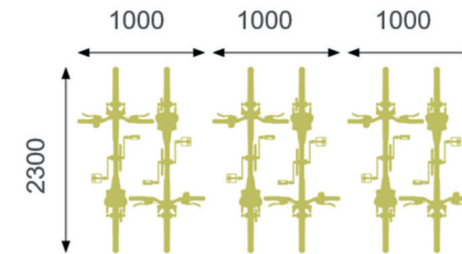


Figure 14 Footprint of parked CDVs

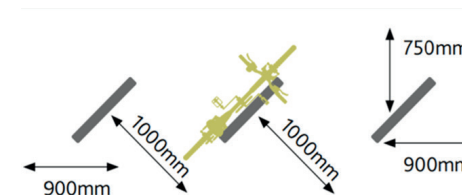


Figure 15 Stands at 45 degree angle to wall

3.3.15 In coastal environments, marine grade stainless steel (SAE 316) is considered a minimum requirement. This is an expected standard for developments with close proximity to the coastline, as marine grade stainless steel has greater resistance to corrosion. Elsewhere, coated steel should be used.

3.3.16 The use of green roofs is supported on cycle stores as their provision is more than for aesthetic purposes. They reduce runoff, conserve energy, reduce pollution, sequester carbon and provide habitat for wildlife.

3.3.17 Three forms of cycle parking are specified:

- Visitor
- Secure covered non-residential
- Secure covered residential

Visitor

3.3.18 Sheffield type stands in a publicly accessible area for visitor parking. These stands must be in an area with good natural surveillance and in closest available proximity to the pedestrian entrance to the building they serve, Figure 16.



Figure 16 Visitor parking example

Secure covered non-residential

3.3.19 For non-residential developments, Sheffield type stands should be arranged within a robust weatherproof store with a lockable door. The structure and locking mechanism should be resistant to forced entry. Any store with plastic or steel mesh panels should have steel bars at sufficient intervals. This can prevent the removal of cycles via a removed panel. Authorised users of the store should be provided with keys or contactless cards to provide access.

3.3.20 The cycle store should be placed in an accessible location near the entrance. Interior and exterior illumination is necessary. Adequate lighting should also be provided along the route to the store.

3.3.21 Sheffield type stands within the cycle stores should be placed in accordance with Figure 19 and Figure 20. Access aisles should have a minimum width of 1.2m between parked bicycles. If double stacked cycle parking is proposed, an increase to at least 2.5m (ideally 3m) depending on the manufacturer's specification, is required. A minimum of 2.6m head height is required to ensure the system is usable. Access doors should have a minimum width of 1.2m. Each cycle space should be accessible and not obstructed by other cycles in the store.



Figure 17 Secured covered non-residential cycle parking example

Secure covered residential

3.3.22 For residential developments, a walk-in store should be constructed with robust building materials and craft (typically masonry) with a lockable door. The structure and locking mechanism should be resistant to forced entry. Authorised users of the store should be provided with keys or contactless cards to provide access. Padlocks or double doors are not to be used. If a side hung door cannot be installed, then electrically operated shutters are acceptable in exceptional circumstances.

3.3.23 The cycle store needs to be in an accessible location at ground level close to the pedestrian entrance of the building it serves. Interior and exterior illumination is necessary. Adequate lighting should also be provided along the route to the store.



Figure 18 Residential cycle parking example

3.3.24 Sheffield type stands within the stores should be placed in accordance with Figure 19 and Figure 20. Any access aisle should have a minimum width of 1.2m between parked bicycles. Any access door should have a minimum width of 1.2m. Each cycle space should be accessible and not obstructed by other cycles in the store.

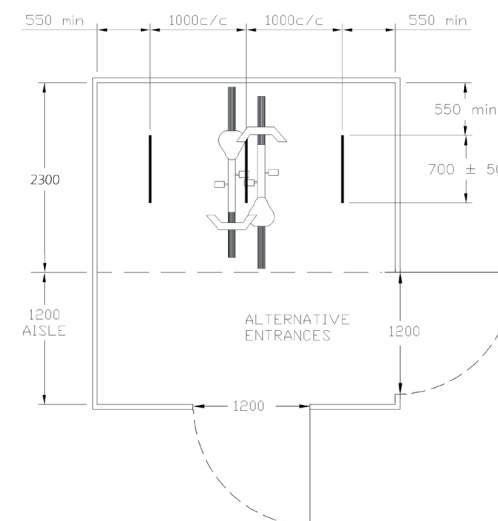


Figure 19 Option A Secure covered (inc. residential)

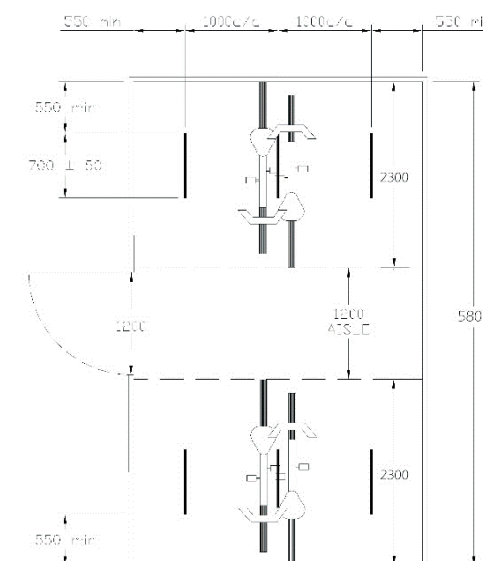


Figure 20 Option B Secure covered (inc. residential)

3.3.25 Dwellinghouses with front garden cycle sheds are an increasingly common sight, particularly in terraced neighbourhoods. The council considers front garden cycle sheds acceptable if they are the minimum size necessary and exhibit a minimal visual impact on the street. However, they are unlikely to be acceptable in very small front gardens, in some conservation areas, and where there is an Article 4 direction in place.

3.3.26 Communal residents cycle parking, sometimes known as bikehangars, Figure 21, are only considered an acceptable solution where other methods of cycle provision are not possible. These are typically in existing terraced properties. Such solutions may require a Traffic Regulation Order (TRO) and the use of a legal agreement secured as part of the planning application.

Figure 21⁸ Communal residential cycle storage



3.4 Scooter facilities

3.4.1 Scooters are now a common mode of transport for children and adults using for leisure trips, school or work travel.

3.4.2 In addition to the expected cycle provision, foot propelled scooter facilities should be provided within the curtilage of the school sites at the same ratio. Such facilities should be under cover, in safe well-lit areas, ideally lockable and near all the main entrances.

3.4.3 Scooter parking generally takes one of two basic forms:

1. Lockable racks – The handle is secured by a catch.

Racks provided in rows looking like a single Sheffield type stand or held in a ‘mushroom’.

2. Ground stands – The stands grip the wheels.

Stands or pegs can be a cheaper alternative but are generally a less secure design and may not suit all micro scooter wheel sizes.

3.4.4 Consideration should be given particularly in universities, colleges, and sixth forms. Electric micro scooters are likely to be used at these sites provision should be made for charging facilities within the secure scooter facility.

3.5 Powered two-wheelers (PTW)

3.5.1 Powered two-wheeler parking should be clearly signed and marked, indicating that it is reserved for powered two wheelers only

3.5.2 PTW parking should have; dropped kerb access, anchor points, and natural surveillance. PTW facilities should be illuminated and ideally located away from drain gratings, manhole covers, studs, cats’ eyes, cobbles and gravel.

⁸ The Bikehangar® by Cyclehoop

3.5.3 PTW parking bays are generally not marked for individual bikes. This allows flexible and efficient use of limited space by bikes of different sizes.

3.5.4 Provision should be made to secure PTWs. There are two basic types of anchor points to which motorcycles can be secured to reduce the risk of theft:

1. Raised – A horizontal bar is provided at a height of approximately 400-600mm and requires the user to have their own lock.

Horizontal bars should be welded or fixed with tamper proof bolts.

2. Ground Level – An anchor point below the surface, with a loop allowing the user's own lock to be passed through.

Anchor points require regular maintenance and can be dirty to use.

3.6 Electric vehicle charging

3.6.1 In order to future proof development ahead of the expected transition to electric vehicles (EV), the council expects the inclusion of charging points for electric vehicles in all new developments. Conversions and change of use applications will be treated on a case by case basis.

3.6.2 The EV charging requirements have been developed according to the government's Road to Zero strategy and the Transport Decarbonisation Plan alongside BCP Council's own Carbon Neutrality Strategy. This requires the council and its operations to be carbon neutral by 2030. The council must work towards making the Bournemouth, Christchurch and Poole region carbon neutral ahead of 2050.

3.6.3 Electric Vehicle Charging Infrastructure (EVCI) is a developing technology. The council expect that connection points are installed in line with emerging technical requirements and open benchmarks. Connections conforming to national and/or industry benchmarks such as BS 61851 and BS 7671 are expected as a default.

3.6.4 The council requires applications for new development or material change of use to provide EV charge points that comply with Table 1.

Table 1 EV provision

	Percentage of bays with "active" ⁹ charge point provision	Percentage of bays with "passive" ¹⁰ charge point provision
Residential development with less than 10 spaces	20%	80%
Residential development with 10+ spaces	50%	50%
Non-residential development with 10+ spaces	30%	70%

3.6.5 The EVCI charge requirements increase in line with the number and intensity of usage as set out in Table 2.

⁹ Active provision is defined as an actual socket connected to the electrical supply system that vehicle owners can plug their vehicle into.

¹⁰ Passive provision is defined as the network of cables and power supply necessary so that at a future date a socket can be added easily.

Table 2 Charge point specification

EV charging requirement	Charge point specification	Power requirement
Individual fast charge socket	7kw Mode 3 with Type 2 Connector	230v AC 32 Amp Single Phase dedicated supply
Communal fast charge socket	Feeder pillar or equivalent permitting future connection	230v AC 32 Amp Single Phase dedicated supply
Intensive communal fast charge socket	50kw Mode 4 (DC) Multi-standard charge point	400v AC 100 Amp Triple Phase dedicated supply

3.6.6 Where communal facilities are provided, considered management practices are expected to resolve. This should be in advance any leasehold and freehold consents and or responsibilities regarding use, payments, charges or approvals. Such communal facilities must be capable of simultaneous use.

3.6.7 The provision of EVCI on-street is permitted in exceptional circumstances where on site constraints eliminate all other methods of onsite provision. Details will require agreement with the Local Planning Authority to ensure that such features do not result in highway safety issues. Additionally, a TRO will be required for any on-street bays.

3.7 Disabled parking requirements

3.7.1 To ensure provision of disabled friendly parking spaces, the council would normally require a level of parking provision for disabled persons.

3.7.2 Parking bays for people with disabilities should be designed to ensure that drivers and passengers, either of whom may have a disability, can enter and exit from the car easily and safely. Parking spaces should be 2.6m in width with a 1.2m wide marked access zone between spaces. A 1.2m wide safety zone for boot access is also required (as shown in Figure 22).

3.7.3 Alternatively, two standard 2.6m wide spaces with a shared space of 1.2m between may be considered as per Figure 23.

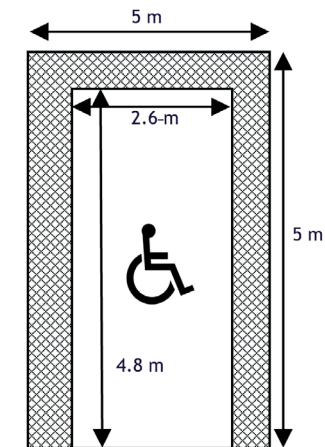


Figure 22 Disabled bay dimensions

New developments will be encouraged to provide this layout in commercial car parks.

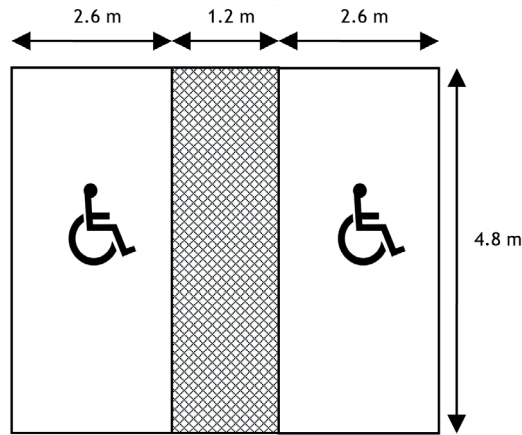


Figure 23 Alternative disabled bay arrangement

3.7.4 Disabled parking spaces should be located close to the main pedestrian entrance to the building it serves, with level pedestrian access across the entire distance. Parking provision for people with disabilities in on-street residential locations may be considered.

3.7.5 The level of provision required for both residential and non-residential (in accordance with best practice guidance) development are outlined in Appendix A.

3.8 Parking for people with young children

3.8.1 Parents with young children may have difficulties accessing conventional parking spaces. The provision of dedicated parking should be considered in retail developments.

3.8.2 Such spaces should be marked with a suitable symbol and located close to the building. Parking spaces should be 3.6m wide or have a transfer area 1m to one side of a 2.6m standard space as per Figure 24. Where space is limited, 3.2m wide spaces may be acceptable.

3.8.3 Alternatively, two standard 2.6m wide spaces with a shared space of 1m between may be considered as per Figure 25.

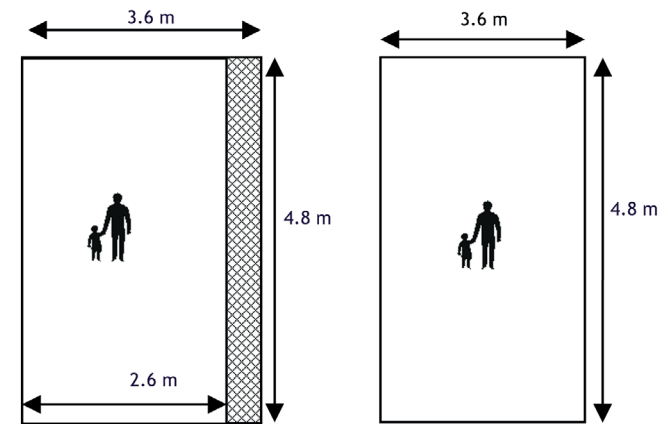


Figure 24 Parent and child bay dimensions

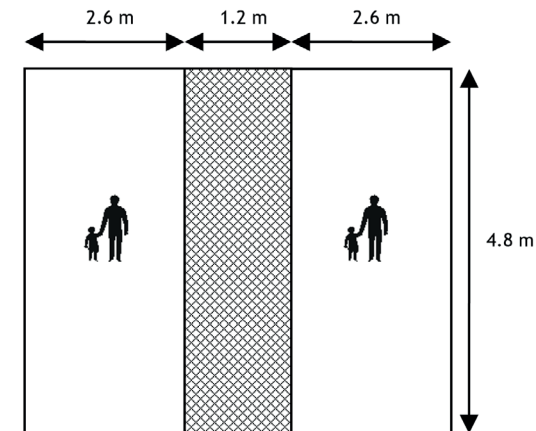


Figure 25 Alternative parent and child bay dimensions

3.9 Underground and multi-storey parking

- 3.9.1 Parking solutions that incorporate multi-storey car parks above and/or below ground will be supported in appropriate locations. For example, locations where a high-quality streetscene is retained. Parking solutions should be in accordance with the technical guidance offered by the Institute of Structural Engineers “design recommendations for multi-storey and underground car parks” (2011) or any future update.
- 3.9.2 The parking bay sizes for any multi-storey or underground car park should accord with those set out in this SPD. Additionally, the access road should be level. Where the land’s topography deems this not possible, a gradient no greater than 1:20 within the first 5m from the highway is required.
- 58 3.9.3 Basement parking is often preferable to surface parking as it can reduce the visual dominance of vehicles and can free up green space. Therefore, enhancing amenity and/ biodiversity. However, surface parking can provide attractive accessible parking for visitors, disabled drivers and service vehicles discouraging drivers of those vehicles from parking in unsafe locations. Therefore, for developments with basement parking and where on-street parking would cause highway safety and congestion issues some on-site surface vehicle parking should be provided.
- 3.9.4 The need to remove large volumes of earth is a major disadvantage and this option is often most logical on sloping sites where less excavation is needed. The entrances to underground and podium car parks should be located and designed to minimise the impact on the street scene. Flood risk and land stability should also be fully considered. There should be a 0.5m raised safety strip either side of the ramp to protect vehicles and building structures.

- 3.9.5 Undercroft parking is incorporated into the ground floor of a building

should be enclosed by a wall and grills, as open undercrofts have a poor appearance. Consequently, problems with security and anti-social behaviour can emerge. Balconies or roof terraces at first floor level can be used to counter the deadening impact of parking on the building frontage. Decorative railings/ grills and planting at the base of the building can also help to soften the impact. The council should avoid blank or unattractive elevations and the need for mechanical ventilation.

- 3.9.6 Podium car parking with development above enables parts of the podium roof to be used for green space. For example, communal roof gardens. The podium creates opportunities for outdoor amenity and planting, activities that should be maximised. Blank elevations adjacent to the public realm should be avoided. This can be achieved through wrapping the podium in active uses or using planted banks. One disadvantage of this approach is that large and complex structures can emerge as a result. This may be difficult to adapt and redevelop incrementally in the future.
- 3.9.7 Any vehicle parking located behind a vehicle access barrier such as a gate will be considered as allocated parking as such barriers restrict general visitor parking.



Figure 26 Screened underground parking

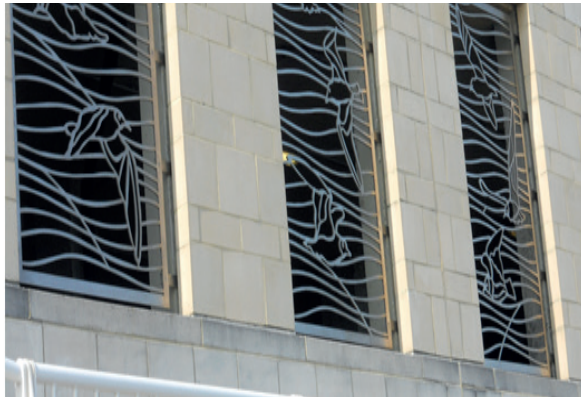


Figure 27 Decorative grills

3.9.8 Car stackers and lifts are often suggested as a means of maximising the space available for off-street car parking. The council accepts the principle of stackers and lifts in new developments. However, developers should consider the following points:

- where the stacker is accessed directly from the highway, it must not result in vehicles queuing on the highway
- where a stacker is accessed within an off-street car park, and the spaces are not independently accessible, there must be adequate circulation space to allow vehicles to wait without blocking the free flow of traffic either within the car park or on the highway
- the council may impose a condition relating to the maintenance of the stacker on the grant of any planning permission
- car lifts should only be considered where it's not possible to install ramps to basement car parks
- EV charging facilities are not generally compatible with car lifts or stackers
- parking spaces accessed via a car lift or car stacker will only be considered as allocated parking bays.

4 Parking standards

4.1 Zonal approach

4.1.1 The parking standards are applied on a hierarchical zonal basis within the BCP area, reflecting differing accessibility levels. These are shown in Figure 28.

Zone A — Main centres

4.1.2 Zone A comprises an approximate 400 metre boundary (5-minute walk) around Bournemouth Town Centre, Christchurch Town Centre, Poole Town Centre, and the Boscombe and Westbourne District Centres. The areas in this zone have a high degree of accessibility to public transport, services, shops and other facilities. Car ownership in these locations is far lower than the BCP average.

Zone B — District centres

4.1.3 The District Centres of Ashley Cross, Ashley Road, Boscombe East, Broadstone, Castlepoint, Charminster, Hamworthy, Highcliffe, Hinton Admiral, Kinson, Moordown, Springbourne, Southbourne, Tuckton, Turlin Moor, Winton and Wallisdown have good local services, shops and other facilities or are in close proximity to a mainline rail station. These facilities are generally smaller and have lower accessibility levels than the centres in Zone A.

4.1.4 The provision of bus services is generally lower than in Zone A. Car ownership is higher but remains generally lower than the BCP average. An approximate 400 metres boundary (5-minute walk) has again been applied around these District Centres.

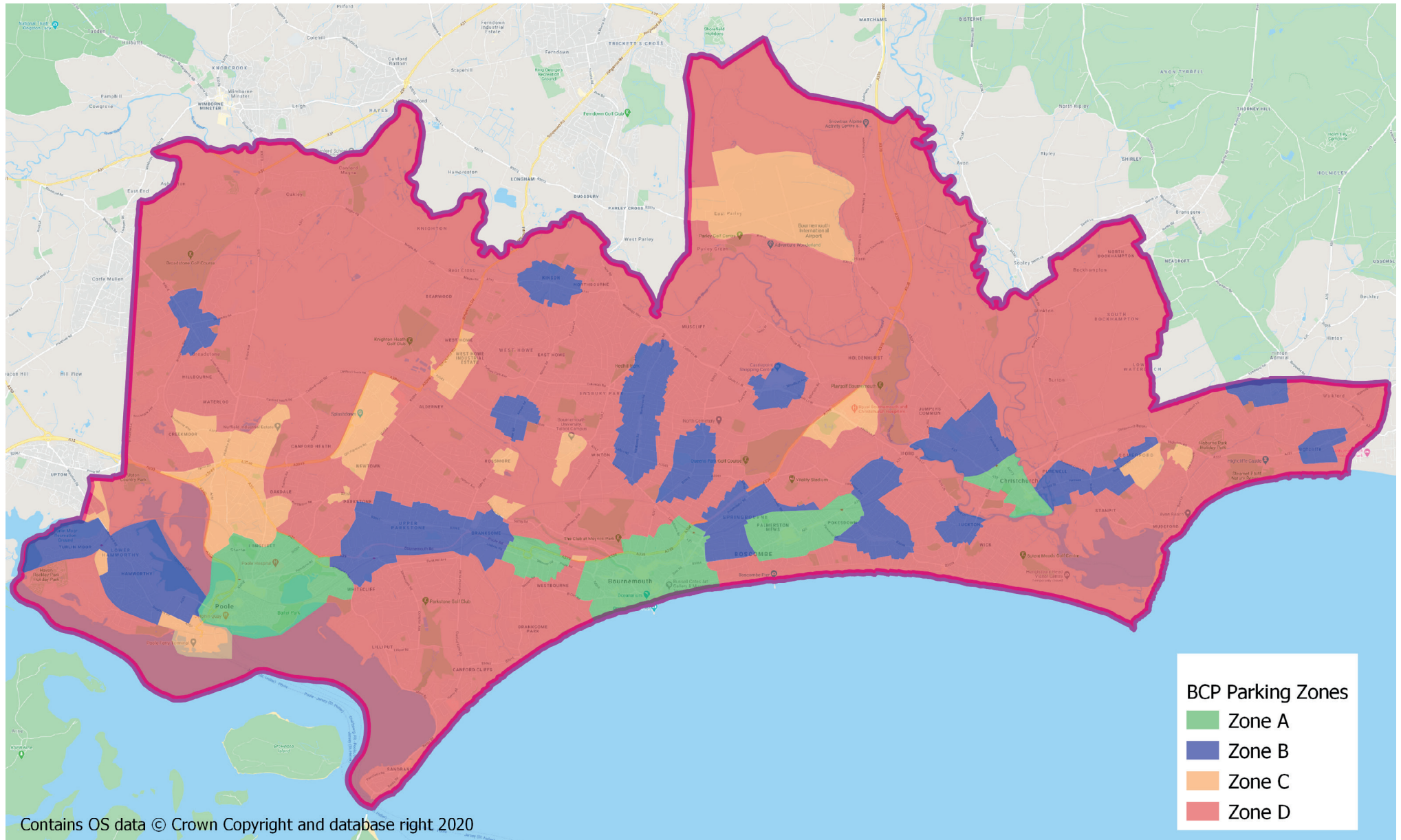
Zone C — Business hubs

4.1.5 There are several major employment and education centres across the BCP area, and these have been specifically identified as it is important to ensure that these locations do not become car dependant. The council will seek to enhance the attractiveness of public transport and active travel in these locations.

Zone D — Suburban/rural locations

4.1.6 The remainder of the council's administrative area is considered suburban or rural in nature. The lowest level of access to public transport, services and facilities is demonstrated. These less accessible areas are where car ownership is at its highest.

Figure 28 BCP Council Parking Zones map



4.2 Optimum parking figures

4.2.1 The figures in the following tables reflect a summary of best available evidence regarding the likely parking demand requirement for most use classes for across a range of modes.

4.2.2 In determining the parking standards, the underlying principle was that areas, which already or potentially have a high-level access to facilities and typically lower car ownership, would be expected to adopt more rigorous parking standards.

4.2.3 The figures are presented in spaces per square metre of Gross Floor Area (GFA) of buildings unless otherwise indicated. GFA is defined as the total area of a building, including the areas of any floors/storeys, as measured externally. In calculating parking provision, due allowance has been made for the parts of buildings that are not available for the predominant use. For example, lift shafts, stair wells, plant rooms, circulation space and more.

4.2.4 When calculating parking provision, fractions of spaces (where shown) should be rounded to the nearest whole number. For cycle parking a minimum of one stand (effectively two spaces) is to be provided. Cycle provision for change of use or conversion of existing properties applications will be assessed on its merits, on a case by case basis. In the presence of constrained sites (where on site provision is not feasible), the LPA expects cycle parking to be provided through alternative means, preferably in the form of communal parking schemes (eg bikehangar).

4.2.5 Where a building is in mixed use (eg shops and flats), the appropriate parking provision will be considered for each individual use. In the presence of ancillary uses to the main premises (eg office and store ancillary to a shop), the appropriate parking provision for the whole building/buildings will be that attributable to the main use.

4.2.6 The council's preferred approach to car parking in developments is unallocated parking provision. Research has suggested that this results in the most efficient use of spaces¹¹. In residential developments where more than 50% of car parking is allocated to individual dwellings, a visitor car parking allowance of an additional 1 space per 5 dwellings should be provided. In all other types of developments, visitor parking allowance is included within the figures.

4.2.7 The following tables provides the parking standards against which all new development within the BCP Council area will be assessed. The standards apply to all categories of development for which planning permission is required (new developments, conversions, change of use). The tables provide standards for all appropriate land uses within the Use Classes under the Town & Country Planning (Use Classes) Order 1987 (as amended).

4.2.8 For most commercial and retail uses in Zone A zero car parking will be acceptable as this will encourage commuting workers, shoppers, and visitors to use the good sustainable travel options available in these locations. The public car parks in these locations will be available for those who choose to arrive by car.

¹¹ Manual for Streets (DfT, 2007)

Parking standards by Use Classes

Table 3 B2: General industrial Use for any industrial process (excluding incineration purposes, chemical treatment or landfill or hazardous waste).

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
Zone A	1 / 100 m ²	Servicing Management Agreement HGV: 1 / 500 m ² minimum of 1 space	Secure covered (staff): 0.35 / 100 m ² Public (visitor/staff overflow): 0.2 / 100 m ²	To be agreed with LPA	Nil: use public car parking
Zone B	1 / 100 m ²	As above	As above	As above	1.5% of car spaces
Zone C	1.5 / 100 m ²				
Zone D	1.75 / 100 m ²				

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Table 4 B8: Storage and distribution Not open to the public. This class includes open air storage.

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
All Zones	0.5 / 100 m ²	Servicing Management Agreement HGV: 1/250 m ² minimum of 1 space	Secure covered (staff): 0.2/ 100 m ² Public (visitor/staff overflow): 0.1 / 100 m ²	To be agreed with LPA	1.5% of car spaces

Table 5 C1: Hotels and guest houses Hotels, boarding and guest houses - where no significant element of care is provided (excludes hostels).
Figures apply to resident facilities only; non-resident facilities are treated separately.

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
Zone A	0.5 per bed	To be agreed with LPA	Secure covered (staff): 0.15 / bedroom Public (visitor/staff overflow): 0.05 / bedroom	0.05 / bedroom	1.5% of car spaces
Zone B	0.75 per bed				
Zone C	1 per bed				
Zone D	1 per bed				

C2: Residential institutions

Residential care homes, hospitals, nursing homes, boarding schools, residential colleges and training centres.

Table 6 C2: Hospitals, C2: Schools and colleges and C2A Secure residential institutions

For detention centres, short term holding centres, secure hospitals, secure local authority accommodation etc please contact local planning authority.

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
All zones	0.25 / full time equivalent (FTE) staff + 0.25/bed + provision for mobility scooters	To be agreed with LPA To include facilities for: loading, drop-off/pick-up, ambulance	Secure covered (staff): 0.2/FTE staff Public (visitor/staff overflow): 0.05/ bed	Minibus to be agreed with LPA	1.5% of car spaces

Table 7 C2: Nursing and care homes

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
All zones	0.25 / full time equivalent (FTE) staff + 0.25/bed + provision for mobility scooters	To be agreed with LPA To include facilities for: loading, drop-off/pick-up, ambulance	Secure covered (staff): 0.2 / FTE staff Public (visitor/staff overflow): 0.05 / bed	Minibus to be agreed with LPA	1.5% of car spaces

Table 8 C2: Sheltered housing (specialist elderly person's accommodation)

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
All zones	0.25 / full time equivalent (FTE) staff + 0.25/bed + provision for mobility scooters	To be agreed with LPA To include facilities for: loading, drop-off/pick-up, ambulance	Secure covered residential (resident/staff): 0.15 / FTE staff + Public (visitor) 0.05 / bed	Minibus to be agreed with LPA	1.5% of car spaces

C3: Dwellings In Tables 9 and 10 residential parking requirements are set out by habitable rooms (HR). A habitable room is defined by the census as “the number of rooms in a household’s accommodation”. The term “does not include bathrooms, toilets, halls or landings, or rooms that can only be used for storage”.

Table 9 C3: Flats

Number of habitable rooms (bedroom equivalent)	Cars: residents and visitor				Loading and servicing	Cycle spaces all zones (minimum of one stand)	Minibus/coach	PTW all zones
	Zone A	Zone B	Zone C	Zone D				
1-2 HR (studio/1 bed)	0	0	1	1	To be agreed with LPA	Secure covered residential: 1 / unit Public (visitor): 0.1 / unit	Minibus to be agreed with LPA	add 1.5% of car spaces
3 HR (2 bed)	0	0	1	1				
4 HR or more (3 bed+)	0	1	2	2				

Table 10 C3: Houses

Number of habitable rooms (bedroom equivalent)	Cars: residents and visitor				Loading and servicing	Cycle spaces all zones (minimum of one stand)	Minibus/coach	PTW all zones
	Zone A	Zone B	Zone C	Zone D				
1-2 HR (1 bed)	0	0	1	1	To be agreed with LPA	Secure covered residential: 1 / unit Public (visitor): 0.1 / unit	Minibus to be agreed with LPA	add 1.5% of car spaces
3 HR (2 bed)	0	1	1	1				
4 HR (3 bed)	0	1	2	2				
5 HR or more (4 bed+)	0	1	2	2				

Table 11 C3: Holiday accommodation (holiday flats, self-catering apartments and serviced apartments)

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
All zones	1 per unit	To be agreed with LPA.	Secure covered residential: 1 / unit Public (visitor): 0.1 / unit	Minibus to be agreed with LPA	1.5% of car spaces

Table 12 C4: Houses in multiple occupation Use of a dwellinghouse by 3-6 residents as a 'house in multiple occupation' (HMO) NB: Large HMOs (more than 6 people) are unclassified therefore sui generis

	Cars: residents and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
All zones	1 per HMO	To be agreed with LPA.	Secure covered residential: 0.5 / habitable room Public (visitor): 0.01 / habitable room	Minibus to be agreed with LPA	1.5% of car spaces

Class E: Commercial, business and services (principally to visiting members of the public)

Shops, financial and professional services, restaurants, and cafés, gyms, health centres, crèches, nurseries and indoor sports/recreation facilities.

Table 13 Class E: Clinics, health centres, doctors, dentists, vets

	Cars: staff and visitor	Loading and servicing	Cycle spaces all zones (minimum of one stand)	Minibus/coach	PTW
Zone A	1 / treatment room	To be agreed with LPA	Public (visitor/staff): 0.5 / treatment or consulting room	To be agreed with LPA	1.5% of car spaces
Zone B	2 / treatment room				
Zone C	2 / treatment room				
Zone D	3 / treatment room				

Table 14 Class E: Crèches/day nurseries

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
Zone A	0.1 / full time equivalent (FTE) staff	Servicing Management Agreement to include student pick-up/drop-off	Crèches/day nurseries: Secure covered: covered: 0.15 / FTE staff Public (visitor): 0.05 / FTE staff	To be agreed with LPA	1.5% of car spaces
Zone B	0.3 / FTE staff				
Zone C	0.4 / FTE staff				
Zone D	0.6 / FTE staff				

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Table 15 Class E: Indoor sports halls

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
Zone A	2 / 100 m ²	To be agreed with LPA	Public (visitor/staff): 0.07 / persons	To be agreed with LPA	Nil: use public car parking
Zone B	3 / 100 m ²	As above	As above	As above	1.5% of car spaces
Zone C	4 / 100 m ²				
Zone D	4.5 / 100 m ²				

Table 16 Class E: Offices and businesses Including financial services such as banks and building societies, professional services (other than health and medical services) and estate/employment agencies.

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
Zone A	Nil: use public car park	Servicing Management Agreement HGV: 1 / 500 m ² minimum of 1 space	Secure Covered (staff): 1.0/100 m ² Public (visitor/staff): 0.2 / 100 m ²	To be agreed with LPA	Nil: use public car parking
Zone B	1 / 100 m ²	As above	As above	As above	1.5% of car spaces
Zone C	2 / 100 m ²				
Zone D	2.5 / 100 m ²				

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Table 17 Class E: Restaurants and cafes For the sale of food and drink, for consumption on the premises.

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
Zone A	Nil: use public car park	Servicing Management Agreement HGV: 1 / 500 m ² minimum of 1 space	Public (visitor/staff): 1.5 / 100 m ²	To be agreed with LPA	Nil: use public car parking
Zone B	1 / 100 m ²	As above	As above	As above	1.5% of car spaces
Zone C	3 / 100 m ²				
Zone D	4 / 100 m ²				

Table 18 Class E: Retail Shops, food stores, retail warehouses, hairdressers, travel & ticket agencies, post offices, pet shops, sandwich bars, showrooms, domestic hire shops, dry cleaners, funeral directors.

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
Zone A	Nil: use public car park	Servicing Management Agreement HGV: 1 / 1000 m ² minimum of 1 space	Public (visitor/staff): 1.5 / 100 m ²	To be agreed with LPA	Nil: use public car parking
Zone B	1 / 100 m ²	As above	As above	As above	1.5% of car spaces
Zone C	3 / 100 m ²				
Zone D	4 / 100 m ²				

Class F.1: Learning and non-residential institutions (buildings regularly in wider public use)

Schools, art galleries, museums, libraries, public halls, places of worship, church halls, law courts. Non-residential education and learning facilities.

Table 19 F.1: Conference centres

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
Zone A	Nil: use public car park	To be agreed with LPA	Public (visitor/staff): 0.07 / persons	To be agreed with LPA	Nil: use public car parking
Zone B	0.1 / seat	As above	As above	As above	1.5% of car spaces
Zone C	0.2 / seat				
Zone D	0.2 /seat				

Table 20 F.1: Higher education (HE) and further education (FE) facilities

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
Zone A	0.1 / full time equivalent (FTE) staff	Servicing Management Agreement to include student pick-up/drop-off	FE & HE pupils: secure covered: 0.5 / student	To be agreed with LPA	1.5% of car spaces
Zone B	0.3 / FTE staff		FE & HE staff: secure covered: 0.15 / FTE staff		
Zone C	0.4 / FTE staff		Public (visitor): 0.05 / FTE staff		
Zone D	0.6 / FTE staff				

Table 21 F.1: Public libraries, churches, art galleries, museums, places of worship, law courts, public exhibition halls

	Cars: staff and visitor	Loading and servicing	Cycle spaces all zones (minimum of one stand)	Minibus/coach	PTW
Zone A	2 / 100 m ²	To be agreed with LPA	Public (visitor/staff): 1.2 / 100m ²	To be agreed with LPA	1.5% of car spaces
Zone B	3 / 100 m ²				
Zone C	4 / 100 m ²				
Zone D	5 / 100 m ²				

Table 22 F.1: Schools

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
Zone A	0.1 / full time equivalent (FTE) staff	Servicing Management Agreement to include student pick-up/drop-off	Primary pupils*: secure covered: 0.1 / student Primary staff secure covered: 0.15 / FTE staff Public (visitor): 0.05 / FTE staff Secondary pupils: secure covered: 0.25 / student Secondary staff: secure covered: 0.15 / FTE staff Public (visitor): 0.05 / FTE staff Crèches/day nurseries: secure covered: covered: 0.15 / FTE staff Public (visitor): 0.05 / FTE staff	To be agreed with LPA	1.5% of car spaces
Zone B	0.3 / FTE staff				
Zone C	0.4 / FTE staff				
Zone D	0.6 / FTE staff				

* Micro scooter storage is also required for primary schools: 0.1/student

Class F.2 local community uses (used principally by the local community)

Small local shops and community halls, outdoor leisure/sports, indoor or outdoor swimming pools, or skating rinks.

Table 23 Class F.2: Community halls

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
Zone A	2 / 100 m ²	To be agreed with LPA	Public (visitor/staff): 0.07 / persons	To be agreed with LPA	Nil: use public car parking
Zone B	3 / 100 m ²	As above	As above	As above	1.5% of car spaces
Zone C	4 / 100 m ²				
Zone D	4.5 / 100 m ²				

Table 24 Class F.2: Retail Shops up to 280sqm selling essential goods, including food, and at least 1km radius from another similar shop.

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
Zone A	Nil: use public car park	Servicing Management Agreement HGV: 1 / 1000 m ² minimum of 1 space	Public (visitor/staff): 1.5 / 100 m ²	To be agreed with LPA	Nil: use public car parking
Zone B	1 / 100 m ²	As above	As above	As above	1.5% of car spaces
Zone C	3 / 100 m ²				
Zone D	4 / 100 m ²				

Table 25 Class F2: Stadia

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
Zone A	0.02 per spectator	To be agreed with LPA	Public (visitor/staff): 0.07 / spectator.	1 / 120 spectators to be agreed with LPA	Nil: use public car parking
Zone B	0.03 per spectator	As above	As above	As above	1.5% of car spaces
Zone C	0.05 per spectator				
Zone D	0.07 per spectator				

Sui Generis

Certain uses do not fall within any use class and are considered 'sui generis'. Such uses include student accommodation, theatres, hostels providing no significant element of care and scrap yards. Petrol filling stations and showrooms selling and/or displaying motor vehicles. Wholesalers, nightclubs, launderettes, taxi businesses, amusement centres and casinos. For such developments not listed, please contact the local planning authority.

Table 26 Sui generis Drinking establishments Public houses, wine bars or other drinking establishments (but not night clubs).

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
Zone A	Nil: use public car park	Servicing Management Agreement HGV: 1 / 500 m ² minimum of 1 space	Public (visitor/staff) 1.5 / 100 m ²	To be agreed with LPA	Nil: use public car parking
Zone B	2 / 100 m ²	As above	As above	As above	1.5% of car spaces
Zone C	4 / 100 m ²				
Zone D	6 / 100 m ²				

Table 27 Sui generis Garage showrooms

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
Zone A	0.2 / 100 m ²	To be agreed with LPA	0.1 / 100 m ²	To be agreed with LPA	1.5% of car spaces
Zone B	0.25 / 100 m ²				
Zone C	3 / 100 m ²				
Zone D	5 / 100 m ²				

Table 28 Sui generis Garage workshops

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
Zone A	1 / 100 m ²	To be agreed with LPA	0.1 / 100 m ²	To be agreed with LPA	1.5% of car spaces
Zone B	1.5 / 100 m ²				
Zone C	2 / 100 m ²				
Zone D	2.5 / 100 m ²				

Table 29 Sui generis: Hot food takeaways For the sale of hot food for consumption off the premises.

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
Zone A	Nil: use public car park	To be agreed with LPA	Public (visitor/staff): 1.5 / 100 m ²	To be agreed with LPA	Nil: use public car parking
Zone B	1 / 100 m ²	As above	As above	As above	1.5% of car spaces
Zone C	4 / 100 m ²				
Zone D	6 / 100 m ²				

Table 30 Sui generis Large houses in multiple occupation (HMOs) (more than 6 people)

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
All zones	1 per HMO	To be agreed with LHA	Secure covered residential: 1 / habitable room Minimum 1 space Public (visitor): 0.01 / habitable room	Minibus to be agreed with LHA	1.5% of car spaces

Table 31 Sui generis Student accommodation

Purpose-built student accommodation is defined as a 'hall of residence' with typically a cluster-flat arrangement, usually a warden facility and other communal facilities, such as shared kitchens and bathrooms¹².

	Cars: residents and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
Zone A	Nil: use public car park	To be agreed with LPA	Secure Covered Residential: 1 / unit Public (visitor): 0.1 / unit	To be agreed with LPA	1.5% of car spaces
Zone B	Nil: use public car park				
Zone C	Nil: use public car park				
Zone D	1 per unit				

¹² In the case of student accommodation, suitable car club provision will be considered an acceptable alternative to on-site car parking.

Table 32 Sui generis Theatres, cinemas, concert halls, bingo halls, and dance halls

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
Zone A	Nil: use public car park	To be agreed with LPA	Public (visitor/staff): 0.07 / persons	To be agreed with LPA	Nil: use public car parking
Zone B	0.1 / seat	As above	As above	As above	1.5% of car spaces
Zone C	0.2 / seat				
Zone D	0.2 / seat				

Table 33 Sui generis Wholesalers open to the public

	Cars: staff and visitor	Loading and servicing	Cycle spaces (minimum of one stand)	Minibus/coach	PTW
Zone A	0.5 / 100 m ²	To be agreed with LPA	0.1 / 100 m ²	To be agreed with LPA	1.5% of car spaces
Zone B	1 / 100 m ²				
Zone C	1.5 / 100 m ²				
Zone D	2 / 100 m ²				

4.3 Variation from the parking standards

4.3.1 The Local Development Plan provides the policy basis for determining planning applications. The council will expect proposals to incorporate all requirements and measures to mitigate harmful impacts on the wider transport network.

4.3.2 If there is any departure from the standards set out in this SPD, such as providing a shortfall or overprovision of parking, this will require robust and evidence-based justification to vary the parking requirements. The council can also request an assessment on individual sites of local parking and traffic conditions, in order to consider the risks to highway safety as a result of the proposed variation.

4.3.3 A parking survey and assessment of the level of 'parking stress' (number of parked vehicles as a percentage of the number of standard available parking spaces) is a preferred method of analysis. An on-street parking stress surveys and assessment will be required at the council's discretion in order to assess the potential magnitude the displacement impact (if any) would have on the parking stress on the nearby streets, and consequently how the impact (if any) from the displacement onto the highway will be mitigated. Further guidance is available in the council's Parking Survey and Assessment Note in Appendix C.

5 Other considerations

5.1 Loading and servicing

5.1.1 Loading and servicing can impact the efficiency of on-site operations, road safety, congestion levels on surrounding roads and the amenity of the area.

5.1.2 Loading and servicing requirements may be unique to a site. Activities should be arranged to minimise, while aiming to avoid and adverse impacts on the site and surrounding areas. Where loading and servicing provision is required, clear signs must be provided to avoid being utilised as an overflow parking area for cars.

5.1.3 Development proposals should make provision for loading and servicing activities as follows:

- Demonstrate that loading and servicing activities for the site can occur without disruption to pedestrians, cyclists and vehicles; both on and off the site.
- Where no designated areas/bays are provided on-site for loading and servicing activities, the applicant must demonstrate the procedure of loading and servicing. This can be presented in a delivery servicing plan, or parking management plan.

5.1.4 In considering planning applications, the council will control the hours of delivery and/or define routes for delivery activities. This reinforces the council's aim of minimising intrusion and disturbance and/or limiting the impact of deliveries on the road network. Out of peak hours, deliveries are the default for all loading and servicing arrangements within Zone A and Zone B.

5.1.5 As demand for last-mile deliveries grows the council recognises the need for freight consolidation and consolidation centres. To support this the council encourages the use of newer and quieter

delivery vehicles, particularly e-cargo bikes, as well as collaboration between logistic providers.

5.1.6 Further advice on service vehicle provision can be found in the Freight Transport Association's publication "Designing for Deliveries".

5.2 Shared parking

5.2.1 Shared use may result in a reduction of the number of parking spaces, which will be considered on a site by site basis.

5.2.2 Conflict should not occur so long as the shared use developments operate at differing times of day or days of the week, unless the development is considered ancillary to other activities. For example, food and drink within a retail area.

5.3 Mobility scooters

5.3.1 Consideration should be given to safe covered storage and charging points for mobility scooters, electric wheelchairs and similar mobility aids. This is especially important when designing retirement or warden-controlled developments.

5.4 Coaches and minibuses

5.4.1 Developments that are likely to generate coach traffic must provide appropriate off-street parking facilities for the stopping, setting down and picking up of passengers. Appropriate turning facilities (avoiding the requirement for coaches to reverse in or out of a site where possible, taking into consideration highway and pedestrian safety) should also be provided.

5.4.2 In cases where designated bus bay pick-up/drop-off is considered acceptable, it should ensure adequate space for entry and exit tapers.

5.5 Car clubs and car sharing

5.5.1 A car club allows members to hire a car on an hourly basis for occasional short-term use. Membership of a car club removes the costs of vehicle purchase, parking permits, vehicle excise duty, MOT, maintenance and insurance.

5.5.2 When effectively managed, car clubs have been shown to reduce car ownership, and particularly ownership of second cars. This can help to reduce traffic and parking pressure. Therefore, the council wishes to promote the use of accredited car clubs. BCP Council has an existing car club network in place, therefore new developments that include a car club would be expected to join the council's preferred supplier. A TRO will be required for any on-street car club bays.

5.5.3 Nationally, lessons¹³ have been learned regarding how to operate successful car clubs. Several key elements are recognised as being crucial to the success of car clubs:

- high density housing
- commercial users
- parking restrictions
- property development
- supportive Local Authority
- designated on-street parking bay(s)



Figure 29 Car club bay

5.5.4 The location of car clubs is crucial to their success. Large commercial users facilitate the use of the car club during the daytime. This occurs when residents are at work, with residents who use the vehicles mainly in evenings and weekends. This ensures commercial viability of the car club and its long-term sustainability.

5.5.5 Car clubs function efficiently by complementing other sustainable travel modes rather than acting as a standalone solution. Therefore, car clubs will generally be supported for developments within the Main Centres and Local Centres (Zones A and B), ensuring that viability can be demonstrated. In the right location car clubs can be used alongside provision for active travel and strong parking restrictions to enable lower car ownership and use. However, car clubs should not be primarily used to overcome a parking shortfall. Further advice is available from the [CoMo](#) website.

5.5.6 Car sharing can be an effective way of reducing single person car trips. It considers those who do not feel that walking, cycling or public transport is a viable alternative mode.

5.5.7 Provision of car sharing bays should be based on forecast modal splits

¹³ Car-Clubs-in-New-Developments (CoMo, 2016)

associated with the development. This could be based on a variety of assessment methodologies. For example, surveys carried out as part of the travel plan process, the TRICS trip generation and analysis database, employer held data on employee travel behaviour, or journey to work census data.

5.5.8 The provision of car sharing bays should be in a preferential location, usually within proximity to the site entrance. Such bays should be provided from the outset, as travel patterns can struggle with change once they have become established. Car share bays are not counted as additional spaces and should be clearly marked as being for car share use only.

5.5.9 To ensure the success of the car sharing scheme, details must be provided to state how car sharing bays are expected to be managed. For example, organisations may wish to organise a bespoke scheme or buy into an existing car share scheme.

5.5.10 The benefits to employers from promoting car sharing can be significant, resulting in less land required for car parking.

5.6 Holiday accommodation

5.6.1 Holiday accommodation such as holiday flats, self-catering apartments and serviced apartments often experience difficulties with their parking needs.

5.6.2 Conflict is most common when holiday accommodation is proposed alongside residential development. This is due to the irregular occupancy and the lower turnover of parking spaces that holiday accommodation exhibits.

5.6.3 Where residential accommodation and holiday accommodation are proposed as part of the same development (or site), the council expects

parking provision for holiday accommodation. Requirements include being on-site, on an allocated basis, grouped together and annotated as specifically for use of the holiday accommodation units only.

5.7 Drainage

5.7.1 Residential car parking can contribute to sustainable water management. Appropriate design ensures that surfaces are permeable and help to reduce the overall impact of development on the wider environment, thus enabling it to be available for use at all times. Such sustainable urban drainage systems (SuDS) are expected in accordance with the council's adopted SuDS policy.

5.7.2 Rain gardens and swales are particularly encouraged in parking applications. The motivation is to soften the impact of large areas of blacktop often associated with parking. Similarly, tree planting is expected, and permeable paving may be suitable in some circumstances.

5.7.3 Any proposed SuDS must take into account a range of guidance. For example, Environment Agency guidance, and any published Local Strategic Flood Risk Assessment and provide appropriate arrangements for their future maintenance. Within 400m of cliff tops and steep slopes, there is a presumption against the use of soakaways. As a result, alternative measures will be required.

5.7.4 Where a new vehicular access is proposed, provision should be made in the design of the accessway. This can ensure that no surface water or loose material drains/spills directly from the site onto the highway.

5.8 School Streets

- 5.8.1 School Streets involve temporarily closing one or more roads surrounding a school. The roads can become pedestrian and cyclist only zones at set times in the morning and afternoon during term time (not including bank holidays). During these restricted times, motor vehicles are not permitted to enter the street during the specified times. Valid exemptions will be considered in exceptional circumstances.
- 5.8.2 Any vehicle already inside the School Street Zone when the restriction begins will be able to leave without penalty. Emergency services, residents, businesses and blue badge holders are exempt from the restriction.
- 5.8.3 The council supports the principle of School Streets. The council particularly encourages their usage when developing new school and existing schools. This can significantly increase the pupil numbers who walk and cycle to school.

5.9 Controlled Parking Zones (CPZs) and Residents Parking Schemes (RPS)

- 5.9.1 A Controlled Parking Zone (CPZ) is an area where parking regulations have been introduced to deal with various parking problems. Designated parking bays are provided with signs indicating their use. Yellow line restrictions – single and double – apply outside the designated bays. Resident Parking Schemes (RPS) are similar to a CPZ, although only apply to individual streets.
- 5.9.2 Controlled parking is a useful way of ensuring that the needs of stakeholders are efficiently managed for the benefit of all. Controlled parking reduces traffic and congestion for residents. It can allow the flow of traffic and emergency vehicles through streets with high levels of parking demand. It is also used by businesses to provide efficient deliveries and

servicing. Controlled parking also encourages shoppers and visitors to support local businesses.



Figure 30 Parking restriction signage

- 5.9.3 Where developments are provided with very low or zero parking provision, it may be necessary to ensure that future residents do not have access to resident permits. However, special consideration is available for those in specific criteria such as disabled users. This is secured via a legal agreement as part of the planning application.
- 5.9.4 The council is considering implementing appropriate parking controls such as CPZs to prevent inappropriate parking taking place, particularly at the boundaries between parking zones. For certain developments, existing parking controls could be enlarged, or alternatively new parking controls can be created. This can help to ensure that the development remains car free. These would be secured via a legal agreement as part of the planning process.

5.10 Visibility at accesses

5.10.1 The visibility splays at junctions and site accesses must ensure that there is adequate inter-visibility between vehicles on the major and minor arms. Key factors in determining visibility requirements include traffic speeds, traffic volumes and road configuration on the major road.

5.10.2 For drivers, visibility is required at accesses to allow safe and efficient egress from a junction. This should be based on vehicle speeds on the major road and the relevant stopping sight distances (SSDs) for those vehicles. Research into SSDs for cars derived the appropriate SSDs (in metres) for streets.¹⁴

Main Road Speed (mph)	10	15	20	25	30	37
Stopping sight distance (m) (adjusted for bonnet length)	11	17	25	33	43	59

5.10.3 Increased SSD distances to the above may be required in certain circumstances:

- where the major arm approach road has steep gradients affecting vehicle stopping speed.
- where there are significant traffic flows of buses or heavy goods vehicles (5% or more of total flow). These vehicles have different stopping characteristics to cars.

5.10.4 When a vehicle stops at a junction, the driver position is typically 2.4m back from stop line (or highway kerb for site accesses). Therefore, an “X” distance requirement of 2.4m measured into the minor access should be applied when measuring visibility of vehicles on the main road (as shown in Figure 31).

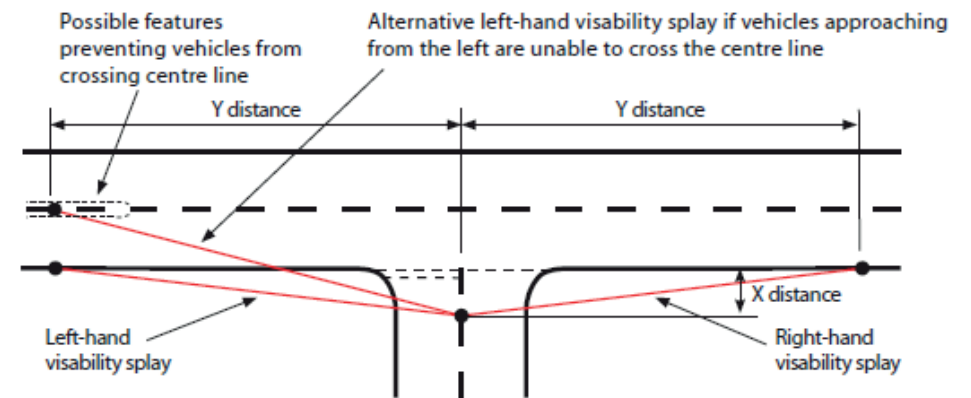


Figure 31 Junction visibility

5.10.5 If an “X” distance of less than 2.4m is used, the front of some vehicles will have to protrude into the carriageway of the main road. This allows the driver to view traffic on the main road. It is likely to cause increase dangers for vehicles, particularly on busy roads and for motorcycles. Additionally, wide vehicles and cyclists who may travel close to the kerb or where narrow major road lanes exist, forcing vehicles towards the kerb line.

5.10.6 A relaxation of the “X” distance down to 2m may be allowed where the major arm characteristics are:

- slow speed (less than 25mph)
- lightly trafficked (less than 2000 vehicles per day)
- there are no cycle or bus lanes.

5.10.7 Visibility splays should be kept clear of obstruction above 0.6m in height, measured from the adjoining highway level. However, some features, including standalone trees, may be accepted within splay areas provided as they do not create significant blind spots.

Caution must be exercised where developments propose visibility distances less than the recognised design guideline “X” and “Y” distances as stated above.

5.10.8 Traffic accident statistics within the BCP area (2014-2018) reveal that 31% of accidents occur at priority junctions (excluding traffic signal and roundabout junctions¹⁵). Allowing junctions that do not have the appropriate visibility will add to the factors that may increase junction accidents. Therefore, it is expected that new accesses will comply with the above visibility requirements.

5.10.9 The safety and convenient movement of pedestrians should be a priority in new developments. Drivers emerging from accesses must give priority to people on the footway. Pedestrian visibility should be considered at all vehicular crossovers, where vehicles cross the footway to gain access to a property. This is particularly important in areas of high pedestrian movement, or where there is a significant likelihood of children crossing the access. Consequently, pedestrian visibility splays should be provided.

¹⁵ BCP Council Road Safety Statistics (BCP, 2020)

5.11 Road adoption

5.11.1 Where roads will serve new developments of five or more, streets will be required to be constructed to an adoptable standard.

5.11.2 Streets that are not constructed to an adoptable standard deny residents the benefit of being served by an adopted street. For example, appropriate drainage, street lighting, surfacing materials, maintenance and service vehicle access. Residents of private streets can require the council to collect their refuse, which proves problematic within poorly designed streets.

5.11.3 Residential streets, whether to be adopted by the Highway Authority or not, should be designed to ensure low vehicle speeds and should place pedestrian movement as highest priority.

5.12 Street design

5.12.1 As getting the street layout right results in a well-functioning development and a better place to live the council expects new street design to accord with national best practice guidance on the subject¹⁶.

5.12.2 Opportunities for inappropriate parking should be designed out of schemes, as far as possible. Providing sufficient designated on-street parking spaces in the right locations will assist in reducing the instances where residents feel the need to park on footways or verges. However, inappropriate parking should also be prevented through the design of the street. A range of street elements, such as carriageway widths, street furniture and planting, (including trees and groundcover planting), can be manipulated to constrain or direct parking.

5.12.3 Street layouts and materials used must consider future maintenance liabilities. However, this should not deter innovation in development to achieve the required pedestrian friendly, slow speed environments. Carriageway should continue to not dominate, while facilitating the movement of service vehicles.



Figure 32 Street design example: Poole Quarter (2020)

Appendix A

Disabled parking

Disabled car parking spaces should be located close to the main pedestrian entrance.

The number of spaces required for disabled motorists for both residential and non-residential development are presented below.

Non-residential development*

Use	Standard
Employment and business premises, including educational establishments.	Up to 200 bays: Individual bays for each disabled employee plus 2 bays or 5% of total capacity whichever is greater. Over 200 bays: 6 bays plus 2% of total capacity.
Shopping, recreation and leisure.	Up to 200 bays: 3 bays or 6% of total capacity whichever is greater. Over 200 bays: 4 bays plus 4% of total capacity.

Residential development*

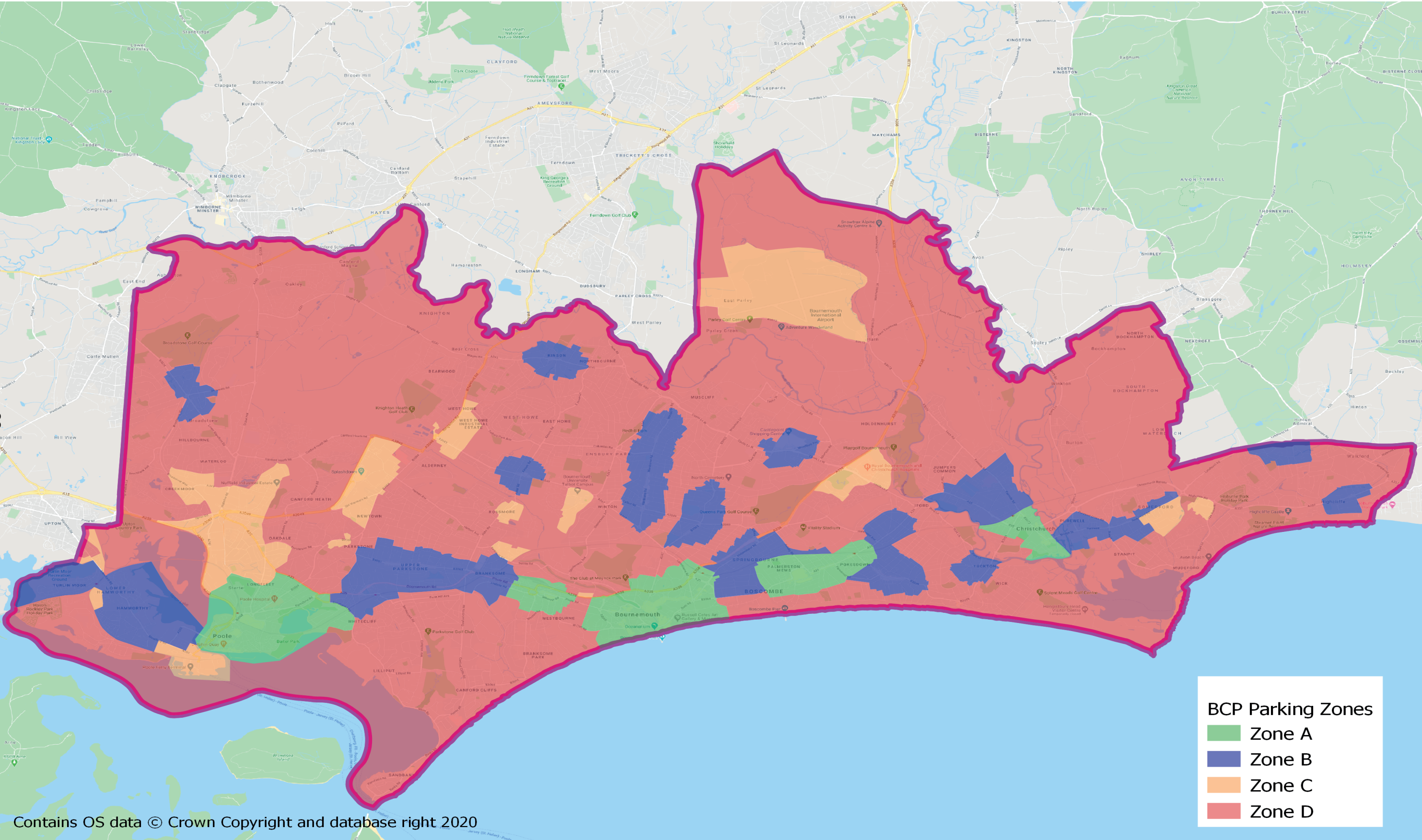
5% of spaces (with a minimum of 1 space) should be able to adapt, in order to meet the requirements of a disabled space, should a disabled person require its use in the future.

*Notes

A larger proportion of spaces may be required at facilities where a higher proportion of users or visitors with disabilities will be expected. For example, medical, health and care facilities.

Where the number of vehicle parking bays are less than 10, the LPA will consider the disabled parking provision on a case by case basis, considering the availability of disabled parking in the vicinity.

Appendix B BCP Council Parking Zones map



Appendix C(i) Residential parking assessment guidance

This appendix outlines the requirements and the format for a parking survey and assessment. This applies to new residential development where on-street car parking is predominately uncontrolled. A parking survey and assessment is not considered appropriate in controlled parking areas. For other types of development, the applicant should submit a proposed survey methodology and justification to the council for written approval prior to undertaking the survey. For employment developments, the size of the survey area should correspond to the scale of the development and the likely distance the employees may be prepared to walk between the site and their vehicle.

Background/supporting information

8 The council is concerned about any potential impact new developments may have with less than optimum parking on site and competition for existing on-street parking. Inconsiderate parking can also lead to harm and adverse impact on highway safety. New developments can cause disputes between neighbours over parking.

Where developers wish to provide a different level of parking on-site than recommended by the SPD, a parking survey and assessment of 'Parking Stress' (parked vehicles as a percentage of the number of standard available parking spaces) will be required to form part of a design-led approach to parking.

The length of a parking space for this purpose is to be extracted as the standard length of 6m. However, it is acknowledged that vehicles may park at less than 6m intervals, in which case the existing level of parking stress may be found to exceed 100%. Figures of more than 100% are not to be used for proposed development.

Unless a robust justification can be made (eg circumstances or measures which would be in place to permanently limit the need for parking), overall proposed levels of parking stress within 100m of a development with greater than 90% will not normally be acceptable.

Methodology and techniques for parking survey and assessment

Where the applicant proposes to use off-site parking facilities to meet the development demand, a parking survey and assessment shall accompany an application. The LPA will consider this when responding to the application. Given the level of interest in parking by residents, it is also important that the parking survey and assessment is available at the time of consultations on planning applications. Therefore, it should be submitted with applications at the registration stage unless otherwise agreed with the LPA.

It is not acceptable and may be regarded as unreasonable to leave the undertaking of a parking survey and assessment until after submission of an application or to address parking reasons for refusal.

The parking survey and assessment should demonstrate that the impact that any off-site parking has been considered as part of the development design process for proposed developments. It also assists in determining whether the parking provision for the development would be acceptable or whether further mitigation measures are required.

A completed assessment may not necessarily address every concern of the LPA. For example, where there is a likelihood of inconsiderate parking, or where increased interaction would arise between pedestrians and vehicles (eg. on a pedestrian demand line or walking route between parking and the development). Additionally, the assessment should cover the condition of highway safety including, where relevant, an analysis of accidents in accordance with current good practice.

This is not an exhaustive description of parking impacts on the public realm or the scope of transport related work which may be necessary for an application.

An on-street parking survey and assessment is a necessary component of transport assessment work, or a supporting statement, for a development which expects to impact on-street parking.

Requirements for parking survey and parking assessment:

1. Description of existing and proposed features that will reduce the need for parking surrounding the development. This includes features that assist accessibility, such as high frequency public transport and proximity of facilities (eg. further education) linked to occupants of the development, car ownership of occupants, car sharing schemes, travel plans.
2. Details of any proposed arrangement to provide or share parking in conjunction with any other development or off-street parking facility is required on the red line of the application plan.
3. Identification of any need for the introduction or amendment of a Traffic Regulation Order (TRO). This considers on-street parking, road safety maintenance, or traffic movement. TROs are subject to consultations and are a separate process from planning applications. It is recommended that a TRO (if required) should be requested in parallel with the planning application. A separate fee may be payable and consent to create a TRO cannot guarantee planning consent, and vice versa.
4. Certain locations are susceptible to higher recurring parking demand at times not covered by the survey, for example seasonal demand from tourism or nearby events. This should be considered with the assessment and the applicant should identify/survey the coincidental peak periods.
5. A plan may appear in the form of a dimensioned sketch, scale plan or aerial photograph subject to copyright. Detailed annotations should indicate private accesses, on-street parking bays, unmarked roadside parking, waiting restrictions less than 24 hours (single yellow lines), and public car

parks up to 0-50m and 50-100m distance from the development. The plan should also indicate differently all unsuitable locations for parking within these distances. A list of unsuitable location examples is contained within Appendix C(ii).

6. Where additional on-street parking would reduce the width to less than required for normal two-way traffic, the plan should demonstrate the corresponding hourly traffic flows separated into light and medium/heavy vehicles. If no traffic survey is available, flows can be based on sample observations during the busiest parking period(s). For this purpose, medium/heavy vehicles are defined as vans wider than a car, all lorries and buses. Vehicles, including emergency vehicles, must be able to gain access and be able to pass in opposite directions. This is necessary in accordance with dimensions provided by Manual for Streets (DfT, 2007) or any subsequent replacement guidance.
7. The choice of survey days should take account of location and existing nearby development. For example, in proximity to public amenities or retail areas, parking may be busiest on Saturdays, while Sundays can be busiest in residential areas. In areas used by students, surveys should be carried out in term time. In areas near hotel and guest houses, surveys should ideally take place in high season or be adjusted to account for seasonal variations.
8. Near places of employment and public facilities, parking may be busiest during working hours on weekdays. Near schools, parking may be busiest before the start and end of the school day, although the associated peak period may be of short duration. Surveys should be arranged to capture the maximum number. Maximum demand and competition for spaces by residents and visitors can occur in the overnight period, especially at weekends.

9. Where a development is predicted to give rise to demand for on-street parking amounting to 10% or less of the number of standard spaces within 0-50m, it will normally be acceptable to provide single beat surveys at the following times:
 - i) The busiest period within the 18-hour day
6am – midnight on a weekday
 - ii) The busiest period within the 18-hour day
6am – midnight on a weekend
 - iii) The busiest overnight 10pm – 6am period
10. Where the level of on-street parking expected from the development would exceed 10% of the number of standard spaces within 0-50m, three survey beats should be undertaken at hourly intervals in each of the busiest weekday and weekend periods. Additionally, a single beat survey in the busiest overnight period on two consecutive nights. Thus, in these circumstances, there would be 8 survey beats.
11. The onus is on the applicant to justify the busiest days and time periods for parking. It is recommended that applicants consult with the council in advance of the dates and times of intended surveys and any special considerations, via the formal pre-application consultation process.
12. Surveys and assessments should not be more than 12 months old at the date of application.
13. The council is not liable for loss or injury occurring as a result of parking surveys. Applicants are not agents of the council in undertaking parking surveys on the highway or in car parks. Applicants must seek permission before entering any privately-operated public car park. Applicants and persons engaged by them are responsible for their actions. Only appropriately trained and insured persons should undertake surveys, and in a safe and considerate manner.
14. The preferred way to assess parking conditions is to calculate parking stress by distance band and length of road. A high result can reveal where

current or resultant parking is too close, or potentially inconsiderate or obstructive.

15. It is not acceptable to simply count parked vehicles and spaces at un-notified times or without taking account of distance from the development or without assessing the number of spare whole standard parking spaces.
16. The off-site parking demand (the difference between optimum parking demand and on-site provision) must be deducted from the number of spare parking spaces. This is achieved by assigning as much as possible to the 0-50m distance band. The remainder should be assigned to the 50-100m band according to drivers' most likely choices. For this purpose, the number of parking spaces should be taken as the number of whole standard 6m long on-street spaces excluding unsuitable lengths. Off-site parking demand should be included in the same way for every committed or partly occupied development, up to 200m of this development. A partly occupied development is a development that is permitted but not occupied at the time of the survey. Off-site parking should be considered to the extent that it would affect the same parking locations as this development. A partly occupied development is a development that is permitted but not occupied at the time of the survey.
17. No account should be taken of parking spaces greater than 100m walking distance from the development.
18. The required parking survey and assessment table is provided in Appendix C(iii). A form should be accompanied by a plan and other details as stated above. A separate survey and assessment should be completed for each day, period and beat. An analysis and interpretation of the surveys and assessment should be undertaken by the applicant. It must summarise the impact of the effect upon on-street parking and, where necessary, set out any proposed mitigation measures.
19. An example of a parking survey and assessment is described in Appendix C(iv).

Appendix C(ii) Example of unsuitable locations for on-street parking

- Classified Roads where no existing parking provision is available or where it would result in an adverse impact on the movement or safety of pedestrians, cyclists or other traffic
- waiting restrictions at any time (double yellow lines)
- on any zigzag, keep clear or hatched road markings
- within stopping sight distance on all sides of a school crossing patrol point
- bus stops (for appropriate distances approaching and beyond the boarding point – subject to requirements of the local highway authority and bus operators)
- bus lanes (during hours of operation), cycle lanes and junction approach lanes
- within 15m of any speed cushion road hump where parking would prevent buses or ambulances straddling the hump
- parking bays reserved for permit holders (during hours of operation), disabled, taxis, doctors, etc
- dropped kerbs (for wheelchair/buggy use or vehicular access)
- over-run areas and other areas of carriageway required to enable large vehicles to turn
- entrances to premises where stopping to load/unload or set down/pick up passengers is frequent or necessary
- within 10m of a junction on an unclassified road and/or within 15m of a junction on a classified road
- controlled on-street parking areas
- where parking could impact on the condition of road safety for children, elderly or disabled people or cyclists who are frequent users of the road

Appendix C(iii) Recommended output for parking survey and assessment

This form should be accompanied by a plan and other details as required in the guidance. A separate survey and assessment should be completed for each day, period and beat. Add additional rows as necessary. Input data boxes are shaded green. Output data boxes are shaded yellow.

Parking Survey and Assessment for proposed development at:	<insert address of development>		
Day	Period Surveyed		
Busiest weekday*	Busiest period between 6am – midnight*		Overnight period 10pm – 6am*
Busiest weekend day*	*delete as appropriate		*delete as appropriate
Day/date of survey	Time of survey	Beat 1/2/3*	Name of surveyor
		*delete as appropriate	

See notes on following page	Location (a)	Overall length (b)	Length available for parking (c)	No of parking spaces (d)	Observed no of vehicles parked (e)	No of spare parking spaces (f)	Existing % parking stress (g)	Parking from this development (h)	Parking from other committed develop-ment (i)	New % parking stress (j)
		Insert survey data below						<insert number>	<insert number >	
0-50m from development										
TOTAL (within 50m)										
50-100m from development										
TOTAL (within 100m)										

Notes for parking survey and assessment form

- (a) Street name and from/to address number or car park name. Tabulate each length or time restriction (eg single yellow line) separately.
- (b) Length of kerb inclusive of unsuitable sections
- (c) (b) minus unsuitable lengths
- (d) Normally, (c) divided by 6m per space (nearest whole number below)

(e) Vehicles parked

- (f) (d) minus (e) or zero if result is negative
- (g) (e) divided by (d) expressed as a percentage
- (h) Optimum parking minus on-site parking provision, assigned to locations in order of proximity to the development.
- (i) Include on-street parking for all permitted but unoccupied development within 200/400m,

to the extent that it would affect the same locations as this development.

- (j) Sum of [(e) + (h) + (i)] divided by (d) expressed as a percentage. Results of over 100% (unless currently existing) for any length of parking within each distance band 90% may not be acceptable, and an overall result of more than 90% for all parking within 100m of the development will not normally be acceptable.

Appendix C(iv) Example of parking survey and assessment

A residential development is proposed on garden land at 14 Upway Road. The optimum number of unallocated parking spaces is nine, yet only six are proposed on site, leaving three to be found on street.

There is a committed development in Crossway 120m from this development which will give rise to 6 parked cars on the north side of Crossway. There is other public parking over 100m from the site, however this cannot be counted for use by this development.

There are currently waiting restrictions (no waiting at any time) on the junction radii between the two roads. A private access on the north side of Crossway with dropped kerbs over a length of 4 metres also exists. These road lengths are excluded from the availability of current on-street car parking. A sketch plan outlines the available parking within 50m and 100m of the site.

Within 50m of the site, there are suitable lengths for parking of 70m on the east and west sides of Upway Road and 30m on the north side of Crossway. This amounts to a total of 170m which is equivalent to 28 standard spaces in all. As a result, the on-street parking requirement of 3 spaces is equal to or less than 10% of the actual length of road available for parking within 50m. Therefore, single beat surveys are required at the busiest periods in the 18-hour day on a mid-weekday and weekend, plus an overnight survey. (Note 10% of 28 spaces = 3 when rounded up in this case).

The town centre is 300m away, and on Saturdays there is competition for parking by shoppers. The busiest overnight period is considered to be Tuesday night/Wednesday morning. Accordingly, the surveys were carried out on:

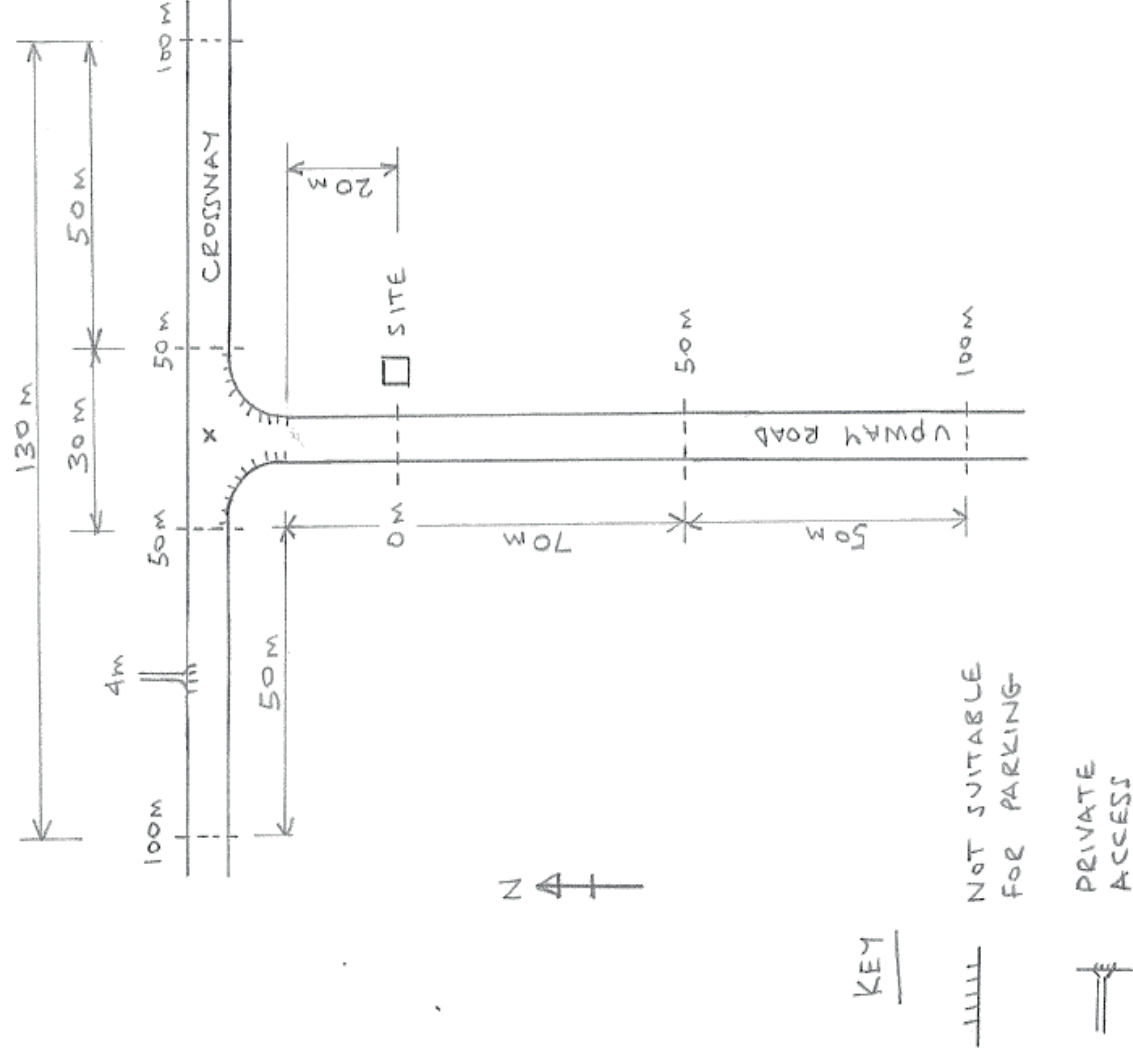
Wednesday 3pm – 4pm
Saturday midday – 1pm
Wednesday 4am – 5am

As an example, the parking survey and assessment table is shown completed for the overnight survey beat. This example shows one survey beat only. Similar forms would be required for each beat and period.

For the overnight beat survey, the completed parking survey and assessment table indicate that the post development parking stress would be 79% within 50m of the development site and 86% within 100m of the development site. Additionally, there would be a dropped kerb for access to the proposed development. This may need to be taken into account as it would result in the loss of approximately one parking space.

PARKING SURVEY EXAMPLE

SKETCH PLAN



SCALE 1:500
(Example plan
reduced to A4 size)

Parking Survey and Assessment for proposed development at:		14 UPWAY ROAD								
Day		Period Surveyed								
Busiest weekday									Overnight period 10pm – 6am	
Day/date of survey		Time of survey		Beat 1				Name of surveyor		
Monday 8 April 2020		4am						A N Other		

	Location (a)	Overall length (b)	Length available for parking (c)	No of parking spaces (d)	Observed No of vehicles parked (e)	No of spare parking spaces (f)	Existing % Parking stress (g)	Parking from this Development (h)	Parking from other Committed Development (i)	New % Parking stress (j)
		Insert survey data below						3	6	
0-50m from development	Upway Rd E side	70m	70m	12	12	0	100%	0		100%
	Upway Rd W side	70m	70m	12	10	2	83%	1		92%
	Crossway N side	30m	30m	5	0	5	0%	0		0%
TOTAL (within 50m)				29	22	7	76%	1		79%
50-100m from development	Upway Rd E side	50m	50m	8	9	0	112%	0		112%
	Upway Rd W side	50m	50m	8	9	0	112%	0		112%
	Crossway S side E of Upway Rd	50m	50m	8	6	2	75%	0		75%
	Crossway N side	100m	96m	16	7	9	44%	2	6	94%
	Crossway S side W of Upway Rd	50m	50m	8	4	4	50%	0		50%
TOTAL (within 100m)				77	57	20	74%	3	6	86%

Notes for parking survey and assessment form

- (a) Street name and from/to address number or car park name. Tabulate each length or time restriction (eg. single yellow line) separately.
- (b) Length of kerb inclusive of unsuitable sections
- (c) (b) minus unsuitable lengths
- (d) Normally, (c) divided by 6m per space (nearest whole number below)

(e) Vehicles parked

- (f) (d) minus (e) or zero if result is negative
- (g) (e) divided by (d) expressed as a percentage
- (h) Optimum parking minus on-site parking provision, assigned to locations in order of proximity to the development.
- (i) Include on-street parking for all permitted but unoccupied development within 200/400m,

to the extent that it would affect the same locations as this development.

- (j) Sum of [(e) + (h) + (i)] divided by (d) expressed as a percentage. Results of over 100% (unless currently existing) for any length of parking within each distance band 90% may not be acceptable, and an overall result of more than 90% for all parking within 100m of the development will not normally be acceptable.



Screening Statement on the determination of the need for Strategic Environmental Assessment for the BCP Council draft Parking Standards Supplementary Planning Document (SPD)

June 2020

1. Introduction

1.1 This statement sets out BCP Council's draft determination under Regulation 9 of the Environmental Assessment of Plans and Programmes Regulations 2004 (which transposed EC Directive 2001/42/EC) on whether or not a Strategic Environmental Assessment (SEA) is required for the draft Parking Standards Supplementary Planning Document (SPD).

1.2 Under separate legislation (Planning and Compulsory Purchase Act 2004 and associated Regulations), local planning authorities are required to undertake Sustainability Appraisal (SA) for all Development Plan Documents (DPDs) to assess the environment, social and economic impacts of the proposed plan.

1.3 Whilst the Planning Act 2008 and Town and Country Planning (Local Development) (England) Regulations 2012 removed the requirements for a SA to be produced for all SPDs, the Council is still required to screen its SPDs to ensure that the legal requirements for sustainability appraisals are met where there are impacts that are not covered in the appraisal of a parent DPD or where an assessment is required by the SEA regulations. This statement also sets out whether or not, an SA is required for the draft SPD.

2. Draft Parking Standards SPD

2.1 In April 2019, a new Council for Bournemouth, Christchurch & Poole came into being. Due to a fundamental shift in the need to manage growth and plan for sustainable travel, the council is accelerating the adoption of a consolidated Parking SPD to provide guidance on how parking provision, across all use classes, should be incorporated into development proposals.

2.2 The SPD will replace the Parking SPDs which operated under the preceding three councils as follows:

- Bournemouth Parking SPD (2014)
- Poole Parking and Highway Layout in Development SPD (2011)
- Dorset Residential Car Parking Study (2011).

2.3 BCP Council planning decision-making will continue to operate with three statutory Development Plans for the time being, until a single new Plan is adopted. Thus, the current parent DPDs are the Bournemouth Core Strategy (2012), Christchurch and East Dorset Local Plan Part 1 (2014), Poole Local Plan (2018) have all been subject to Sustainability Appraisal incorporating SEA.

3. The Strategic Environmental Appraisal process

3.1 The first stage of the process is for the council to determine whether or not the draft SPD is likely to have significant effects on the environment. This screening process includes assessing the SPD against a set of criteria (as set out in Schedule 1 of the regulations). The results of this have been set out in Appendix 1 of this statement. The aim of this statement is to provide sufficient information to demonstrate whether the SPD is likely to have significant environmental effects.

3.2 The council also has to consult the Environment Agency, English Heritage and Natural England on the content of this screening statement. A final determination cannot be made until the three statutory bodies have been consulted and their comments incorporated into the screening report.

3.3 Where the Council determines that a SEA is not required then under Regulation 9(3) the Council must prepare a statement setting out the reasons for this determination. **This statement is BCP Council's Draft Regulation 9(3) statement.**

4. Sustainability Appraisal

- 4.1 Whilst there is no statutory reason to undertake a Sustainability Appraisal of SPDs, the council has considered whether a SA of this draft SPD is required. BCP Council has determined that the draft SPD is unlikely to have significant environmental, social or economic effects beyond those of the policy it supplements. These are; policy CS16 (Bournemouth Core Strategy [2012]), Policy KS12 (Christchurch and East Dorset Local Plan Part 1 [2014]), Policy PP35 (Poole Local Plan [2018]), and informs the application of the following Neighbourhood Plans: Boscombe & Pokesdown Neighbourhood Plan (2019), Broadstone Neighbourhood Plan (2018) and Poole Quays Forum Neighbourhood Plan (2017).
- 4.2 In coming to this conclusion BCP Council is mindful that this draft SPD does not create new policies and serves only to expand on existing policy within its 'parent DPDs', the Bournemouth Core Strategy (2012), Christchurch and East Dorset Local Plan Part 1 (2014), Poole Local Plan (2018) (which have been subject to SAs incorporating SEAs).

5. Habitats Regulations Assessment

- 5.1 In addition to SEA and SA, the council is also required to consider Habitats Regulations Assessment (HRA). HRA is the process used to determine whether a plan or project would have significant adverse effects upon the integrity of internationally designated sites of nature conservation importance, known as European sites or European offshore marine sites. The need for a HRA is set out within the Conservation of Habitats and Species Regulations 2010 (which transposed EC Habitats Directive 92/43/EEC).
- 5.2 The regulations state the council must assess the potential effects of its land use plans, in this case the draft SPD, against the conservation objectives of any sites designated for their nature conservation importance. HRAs¹ have been carried out on the 'parent DPDs': the Bournemouth Core Strategy (2012), Christchurch and East Dorset Local Plan Part 1 (2014), Poole Local Plan (2018).
- 5.3 Bournemouth Core Strategy Policy CS16 was screened in to the HRA of the Bournemouth Core Strategy, the policy is considered unlikely to have a significant effect on the integrity of European sites however the potential harm could not be ruled out. This is due to the increased development that is associated with the policy may have an unconfirmed impact on protected sites. Policy KS12 was screened in to the HRA of the Christchurch and East Dorset Local Plan and considered unlikely to have significant effect on the integrity of European sites however the potential harm could not be ruled out. Policy PP35 was screened in to the HRA of the Poole Local Plan and considered unlikely to have significant effect on the integrity of European sites however the potential harm could not be ruled out.
- 5.4 As the purpose of this draft SPD is to expand on this policy, BCP Council has determined that a HRA is not required.

6. Conclusions

- 6.1 On the basis of the screening process it is the **BCP Council's opinion that the Draft Parking Standards SPD does not require a Strategic Environmental Appraisal or a Sustainability Appraisal**. This is because there will be no significant environmental, social or economic effects arising from its implementation and that it supplements Policy CS16 (Bournemouth Core Strategy [2012]), Policy KS12 (Christchurch and East Dorset Local Plan Part 1 [2014]), Policy PP35 (Poole Local Plan [2018]) which already have had SEAs & SAs undertaken.

¹ Habitats Regulations Assessment for the Bournemouth Local Plan Core Strategy, Pre-Submission Stage, August 2011 (<http://www.bournemouth.gov.uk/PlanningBuildings/Planning/Policy/Local-Plan/CoreStrategy/CoreStrategyFiles/CS-PreSub-HRA.pdf>) Habitats Regulations Assessment for the Town Centre Area Action Plan, Pre-Submission Stage, August 2011 (<http://www.bournemouth.gov.uk/PlanningBuildings/Planning/Policy/Local-Plan/TCAAP/AAPEvidenceFiles/AAP-HRA-Report-PreSubmission.pdf>)

Appendix 1 - SEA screening for the Draft Parking Standards SPD

Criteria (Schedule 1 of Environmental Assessment of Plans and Programmes Regulations 2004)	BCP Council's response
Characteristics of the plan or programme	
(a) the degree to which the plan or programme sets a framework for projects and other activities, either with regard to the location, nature, size and operating conditions or by allocating resources.	The draft SPD provides more detail to the policies and principles established within the Local Development Plan (which have already been subject to SAs incorporating SEAs). The purpose of the SPD is to set a framework for the policy's implementation and to give developers more detailed information on the expected parking standards.
(b) the degree to which the plan or programme influences other plans and programmes including those in a hierarchy.	The SPD is at the lower tier of the development plan hierarchy, as it sits underneath the parent DPDs. The purpose of the document is to supplement policy CS16 (Bournemouth Core Strategy [2012]), Policy KS12 (Christchurch and East Dorset Local Plan Part 1 [2014]), Policy PP35 (Poole Local Plan [2018]), and the Boscombe & Pokesdown Neighbourhood Plan (2019), Broadstone Neighbourhood Plan (2018) and Poole Quays Forum Neighbourhood Plan (2017), and to guide the preparation and determination of planning applications.
(c) the relevance of the plan or programme for the integration of environmental considerations in particular with a view to promoting sustainable development.	The draft SPD sets out parking standards that seek to acknowledge that people want to own a car, but at the same time encourages them to use other modes of transport to get to their destinations. The SPD will require applicants to demonstrate why the level of parking proposed in a development is appropriate. It encourages a reduced level of parking dependant on the location of the development relative to the accessibility of the area. It seeks to support higher density developments in the most sustainable locations.
(d) environmental problems relevant to the plan or programme.	The document seeks to play a part in addressing people's reliance on car use, and the related issues of congestion and air quality.
(e) the relevance of the plan or programme for the implementation of community legislation on the environment (for example, plans and programmes linked to waste management or water protection).	The draft SPD seeks to provide further detail to policy CS16 (Bournemouth Core Strategy [2012]), Policy KS12 (Christchurch and East Dorset Local Plan Part 1 [2014]), Policy PP35 (Poole Local Plan [2018]), and the draft SPD all comply with legislation.
Characteristics of the effects and of the area likely to be affected	
(a) the probability, duration, frequency and reversibility of the effects.	The SPD, once adopted, will influence the amount of car and cycle parking in new development. These developments are likely to remain in place for a number of decades, but parking arrangements can be altered over time. It is hoped that users of developments will be influenced by the SPD to change their travel behaviour in the long term to more sustainable patterns.
(b) the cumulative nature of the effects.	The SPD will be implemented borough wide and the proposals both on their own and with other plans and programmes covering the town, are unlikely to

Criteria (Schedule 1 of Environmental Assessment of Plans and Programmes Regulations 2004)	BCP Council's response
	result in significant environmental effects beyond those identified in the SA / SEA of the Bournemouth Core Strategy (2012), Christchurch and East Dorset Local Plan Part 1 (2014), and Poole Local Plan (2018).
(c) the trans-boundary nature of the effects.	There are unlikely to be any trans-boundary effects resulting from the SPD.
(d) the risks to human health or the environment (for example, due to accidents).	There are no perceived risks to human health or the environment arising from the draft SPD.
(e) the magnitude and spatial extent of the effects (geographical area and size of the population likely to be affected).	The draft SPD will be implemented across the whole of BCP Council's administrative area.
(f) the value and vulnerability of the area likely to be affected due to (i) special natural characteristics or cultural heritage; (ii) exceeded environmental quality standards or limit values; or (iii) intensive land-use.	The SPD will be applied across the whole of BCP Council's administrative area. The parking standards and increased bay sizes could result in more or less intensive land use than might otherwise be the case.
(g) the effects on areas or landscapes which have a recognised national, community or international protection status.	The Bournemouth Core Strategy (2012), Christchurch and East Dorset Local Plan Part 1 (2014), and Poole Local Plan (2018) SAs / SEAs and HRAs examined how the proposals in the plan may impact upon the European sites and there are plans in place to avoid and mitigate adverse effects on those sites.

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BCP Equality Impact Assessment Screening Tool – Parking SPD

Public Sector Equalities Duty

Please answer all the questions and provide a summary of the answers in the Summary and Conclusions box below. Please send a copy of this document to the Policy and Performance Team

1. Project Title:	BCP Council Parking Supplementary Planning Document (SPD)
2. Service Unit:	Growth & Infrastructure
3. Summary of Project:	The Parking SPD sets out a consolidated approach across BCP to supersede earlier legacy council's Parking SPDs and establish new local parking standards for residential and non-residential development schemes. Once adopted the SPD will be a material consideration which will apply when determining planning applications.

Equality Impact Assessment Screening Tool	Response Yes/No/Maybe/Don't Know
4. Will the policy or service change affect service users, employees or the wider community?	Maybe
5. Is there likely to be a positive or negative impact in terms of equality? Use the protected characteristics listed below as defined by either the equality act or by BCP Council to determine if this decision will affect any characteristic disproportionately.	Yes – positive impacts No – in terms of affecting any characteristic disproportionately
6. Does it relate to a sector or physical area where there are known inequalities?	Yes – Town centres
7. Does it relate to a service that is currently underused by people it should reach?	No
8. Does the policy or service change relate to functions that previous consultation has identified as important to a particular group?	No
9. Do different groups have different needs or experiences in relation to the policy/service?	Maybe

Summary and conclusions

Please use this section to support the responses above and to determine if you will/will not carry out a full EIA.

It is important to remember that even when it has been decided not to carry out a full EIA the outcome of this decision record remains subject to the general duties and not carrying out a full EIA places the Council at greater risk of legal challenge

The Parking SPD is not a policy or service in itself, hence answer to 4 above. It does however support Local Plan policies and the Planning Service to ensure appropriate parking provision is delivered as part of new development schemes. When such schemes are submitted to the local planning

BCP Equality Impact Assessment Screening Tool – Parking SPD

authority for determination, the standards and requirements set out in the Parking SPD will be expected to be complied with to ensure safe and sustainable parking provision is delivered.

In respect of 5, 6 & 9 above, there is likely to be a positive impact on traffic congestion, air quality, health and wellbeing, and groups across all socio economic groups and particularly in Town Centres where inequalities across protected characteristics are more concentrated. The protected characteristic groups likely to benefit from the proposed lower levels of parking provision/better infrastructure standards to achieve a modal shift to more sustainable travel are set out in the Parking SPD. These include include the ageing population who may choose to walk more than those of working age, the younger/student population who do not drive, those with long term life limiting illness e.g. asthma aggravated by poor air quality, those with religious beliefs that require them to travel on foot on certain days e.g. Jewish religion, those on lower incomes who may walk and cycle as a means of travel. The Parking SPD will ensure that the momentum improves the upward trend in BCP to make public transport, cycling and walking easier and more attractive to all. There are no groups with protected characteristics that will be disproportionately affected as a result of the adoption of the Parking SPD.

Will this decision record be supported by a full EIA?	No
Assessment Screening Tool completed by: Alexis Edwards/Rebecca Landman	Date: 11 June 2020

BCP Equality Impact Assessment Screening Tool – Parking SPD

Protected Characteristics

1. Age¹
2. Disability²
3. Sex
4. Gender reassignment³
5. Pregnancy and Maternity
6. Marriage and Civil Partnership
7. Race
8. Religion or Belief
9. Sexual Orientation
10. Armed Forces Community
11. Any other factors/groups e.g. socio-economic status/carers etc⁴
12. Human Rights

¹⁰
Key contacts for further advice and guidance:

Equality & Diversity:

performance@bcpcouncil.gov.uk

Consultation & Research:

insight@bcpcouncil.gov.uk

¹ Under this characteristic, The Equality Act only applies to those over 18.

² Consider any reasonable adjustments that may need to be made to ensure fair access.

³ Transgender refers people have a gender identity or gender expression that differs to the sex assigned at birth.

⁴ People on low incomes or no income, unemployed, carers, part-time, seasonal workers and shift workers

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CABINET



Report subject	Waste Services Policies
Meeting date	9 September 2020
Status	Public Report
Executive summary	Since the formation of BCP Council in April 2019 it has been known that within waste services, there are several operating procedures that need to be aligned between the three legacy councils. Prior to developing our own waste strategy, there are several primarily operational decisions that need to be made as carrying on as we are is becoming increasingly difficult. By addressing and aligning differences in service such as bin sizes and colours, charges for bins, collections of other recyclables and subsidies for home composting and real nappies, efficiencies can be made operationally, and clearer communication messages given to residents across BCP Council.
Recommendations	It is RECOMMENDED that: (a) Bin sizes and colours (i) Recycling – Cabinet approves the replacement of all current recycling bins, as and when they break, with 240 litre black bins with blue lids. (ii) Refuse – Cabinet approves the replacement of 140 litre bins in Bournemouth and Christchurch with 180 litre as and when they break. (iii) Garden waste - Cabinet approves the replacement of all 140 litre bins in Bournemouth with 240 litre bins (black bin with green lid) and a borrowing of £380k to be repaid over the expected life of a bin. - Cabinet approves the replacement of all garden waste bins which need replacing in Poole and Christchurch when damaged with 240 litre black bins with green lids. - Cabinet approves the garden waste price for the 2021

service at £49 per bin, which is an above inflation increase in charge to cover the borrowing cost and allow for the Bournemouth bins to be replaced with 240 litre bins.

(iv) Food Waste

Cabinet defers any decision about the possibility of introducing a food waste service in Poole until further guidance and information is given by central government.

(b) Charges for bins/bags

- Cabinet approves the harmonisation of charges across the three areas based on the current prices in Bournemouth. If 180 litre refuse bins are agreed as standard, this price would increase to £45. If 240 litre garden waste bins are agreed as standard, this price would increase to £55
- Cabinet approves the removal of the provision of free food waste liners in Bournemouth and the use of the savings of £20,000 for waste and recycling education
- Cabinet approves only permitting requests for additional recycling bins for medical or larger families' needs
- Cabinet approves the introduction of a charge for properties with bags, which are not suitable for bins, based on the projected life of a wheeled bin, which would be a cost of £12.50 per year (52 bags)
- Cabinet approves the removal of the right to request additional refuse bags for households with one or more children in nappies in Christchurch
- Cabinet approves that those in receipt of certain income-based benefits may be able to have a replacement bin free of charge. The qualifying benefits are:
 - o Council Tax Benefit (not Discount)
 - o Housing Benefit
 - o Income Support.

(c) Side waste – Cabinet approves the cessation of side waste collection in Bournemouth and Christchurch to allow rationalisation of rounds to increase efficiencies.

(d) WEEE collections – Cabinet approves the cessation of WEEE collections in Bournemouth once the recycling collection service is brought back in-house in October 2020.

(e) Battery collections – Cabinet approves the introduction of the service in Poole which would have minimal cost implications.

	(f) Home compost bin subsidy – Cabinet approves the introduction of the subsidy in Bournemouth and Christchurch at a cost of approximately £5,000 per year. (g) Real nappy incentive scheme – Cabinet approves: - the introduction of the Real Nappy incentive scheme currently offered in Bournemouth and Christchurch to residents of Poole; and - the introduction of a nappy start-up kit as an alternative to the current £30 incentive across BCP Council.
Reason for recommendations	To align waste services between the three legacy council areas.

Portfolio Holder(s):	Councillor Dr Felicity Rice – Portfolio Holder for Environment and Climate Change
Corporate Director	Kate Ryan - Corporate Director of Environment and Community
Report Authors	Ian Poultney – Head of Sustainability and Strategic Development Kate Langdown – Head of Neighbourhood Services Rachel Davies – Waste Strategy Manager Tina Worthing, Steve Wade, Russell Smith – Financial Services Laura Neil – Project Leader, Environment
Wards	BCP wide
Classification	For Recommendation and Decision

1. Background

Since the formation of BCP Council in April 2019 it has been known that within waste services, there are several operating procedures that need to be aligned between the three legacy councils.

Whilst a new waste strategy for BCP Council will be produced, there is currently national uncertainty regarding waste services. In December 2018, the document 'Our Waste, Our resources: a strategy for England' was published followed by a consultation period in 2019. Results of the consultation were published, and the second round of consultations are due to take place in 2021.

Prior to developing our own waste strategy, there are several operational decisions that need to be made as carrying on as we are is becoming increasingly difficult. Now Christchurch is no longer being serviced by Dorset Waste Partnership, it is now possible to address some of these issues.

2. Bin sizes and colours

The tables below give details of the current service provided in each of the three legacy council areas in relation to bin size and colour of bins. Below each table are different options to align the service.

(a) Recycling – current service

	Bournemouth	Christchurch	Poole
Colour	Black with black lid	Black with green lid	Blue with blue lid
Size	240 litre	240 litre	240 litre
Collection frequency	Fortnightly	Fortnightly	Fortnightly
			

Recommended Option – replace all bins, as and when they break, with 240 litre black bins with blue lids.

Other Options Considered

1. do nothing which would result in a conflicting communications message across the Council. This would incur extra resources for communications and cause potential confusion for residents.
2. replace all bins with 240 litre black bins with blue lids at a cost of £2,074,000 (136,000 households, excluding flats) plus delivery costs. Current budget constraints would currently not support this option.

(b) Refuse – current service

	Bournemouth	Christchurch	Poole
Colour	Black with black lid	Black with black lid	Black with black lid
Size	140 litre	140 litre	180 litre
Collection frequency	Fortnightly	Fortnightly	Fortnightly
			

Recommended Option – replace 140 litre bins in Bournemouth and Christchurch with 180 litre bins as and when they break. * Consideration would be given to introducing a food waste service in Poole in the future to align services.

Other Options Considered

1. do nothing which would result in a service inequality, although if you include the weekly food waste service, Bournemouth and Christchurch have an extra 6 litres of capacity per fortnight than Poole.
2. replace 180 litre bins in Poole with 140 litres as and when they break. Consideration would be given to introducing a food waste service in Poole in the future to align services.
3. replace 180 litre bins with 140 litre for the whole of Poole at a cost of £625,000 plus delivery costs (50,000 properties (excluding 20,000 flats)). Current budget constraints would currently not support this option. Consideration would be given to introducing a food waste service in Poole in the future to align services.
4. replace 140 litre bins with 180 litre for the whole of Bournemouth and Christchurch at a cost of £1,173,900 plus delivery costs (86,000 households (excluding 24,000 flats)). * Current budget constraints would currently not support this option. Consideration would be given to introducing a food waste service in Poole in the future to align services.

* Refuse bins in Bournemouth are the oldest across BCP Council and are increasingly failing

(c) Garden waste – current service

	Bournemouth	Christchurch	Poole
Colour	Black with green lid	Black with brown lid	Green with green lid
Size	140 litre	240 litre	240 litre
Collection frequency	Fortnightly	Fortnightly	Fortnightly
			

Recommended Option –

- replace all 140 litre bins in Bournemouth with 240 litre bins (black bin with green lid) at a cost of circa £380k including delivery/removal costs. The proposal is to borrow this amount and repay over the expected life of a bin. The cost of repaying the borrowing will be absorbed into the annual charge for a garden waste bin, and therefore will be funded from garden waste customers. Bins which need replacing in Poole and Christchurch when damaged will also be replaced with 240 litre black bins with green lids.
- set the garden waste price for the 2021 service at £49 per bin, which is an above inflation increase in charge to cover the borrowing cost and allow for the Bournemouth bins to be replaced with 240 litre bins.

Other Options Considered

1. do nothing and continue to offer a discount to Bournemouth residents for multiple bins purchased. This would not be an equitable option and would not align the service.
2. replace bins that are damaged with 240 litre black bins with green lids. This would not address the issue of disparity of bin sizes in Bournemouth, and potentially more bins would be damaged.

(d) Food Waste – current service

	Bournemouth	Christchurch	Poole
Colour	Brown	Brown	N/A
Size	12 litre or 23 litre	23 litre	N/A
Collection frequency	Weekly	Weekly	N/A
			N/A

It is recommended that a decision about the possibility of introducing a food waste service in Poole is not taken until further guidance and information is given by central government. In the meantime, we are starting some work with Waste & Resource Action Programme (WRAP) to look at the costs involved of introducing a service for Poole.

If the above recommendations are approved, it will result in any new properties within BCP Council being issued with the following bin provision:

	Refuse	Recycling	Garden Waste (subscription service)	Food Waste (currently only Bournemouth and Christchurch)
Colour	Black bin with black lid	Black bin with blue lid	Black bin with green lid	Brown
Size	180 litre	240 litre	240 litre	5 litre inside caddy and 23 litre outside caddy
Collection frequency	Fortnightly	Fortnightly	Fortnightly (Feb – Dec)	Weekly
				

3. Charges for bins

All three legacy councils charge for refuse and recycling bins when a new property is built. There is no charge for garden waste bins as the initial cost of bin provision is included in the annual cost of the collection service. Bournemouth residents are also required to pay for a new bin (refuse, recycling and garden) if theirs goes missing or is damaged and needs replacing.

Residents in Bournemouth are also required to pay for any additional refuse and recycling bins requested, except for where the additional bins are for medical waste or are requested by those in receipt of means tested benefits. Larger households in Christchurch must also pay for additional bins. There are currently no charges for additional or replacement bins in Poole. The table below gives a summary of the current charges for waste containers across the three areas.

Current bin prices, depending on quantity ordered, are approx.:

Bin Size	Price per bin
140L	£12.50
180L	£13.65
240L	£15.25

On top of the standard price of a bin there are customer service staffing costs, fulfilment costs in the Environment team and delivery vehicle and staffing costs.

Existing bin charges:

	Bournemouth	Christchurch	Poole
New set of bins required (refuse/recycling)	£98	£58	£85
Replacement refuse & recycling bins (broken/damaged)	Same as a new set - £43 (140l) & £55 (240l)	£0	£0
Replacement garden waste bin (broken/damaged)	£43	£0	£0
Food waste containers (5l & 23l)	£0	£0	N/A
Food waste liners	£0 - available for collection from libraries	Residents provide their own	N/A
Rolls of bags (properties not suitable for bins)	£0	£0	£0
Additional bins/bags for medical reasons	£0 Provide additional	£0 Provide additional	£0 Provide additional

	140l	140l or 26 bags	180l
Additional recycling bin on request (<i>no reflection on family size</i>)	£55	£35	Not available
Additional recycling bin on request (larger families)	£55	£35	£0
Additional rubbish bin on request (larger families)	£43	£35	£0
Roll of additional refuse bags (26) for households with one or more children in nappies	Not available	£15	Not available

Recommended Option

- harmonise the charges across the three areas based on the current prices in Bournemouth. If 180 litre refuse bins are agreed as standard, this price would increase to £45 (from £43). If 240 litre garden waste bins are agreed as standard, this price would increase to £55 (from £43)
- remove the provision of free food waste liners in Bournemouth and, as they do in Christchurch, advise residents to provide their own, use newspaper, or nothing at all, which would make a budget saving of £20,000. Use this money for waste and recycling education
- only allow requests for additional recycling bins for medical or larger families' needs
- introduce a charge for properties with bags, which are not suitable for bins, based on the projected life of a wheeled bin, which would be a cost of £12.50 per year (52 bags)
- remove the request for additional refuse bags for households with one or more children in nappies in Christchurch
- Those in receipt of certain income-based benefits may be able to have a replacement bin free of charge. The qualifying benefits are:
 - Council Tax Benefit (not Discount)
 - Housing Benefit
 - Income Support

Other Options Considered

1. do nothing which would not be an equitable solution and would not align the service.
2. remove the charges in Bournemouth and Christchurch which would result in loss of income of circa £40,000.

If these recommendations are agreed, these would be the bin charges for BCP Council:

	BCP Council
New set of bins required (refuse/recycling) including food waste caddies for Bournemouth and Christchurch	£100
Replacement refuse & recycling bins (broken/damaged)	£45 (180l) & £55 (240l)
Replacement garden waste bin (broken/damaged)	£55 (240l)
Food waste containers (5l & 23l) (Bournemouth and Christchurch)	£0
Food waste liners	Residents provide their own
Rolls of 52 bags for one year (properties not suitable for bins)	£12.50
Additional bins / bags for medical reasons	£0 Provide additional 180l or 26 bags for properties not suitable for bins
Additional recycling bin on request (<i>no reflection on family size</i>)	Not available
Additional recycling bin on request (larger families)	£55
Additional rubbish bin on request (larger families)	£45

Roll of additional refuse bags (26) for households with one or more children in nappies	Not available
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4. Side waste

All properties are provided with a refuse and recycling bin which are collected alternate weekly. Bournemouth and Christchurch also have a weekly food waste service. Side waste is not collected in Poole and residents are instructed to take any additional waste, that cannot be fitted into the relevant bin, to one of the HWRCs. Recycling side waste in Bournemouth and Christchurch is collected, but now that the Council no longer receives an income for this material, and must pay to dispose of it, it is no longer financially beneficial to collect it. Collecting this waste also doesn't promote waste minimisation or help to rationalise the rounds to deliver efficiency savings.

Recommended Option – cease to collect side waste in Bournemouth and Christchurch to allow rationalisation of rounds to increase efficiencies.

Other Options Considered

1. do nothing which would not be an equitable solution and would be a conflicting communications message across the Council.
2. allow recycling side waste to also be put out for collection by residents in Poole, which would increase disposal costs and not allow for rounds efficiencies to be made.

5. WEEE Collections

Small Waste Electrical and Electronic Equipment (WEEE) such as kettles, toasters and hairdryers are collected in Bournemouth as part of the kerbside recycling service, where items are put next to the bin on collection day. This service is not available in Poole or Christchurch. The recycling collection service in Bournemouth is currently contracted out to Urbaser but will be brought back in-house from 1 October 2020.

The cages on the vehicles used to store the WEEE items on the current fleet are often not sufficient for the amount of waste that is put out for collection. It is difficult to know how much is going to be presented as this varies between weeks and areas of the town. Therefore, currently we are not always providing a complete service as it is not possible to collect all the items, this leads to failure demand. Sometimes the crews try to combat these issues by putting items in the cab which is not a safe option.

Residents in Poole and Christchurch do not have this service and are instructed to take this type of waste to their HWRC.

Recommended Option – stop WEEE collections in Bournemouth once the recycling collection service is brought back in-house in October 2020, and advise residents to take WEEE to their HWRC.

Other Options Considered

1. do nothing which would not be an equitable solution and would be a conflicting communications message across the Council.
2. introduce a collection of WEEE in Poole and Christchurch which would mean looking at the possibility of retrofitting existing vehicles to store the WEEE items or the purchase of new vehicles for a separate collection at significant cost.

6. Battery Collections

In Bournemouth household batteries are collected in plastic bags provided by the resident, and in Christchurch, they are collected in small red plastic bags when put out by residents along with their recycling bins. The red plastic bags are emptied into a container in the waste collection vehicle and the bag returned to the resident, or they are provided with a new one. This service is currently not provided in Poole. There are some concerns regarding disposal of batteries when they come into contact with other wastes as they could pose a fire risk.

Recommended Option – introduce the service in Poole which would have minimal cost implications. It would also offer an outlet for this waste to be recycled rather than potentially put in refuse bins.

Other Options Considered

1. do nothing which would not align the service across BCP Council and be a conflicting communications message.
2. remove the service in Bournemouth and Christchurch and advise residents to take their batteries to one of the HWRCs or collection points in public buildings. This could potentially lead to more batteries being disposed of in the refuse bins.

7. Home Compost Bin Subsidy

Home compost bins have been subsidised for residents of Poole for the past few years giving them the option to purchase a bin for £6 plus delivery. A budget of £5,000 is allocated for this annually but for the last three years on average £2,500 has been spent. Bournemouth and Christchurch have provided subsidies in the past but don't currently.

Recommended Option – introduce the subsidy in Bournemouth and Christchurch at a cost of approximately £5,000 per year.

Other Options Considered

1. do nothing which would not be an equitable service across the Council and be a conflicting communications message.
2. remove the subsidy and therefore residents pay the price stated by the supplier (currently £19 plus delivery). This would not encourage home composting which would potentially lead to increased disposal costs.

8. Real Nappy Incentive Scheme

Following the waste hierarchy, it is preferable to encourage waste reduction. Washable nappies offer a reusable option that will substantially reduce nappy waste in households in which they are used.

By switching from disposables to reusable nappies families can significantly reduce their household waste. It is estimated that by using real nappies, the average household waste of families with babies can be halved, avoiding an average 750kg/household/year. This waste reduction will have associated cost savings for the local authority.

Bournemouth and Christchurch currently operate an incentive scheme where parents can claim £30 off the price of real nappies with a minimum spend of £45. Parents can apply for a voucher before purchase or cash back afterwards, subject to specific criteria. Poole does not currently have a scheme.

This proposal recommends expanding the scheme to residents of Poole together with a refresh of the current scheme.

It is proposed that interested parents can still apply for £30 cashback or voucher on a £45 spend. However, as an alternative they can also apply for a real nappy start up kit. BCP Council would work with two suppliers to offer the discount packs which would normally retail at £68 - £100. The Council would cover the full cost of £50 to the Council with no additional cost to the resident. A local and a national supplier have agreed to work with the Council to provide the discount packs.

The rationale for covering the £50 cost of the bundle is to encourage residents to choose this option because it offers the opportunity of additional support from the suppliers which makes continued longer term use of real nappies more likely. It also encourages support of a local supplier.

Recommended Option

- introduce the Real Nappy incentive scheme currently offered in Bournemouth and Christchurch to residents of Poole
- introduce a nappy start-up kit as an alternative to the current £30 incentive across BCP Council

Other Options Considered

1. do nothing which would not be an equitable service across the Council and be a conflicting communications message.
2. remove the Real Nappy incentive scheme in Bournemouth and Christchurch which would increase waste in the refuse bin and associated disposal costs

9. Summary of financial implications

Proposal	Comments	Revenue	
		2020/21 £	2021/22 onwards £
Recycling	Replace all bins when damaged – no financial impact, damaged bins will be charged to customer as per proposed policy	0	0
Refuse	Replace Bournemouth and Christchurch 140l bins with 180l bins when damaged – no financial impact, damaged bins will be charged to customer as per proposed policy	0	0
Garden Waste	Replace all bins in Bournemouth – one off cost of £379,500 – funded by borrowing over 8 years		
	- Annual prudential borrowing repayments	0	55,208
	- Above inflation increase in charge to cover borrowing cost	0	(107,871)
Charges for Bins	Remove free food waste liners – assume introduction 1 April 2021	0	(20,000)
	Harmonise charging for new bins	(3,695)	(8,868)
	Harmonise charging for replacement bins	(69,846)	(167,632)
	Remove request for additional recycling bins – assume introduced 1 April 2021	0	(1,375)
	Charges for properties with bags – assume introduced 1 April 2021	0	(7,500)
Side Waste	Cease collection of side waste – net nil financial impact – uncollected waste anticipated to be left at HWRCs for disposal	0	0
WEEE Collections	Cease WEEE collections – net nil financial impact – items anticipated to be left at HWRCs for disposal	0	0
Battery Collections	Collect batteries across BCP Council - revenue neutral	0	0
Home Compost Bins	Harmonise subsidy across BCP Council – on-going revenue expenditure increase, nil for 20/21 as current budget has capacity to cover for part year increase	0	5,000
Real Nappy Initiative	Introduce nappy start -up kit across BCP Council	0	27,710
Waste Education	Invest in education to reduce contaminated waste etc.	0	20,000
Total		(73,541)	(205,328)

10. Summary of legal implications

The Council has a duty to collect and dispose of recyclable and non-recyclable household waste. There are no regulations that impose any particular frequency of collection on authorities (section 45 and 51 Environmental Protection Act 1990).

The European Landfill Directive and the Waste Framework Directive has given the UK recycling targets of 50% by 2020, and the reduction of bio-degradable municipal waste to 35% of 1995 level also by 2020. Councils also had to collect four recyclable materials by 2015.

The Council can specify what receptacles will be used to collect household waste, and the kind and number required for a separate collection of recyclable materials (section 46 Environmental Protection Act 1990).

Councils can use, sell or otherwise dispose of collected waste (section 55 Environmental Protection Act 1990).

In exercising any power (or fulfilling any duty), the Council must act for proper purposes, in good faith and must exercise their powers properly, following proper procedures and acting reasonably, i.e. for proper motives and taking into account all relevant considerations, ignoring irrelevant ones, not acting irrationally and balancing the risks and rewards. In particular, where considering changes to services, the Council should have due regard to its public sector equality duty pursuant to section 149 of the Equality Act 2010.

Where it is alleged that a Council has failed to comply with its duties, the remedy would ordinarily be sought by way of judicial review of the Council's decision. Such a challenge could be brought by anyone with sufficient interest; in this instance any Council tax or business rate payer within the administrative area of the Council. It is conceivable that a challenge could be brought by a party without a local connection, e.g., if the grounds for challenge were incompatibility with the Council's adopted stance on the climate emergency.

11. Summary of human resources implications

There are no human resources implications arising from this report.

12. Summary of sustainability impact

Introducing a kerbside household battery collection in Poole will provide an accessible disposal route, which otherwise may have been put in the refuse bins. Extension of the subsidised home composting scheme will encourage more residents to home compost rather than put this waste in the refuse bins or food waste caddies, as well as reducing disposal costs for the Council. There will also be less waste from disposable nappies put in the refuse bins if residents are encouraged to use the real nappies scheme.

A full Decision Impact Assessment (DIA) has been completed (ID 134) and can be viewed in Appendix 1.

13. Summary of public health implications

The collection of household waste in a timely and efficient manner is important for public health and wellbeing.

14. Summary of equality implications

Residents with medical conditions, which mean that they produce extra black or blue bin waste, are able to have additional capacity if necessary, after consultation with the resident, at no additional cost. Replacement bins would still incur a charge.

Those in receipt of certain income-based benefits may be able to have a replacement bin free of charge. The qualifying benefits are:

- Council Tax Benefit (not Discount)
- Housing Benefit
- Income Support

Larger households and those with children in nappies would be provided with extra capacity if necessary, after consultation with the resident. Extra blue bin capacity would always be encouraged over black bin if most of the waste is recyclable.

An assisted collection service is available for residents who are unable to present their bin at the kerbside on collection day and there is no-one else living at the property who is able to do this. This service is not dependant on bin type or size and will be available to all residents who meet the criteria.

15. Summary of risk assessment

Failure to align services across the three legacy council areas will result in additional costs in providing different levels of service, as well as mixed communications to different areas of BCP Council, resulting in an inefficient service and confusion and frustration for residents.

Background papers

Response to Climate Change Emergency

Our Waste, Our resources: a strategy for England

Appendices

Appendix 1 – Decision Impact Assessment (DIA) ID 134

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Decision Impact Assessment Report

Waste Services

DIA Proposal ID: 134

Assessment date: 7th August 2020

Assessor(s): Laura Neil

Support: Roxanne King



The Decision Impact Assessment (DIA) is a requirement of BCP Council's Financial and Procurement Regulations. It has been developed to help project managers maximise the co-benefits of proposals, reduce risk and ensuring that sustainable outputs and value for money are delivered through every project, plan, strategy, policy, service and procurement.

The following report highlights the opportunities and potential issues associated with the above titled proposal. It has been assessed against a number of themes and shared with BCP Council Theme Advisors for internal consultation. The RAG ratings and additional information have been provided by the project manager and may or may not have incorporated feedback from theme advisors. Results should be scrutinised by decision-makers when considering the outcome of a proposal.

The results of this DIA will be combined with all other assessments to enable cumulative impact data across a wide range of data sets. Individual DIA reports should be included in proposal documentation and made available to decision makers for consideration. Cumulative impact reports will be produced annually or as required by the Climate Action Steering Group and Members Working Group.

For questions and further information, please contact Sustainability Team at DIA@bcpcouncil.gov.uk

Please note: This report is in a draft format and may appear different to future DIA reports.

Decision Impact Assessment

SIA Proposal ID: 134

Welcome Roxanne King

Proposal Title: Waste Services



Review registration

Home Page

Climate Change & Energy

Complete



Communities & Culture

Complete



Waste & Resource Use

Complete



Economy

Complete



Health & Wellbeing

Complete



Learning & Skills

Complete



Natural Environment

Complete



Sustainable Procurement

Complete



Transport & Accessibility

Complete



Key



Not yet assessed



Serious challenges - remedial action required



Some challenges - further thought and mitigation action required



On target - positive or no negative impacts identified



No positive or negative sustainability impacts identified

Submit Proposal

Ask for help

Proposal Title Waste Services Policies
Type of Proposal Policy
Brief Description To align BCP waste services across the three legacy councils.
Assessor Laura Neil, Project Leader
Directorate Environment and Community
Service Unit Environment
Estimated Cost Between £100k and £500k
Ward(s) Affected All Wards

Sustainable Development Goals (SDGs) Supported



RAG reasoning and proposed mitigation/monitoring actions

Theme	RAG	RAG reasoning <i>Details of impacts including evidence and knowledge gaps</i>	Mitigation and monitoring actions <i>details of proposed mitigation/remedial action and monitoring (inc. timescales, responsible officers, related business plans etc)</i>
Climate Change & Energy		More disposal options for battery recycling. Less residual waste if more residents use real nappies and home compost.	Changes likely from October 2020/April 2021, awaiting guidance from National Waste Strategy for future food waste collections in Poole.
Communities & Culture		Waste stored, collected and disposed of safely and efficiently.	
Waste & Resource Use		Changes aim to promote recycling and waste minimisation. Introducing charging for bin replacement across BCP Council will encourage better care of bins.	Amount of waste produced per household is monitored as well as the overall recycling rate.
Economy		Jobs will be retained through service changes. BCP operational efficiencies will have a positive environmental impact. Funding will be gained through savings and charges to support roll out of new bin infrastructure.	Number of requests for bin replacements can be monitored.
Health & Wellbeing		Positive environmental health benefits from the proper storage and collection of waste. Consideration of waste capacity for larger families and those with medical conditions. Parity of service will reduce inequalities across BCP in regard to waste.	
Learning & Skills		Savings from policy changes for supply of food waste liners will fund waste minimisation and recycling promotions and education.	From April 2021. Evidence shows that education and promotion work help to minimise waste and increase recycling.
Natural Environment		Less potential for fly-tipping of garden waste and refuse through provision of larger waste containers, will have positive impacts for the natural environment.	Incidents of fly-tipping are monitored.

Sustainable Procurement		Contracts and supply chains will be considered once support given for the service changes - after 9th Sept 2020	
Transport & Accessibility		Larger garden waste and refuse bins will reduce residents' need to dispose of waste at HWRCs. Removal of kerbside electrical waste services in Bournemouth may result in more visits to HWRCs.	Amount of waste disposed of at HWRCs and visitor numbers can be monitored to assess impact of service changes.

CABINET



Report subject	Performance Management Framework
Meeting date	9 September 2020
Status	Public Report
Executive summary	Following approval and adoption of the Corporate Strategy and delivery plans on the 12 February '20, Cabinet also supported the development of a Corporate Performance Management Framework as a mechanism for monitoring progress and ensuring accountability for delivery of the Corporate Strategy and six delivery plans. A draft performance management framework has been developed for BCP Council. The framework proposes how the council can monitor and review progress with delivering the priorities set out in the Corporate Strategy and all other council strategies and plans. It encompasses the roles and responsibilities of officers, reporting arrangements and the review process. The new BCP Corporate Performance Management Framework is an amalgamation of the legacy Council's frameworks and is based on best practice guidance from the Local Government Association.
Recommendations	It is RECOMMENDED that Cabinet: Approves the Corporate Performance Management Framework as a mechanism for monitoring progress and ensuring accountability for delivery of the Corporate Strategy.
Reason for recommendations	A corporate strategy is vital for identifying and gaining visibility of the Council's key priorities. These represent the objectives and outcomes that the Council's performance will be judged against. As the strategy's objectives are the beginning of a golden thread that links personal, team and service performance to the things that matter most to the organisation, BCP Council must be able to demonstrate that the outcomes stated in the Corporate strategy are being delivered. A Performance Management Framework will enable this.

Portfolio Holder(s):	Councillor Vikki Slade, Leader of the Council
Corporate Director	Julian Osgathorpe, Corporate Director
Report Authors	Matti Raudsepp – Director of Organisational Development Bridget West – Head of Insight, Policy & Performance
Wards	Council-wide
Classification	For Decision

Background

1. The BCP Council Corporate strategy was approved by Cabinet on 5 November 2019. The associated six delivery plans were approved by Cabinet on 12 February 2020.
2. One of the agreed actions in the delivery plans was the development of a Corporate Performance Management Framework (**Appendix 1**) which would set out the mechanism for monitoring progress and ensuring accountability for delivery of the Corporate Strategy and the actions set out in the six delivery plans.
3. The framework was due to be presented to Cabinet in April 2020 but was delayed as a result of Covid 19.
4. The council is in a transitional space and in the absence of an agreed performance management framework, mid-year performance for 2019/20 was reported to Cabinet using an interim set of measures. An end of year performance report is being prepared and will report to Cabinet at the end of September 2020.
5. The end of year report will include an update of progress with the actions in the delivery plans, end of year updates against the interim set of measures and links to interactive performance dashboards.
6. Work to develop an automated reporting process and the underlying robust reporting systems is continuing.

The Performance Management Framework

7. The Council's Corporate Strategy and the delivery plans are the beginning of a golden thread that will link service, team and personal performance to the things that matter most to the organisation. Together they are the key components that will lead the Council's corporate approach to performance management and service planning.
8. The performance management framework sets out how the council will manage performance, different roles, responsibilities and accountability.
9. The framework proposes that progress be monitored by Cabinet on a quarterly basis against an agreed set of measures and targets and interactive performance dashboards. These can be published on the Council's website to increase openness and transparency.

Next Steps

10. The Policy and Performance Team started working with officer contacts from each Service Unit to develop the performance reporting systems earlier this year, but as a consequence of Covid 19, the completion of this work has been delayed . For each of the measures of success Service Units have been asked to confirm the definition and provide:
 - a baseline
 - a target
 - an intervention level
 - the frequency of reporting
 - the system/s or application/s that holds the source data
11. The policy and performance Team have recommenced this work, and along with ICT are working to develop an automated performance reporting process during 2020/21.
12. The aim is to bring a half yearly performance report to Cabinet in the Autumn.

Options Appraisal

13. This is a new performance management proposal for BCP Council. It has been prepared following best practice examples and learning from legacy council processes. No separate options appraisal has been carried out.

Summary of financial implications

14. There are no financial implications of adopting a Corporate Performance Management Framework. The framework will assist in the Financial Planning process.

Summary of legal implications

15. There are no legal implications of adopting a Corporate Performance Management Framework.

Summary of human resources implications

16. There are no Human Resources implications. The adoption of a Corporate Performance Management Framework will complement the processes being established by HR to develop a sustained personal performance culture throughout BCP Council.

Summary of sustainability impact

17. The adoption of a performance management framework will help to embed sustainability throughout the organisation. The Corporate Strategy has been aligned to the [United Nations Sustainable Development Goals](#). These goals are a universal blueprint for all countries to end poverty, protect the planet and ensure prosperity for all. The performance management process will assist in monitoring delivery of these goals.

Summary of public health implications

18. The Corporate Strategy includes several actions being taken forward in partnership with Public Health. The performance management process will ensure progress with these actions is integral to corporate performance monitoring and reporting.

Summary of equality implications

19. The Council's equality and diversity commitments are expressed throughout the Corporate Strategy and this framework requires that progress with achieving them is embedded in the service planning and performance monitoring process. These commitments form part of the Equality and Diversity Action Plan which will be monitored through Strategic Equality Leadership Group.
20. The EIA supporting the Corporate Strategy is published on the [Council's website](#).

Summary of risk assessment

21. A performance management framework will improve governance and support existing risk management processes. There are no additional risks associated with adopting a performance management framework.

Background papers

[BCP Council's Corporate Strategy and Delivery Plans](#)

Appendices

- 1 Performance Management Framework

BCP Council's Performance Management Framework

.....

Corporate Guidance

Insight, Policy & Performance

Author: Bridget West
Version: 1.5
Date: 10/03/2020



Performance management is: “taking action in response to actual performance to make outcomes for users and citizens better than they would otherwise be.”¹

For effective performance management there needs to be clear objectives, actions which deliver those objectives and measures of success.

Everyone needs to recognise that they have a role in effective performance management.

This framework explains how BCP Council will manage performance.



Effective performance management will:

- ensure outcomes and goals are prioritised and resources are allocated effectively
- help improve services and outcomes for local people by using benchmarking to
 - identify and rectify poor performance
 - identify and share good practice
- help motivate colleagues by ensuring that individuals are aware of their own targets
- help colleagues to see how these contribute to achieving BCP Council's Corporate Strategy
- ensure that significant risks to the achievement of outcomes are identified and managed
- ensure BCP Council and partners achieve shared actions and outcomes
- provide a strong evidence base for improved decision making

¹ Performance management, measurement and information project (PMMI) - I&DeA 2006.

The Corporate Strategy

The Corporate Strategy is the key component of BCP Council's Performance Management Framework and leads the Council's corporate planning process. The strategy is supported by delivery plans which set out the actions and outcomes that will be delivered alongside key measures of success. It is intended to be relevant for 3-4 years, at least.

The Corporate Strategy directs the council's decision-making processes. It is the basis for prioritisation and the allocation of resources and the beginning of a golden thread which links service, team and personal performance to BCP Council's priorities and objectives.

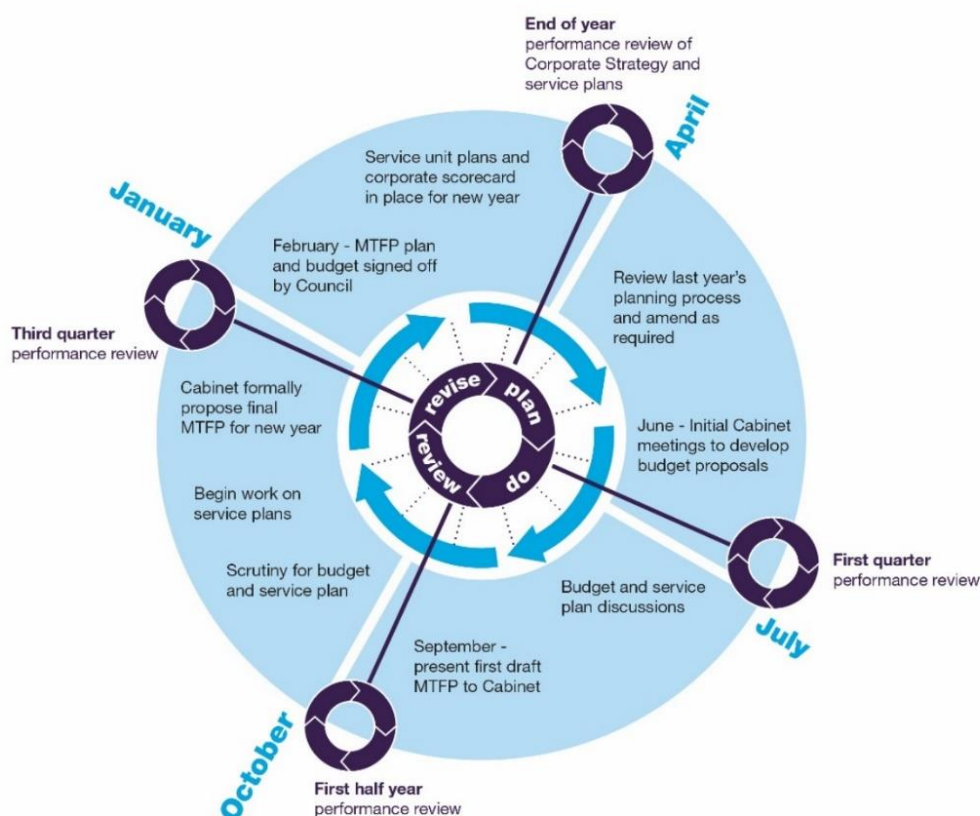


Every other council strategy or plan must be able to demonstrate through its agreed governance and performance management process, how it contributes to achieving the priorities set out in the Corporate Strategy. This includes service plans, team plans and personal performance plans.

The Corporate Planning Process and Review Cycle

The corporate planning process takes place annually. However, it is important to review plans on a monthly, quarterly and half yearly basis, to respond effectively to the ever-changing environment in which BCP Council delivers services, ensuring plans are on target.

The corporate planning process will be undertaken simultaneously with the financial planning process, as the two are inextricably linked. The risks to delivery of the corporate strategy and financial plans should also be considered during the corporate planning process.



Council-wide Strategies and Plans (including Medium-Term Financial Plan):

These strategies sit across the whole council and all directorates should consider them when developing and delivering services. They set out a vision and high-level objectives.

The Medium-Term Financial plan contains a three-year plan for BCP Council's strategic approach to the management of its finances and presents indicative budgets for the medium term.

Service Plans:

Service Plans are annual plans which provide the operational detail required by Service Directors and their managers to plan and monitor service delivery and performance across the service unit. These plans will include:

- a clear description of service purpose including key statutory requirements
- priorities and objectives with clear links to corporate priorities set out in the Corporate Strategy
- a structure chart
- a budget or resources statement
- action plans which include:
 - business as usual actions/activity
 - service/development transformation actions
 - delivery plan actionsand actions supporting corporate-wide strategies or partnership plans:
 - equality and diversity actions
 - climate and ecological emergency actions (including relevant [UN Sustainability Goals](#))
 - People Strategy actions
 - Corporate Safeguarding Strategy actions
- measures of success, baselines and targets

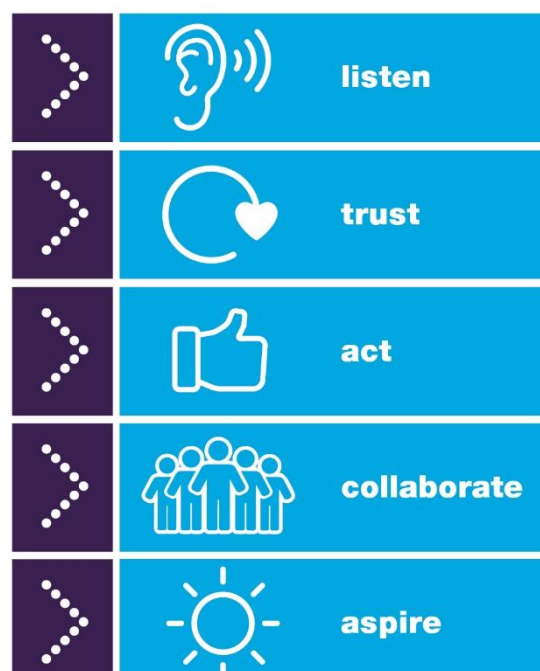
Service Directors can develop their Service Plans (including format and presentation) in accordance with their business needs whilst ensuring that the corporate minimum content requirements are met, clearly identifiable and visible. Once approved Service Plans will be published on the website.

Team & Personal Performance Plans:

Team plans are owned by the team managers who develop plans for taking forward their area of responsibility. The individual plans are prepared by team managers along with the individual in their performance development meetings.

Any colleague should be able to see a line **(the Golden Thread)** from their own personal performance plans to the Corporate Strategy, showing exactly how they contribute to the priorities and outcomes.

Personal performance will be guided by the People Strategy and will be based upon the agreed BCP Council behaviours.



BCP Council's Behaviour Framework

Performance Reporting

Key measures of success set out in the Corporate Strategy delivery plans will inform quarterly corporate performance reports. The reports will be prepared as part of an automated performance reporting process and feed into a corporate scorecard. Each agreed measure of success will have an allocated owner and:

- an agreed definition
- a baseline
- a target
- an intervention level
- an agreed frequency of reporting

These measures should be considered alongside complaints and compliments, audit and inspection reports, our own learning, other feedback and occasional survey findings. They will be reviewed to ensure emerging risks and issues are appropriately reflected and monitored.

Corporate performance reports will be prepared for Cabinet and Directors Strategy Group and published on the Council's website, promoting increased local transparency and accountability.

Progress against [UN Sustainability Goals](#) will be integral to the corporate performance reporting process.

Service Directors are responsible for monitoring and reporting progress with service plans to Corporate Directors.

Data Quality

Every stage of the performance and risk management process relies on evidence and data to allow the organisation to make judgements on:

- what BCP Council's needs are
- what its customers' needs are
- what it has achieved
- how it compares

It is therefore vital that all this information is founded on high quality, reliable, and timely data, otherwise the judgements that are based upon it are likely to be unsound, potentially rendering the whole process ineffective.

In general terms, every colleague that records data in a council system needs to be aware that they are responsible for, and have an impact upon, data quality.

Further information

For more information about how to undertake any elements of performance management, such as what should go into a service plan or how to develop a performance measure contact the [Policy and Performance Team](#).

Useful documents

- Corporate Strategy
- People Strategy
- Corporate Safeguarding Strategy
- Equality and Diversity Policy

Date:	March 2020	Author:	Bridget West
Version:	1.5	Review Date:	March 2021



OVERVIEW AND SCRUTINY BOARD

Report subject	Forward Plan
Meeting date	24 August 2020
Status	Public Report
Executive summary	The Chairman and Vice Chairman of the Overview and Scrutiny (O&S) Board have worked with Officers to identify the priority areas of work for the Board with contributions from the Board members. The work priorities of the Board have been developed on the basis of risk. The proposed Forward Plan is attached at Appendix A. The Board is asked to consider the proposals contained in the Forward Plan and approve or amend the contents. The current published Cabinet Forward Plan is attached at Appendix B to aid the Board in deciding on its priorities for scrutiny.
Recommendations	It is RECOMMENDED that the Overview and Scrutiny Board amend as appropriate and then approve the Forward Plan attached at Appendix A to this report.
Reason for recommendations	The Council's Constitution requires all Overview and Scrutiny bodies to set out proposed work in a Forward Plan which will be published with each agenda.

Portfolio Holder(s):	Not applicable
Corporate Director	Graham Farrant, Chief Executive
Contributors	Lindsay Marshall, Overview and Scrutiny Specialist
Wards	N/A
Classification	For Decision

Background

1. All Overview and Scrutiny (O&S) bodies are required by the Constitution to consider work priorities and set these out in a Forward Plan. When approved, this should be published with each agenda.
2. The Constitution requires that the Forward Plan of O&S bodies shall consist of work aligned to the principles of the function. The BCP Council O&S function is based upon six principles:
 1. Contributes to sound decision making in a timely way by holding decision makers to account as a 'critical friend'.
 2. A member led and owned function – seeks to continuously improve through self-reflection and development. Enables the voice and concerns of the public to be heard and reflected in the Council's decision-making process.
 3. Engages in decision making and policy development at an appropriate time to be able to have influence.
 4. Contributes to and reflects the vision and priorities of the council.
 5. Agile – able to respond to changing and emerging priorities at the right time with flexible working methods.
3. The O&S Board may take suggestions from a variety of sources to form its Forward Plan. This may include suggestions from members of the public, Officers of the Council, Portfolio Holders, the Cabinet and Council, members of the Board, and other Councillors who are not on the Board.
4. The Constitution requires that all suggestions for O&S work will be accompanied by detail outlining the background to the issue suggested, the proposed method of undertaking the work and likely timescale associated, and the anticipated outcome and value to be added by the work proposed. No item of work shall join the Forward Plan of the O&S Board without an assessment of this information.

Summary of financial implications

5. When establishing a Forward Plan, the Constitution requires the Overview and Scrutiny Board to take into account the resources, including Councillor availability, Officer and financial resources, available to support their proposals.
6. To ensure sufficient resource availability across all O&S bodies, Officer advice is that, in addition to agenda items, one additional item of scrutiny inquiry work may be commissioned by an Overview and Scrutiny body at any one time. This may take the form of a working group or task and finish group, for example. Bodies commissioned by the Overview and Scrutiny Board may have conferred upon them the power to act on behalf of the parent body in considering issues within the remit of the parent body and making recommendations directly to Portfolio Holders, Cabinet, Council or other bodies or people within the Council or externally as appropriate.

Summary of legal implications

7. The Council's Constitution requires all Overview and Scrutiny bodies to set out proposed work in a Forward Plan which will be published with each agenda.

Summary of human resources implications

8. N/A to this decision

Summary of environmental impact

9. N/A to this decision

Summary of public health implications

10. N/A to this decision

Summary of equality implications

11. Any member of the public may make suggestions for Overview and Scrutiny work. Further detail on this process is included with Part 4 of the Council's Constitution.

Summary of risk assessment

12. N/A to this decision.

Background papers

None

Appendices

Appendix A – Overview and Scrutiny Board proposed Forward Plan
Appendix B – Published Cabinet Forward Plan

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Forward Plan – BCP Overview and Scrutiny Board

Updated 10.08.2020

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer / Cabinet Portfolio Holder
Meeting Date – 24 August 2020				
1.	Scrutiny of Cabinet Items To consider the following Cabinet items as part of pre-decision scrutiny: - DLEP – FWP Corridor Programme - Performance Management Framework - Emergency Active Travel Fund Programme - Bournemouth Christchurch and Poole Parking Standards Supplementary Planning Document - Waste Services Policies - Disposal of Broadwaters site, Wick Lane, Bournemouth (change in sale price) - PSPO	To enable the Board to consider proposed Cabinet decisions and to make recommendations to Cabinet as appropriate.	Scrutiny of Cabinet reports and invitations to Cabinet Portfolio Holders to respond to questions.	Vikki Slade, Leader of the Council Andy Hadley, Portfolio Holder for Transport and Infrastructure Margaret Phipps, Portfolio Holder for Strategic Planning Felicity Rice, Portfolio Holder for Environment and Climate Change Lewis Allison, Portfolio Holder for Tourism and Communities

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer / Cabinet Portfolio Holder
2.	Covid-19 Recovery – Transport and Infrastructure To consider representations from: BH Active Local Bus and Rail Companies Local Disability Forum On the recovery process from impacts of the Covid-19 epidemic.	The purpose of this scrutiny is to listen to a wide range of stakeholders to gain a greater understanding of the wider effects of Covid-19 and to take into account the views of the external stakeholder in future scrutiny of the impact of Covid-19, in line with the Board's role as enabler of the voice and concerns of the public.		Andy Hadley, Portfolio Holder for Transport and Infrastructure
3.	BCP Community Safety Partnership Report 2020/21 O&S Board has the statutory responsibility for this area of scrutiny. The report will focus on the CSP Delivery Plan for the forthcoming year and will also highlight key achievements in the past year.	To enable the Board to consider the plan for the forthcoming year and make recommendations as appropriate and to undertake the statutory scrutiny role.	Separate report to the O&S Board	Andy Williams, Head of Safer Communities, Cllr Lewis Allison
Meeting Date 21 September 2020				
4.	Scrutiny of Cabinet Items Specific items will be determined dependent upon the Cabinet Forward Plan.	To enable the Board to consider proposed Cabinet decisions and to make recommendations to Cabinet as appropriate.	Scrutiny of Cabinet reports and invitations to Cabinet Portfolio Holders to respond to questions.	TBC dependent upon items
5.	Tricuro To consider the partnership arrangements and in particular the overall business case for the company.	TBC	TBC	Councillor Lesley Dedman, Portfolio Holder for Adult Social Care

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer / Cabinet Portfolio Holder
Commissioned Work Work commissioned by the Board (for example task and finish groups and working groups) is listed below: Note – to provide sufficient resource for effective scrutiny, one item of commissioned work will run at a time. Further commissioned work can commence upon completion of previous work.				
6.	Working Group – Organisational Development and Estates and Accommodation Strategy At its meeting of 6pm on 10 February 2020, the Overview and Scrutiny Board scrutinised a Cabinet report which outlined options and a recommendation for a Council hub at the Town Hall. The Board felt that further understanding of the evidence base and methodology was required and agreed to establish a working group.	1. To give opportunity for a 'deep dive' into the estates strategy in order to understand the evidence base, methodology and rationale behind the decision; 2. To understand the detail behind the proposed next steps for this work; 3. To understand how O&S may helpfully engage in this work going forward in order to add value to the related decisions and outcomes.	Working Group – Note: This working group met just prior to the Covid-19 epidemic resulted in considerable changes the working group undertook the first stage of this work but has not met again.	Julian Osgathorpe / Cllr Vikki Slade, Leader of the Council
7.	Working Group – BH Live / Provision of leisure services At its meeting at 6.00pm on 20 July 2020, the Overview and Scrutiny Board Scrutinised a Cabinet report which outlined options and recommendations regarding the provision of leisure services in Bournemouth and a separate report on the provision of leisure services in Poole. The Board felt that further understanding of the issues concerning the recommendations within these reports was required.	1. To provide an opportunity to look further into the issues as further information and evidence becomes available. 2. To support Cabinet in their decision making regarding this issue	Working Group – non-public	Bill Cotton,

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer / Cabinet Portfolio Holder
8.	Working Group – Economy and Tourism Impact of Covid 19	TBC	TBC	TBC
Items to be programmed The following items have been identified by the Overview and Scrutiny Board as requiring further scrutiny. Dates are TBC.				
9.	Pokesdown Station Lifts The Board considered this issue in July 2019 and agreed to monitor the progress and scrutinise further as required.	To allow the Board to retain an oversight of the issue and respond to any arising issues.	TBC	Councillor Andy Hadley, Portfolio Holder for Transport and Infrastructure
10.	Pay and Reward Strategy The Board considered this issue prior to a Cabinet decision in September 2019. The Board requested that they have an opportunity for further scrutiny prior to Cabinet agreeing the final Strategy.	To enable the Board to test, challenge and contribute to the development of the Strategy.	Scrutiny of Cabinet report and invitation to Cabinet Portfolio Holder to respond to questions.	Councillor Vikki Slade, Leader of the Council/ Matti Raudsepp, Director of Organisational Development.
11.	Lansdowne Digital Pilot The Board requested, at its meeting in November 2019, that the findings of the continuous monitoring for the Lansdowne Pilot.	To enable the Board to maintain an oversight of the findings.	Chairman and Vice-Chairman to consider and determine the best method for O&S Board to monitor this.	Councillor Vikki Slade, Leader of the Council
12.	Poole Town Centre Master Plan At its meeting in December 2019 the Board requested to undertake further scrutiny of the Masterplan for Poole town centre prior to its further consultation	To enable the Board the opportunity to further scrutinise the detail of the Master Plan for Poole Town Centre regeneration in further detail once drawn up and prior to further consultation.	TBC	Councillor Mark Howell, Portfolio Holder for Regeneration and Culture

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer / Cabinet Portfolio Holder
13.	Acquisition and Compulsory Purchase Order (CPO) Strategy At its meeting in December 2019 the Board requested to undertake further scrutiny of this strategy, which was referred to as part of the Poole Regeneration report.	To enable the Board to test, challenge and contribute to the development of this strategy prior to its final adoption.	TBC	Councillor Vikki Slade, Leader of the Council
14.	Review of Leisure Centre Management At its meeting in December 2019 the Board agreed to receive information from the consultants appointed to undertake the Leisure Services Review prior to	To enable the Board to have an early opportunity to contribute to the development of the Leisure Centre Review.	TBC	Councillor Lewis Allison, Portfolio Holder for Tourism, Leisure and Communities.
15.	Tricuro To consider the partnership arrangements and in particular the overall business case for the company.	TBC	TBC	Councillor Lesley Dedman, Portfolio Holder for Adult Social Care
16.	Green Credentials An annual report on the Council's progress to assess our performance against targets in respect of climate change.	To enable the Board to retain oversight of the Council's performance against climate change targets and make regular recommendations as required.	Annual Report to O&S	Councillor Felicity Rice, Portfolio Holder for Environment and Climate Change

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CABINET FORWARD PLAN – 1 AUGUST 2020 TO 30 NOVEMBER 2020

(PUBLICATION DATE – 11 August 2020)



What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Adult Social Care Strategy	To deliver to all stakeholders including the public, partners, colleagues and elected members a clear vision of Adult Social Care Priorities and how these will be delivered. To align this closely to the deliverables in the Corporate Strategy and Local NHS 5 Year plan.	Yes	Cabinet 9 Sep 2020	All Wards	Staff, Public, User, Partner and Elected Member engagement took place late 2019 and January 2020. A report will be presented to Members of the Health and Social Care Overview and Scrutiny Committee on 27th 2020.	Staff, Public, User, Partner and Elected Member consultation is taking place late 2019 and January 2020.	Jan Thurgood	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Public Spaces Protection Orders	To consider the consultation on the Poole Town Public Protection Order (PSPO) and to authorize consultation to consolidate alcohol control PSPO's	No	Cabinet 9 Sep 2020	All Wards			Andrew Williams	Open
DLEP - FWP Corridor Programme	To consider report detailing the proposed Ferndown, Wallisdown & Poole (FWP) Corridor Programme and approve request to add scheme and associated secured DLEP funding provision to 2020/21 LTP Capital Programme for delivery.	Yes	Cabinet 9 Sep 2020	Alderney & Bourne Valley; Kinson; Wallisdown & Winton West			Tim Forrester	Open
Disposal of Broadwaters, Wick Lane	To agree the financial offer for the disposal of the long leasehold interest of Broadwaters Wick Lane, Bournemouth	Yes	Cabinet 9 Sep 2020	East Southbourne & Tuckton			Sam Munnings	Fully exempt

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Performance Management Framework	To approve the performance management framework	No	Cabinet 9 Sep 2020				Graeme Smith, Bridget West	Open
Emergency Active Travel Fund Schemes	Update Cabinet on the progress of Department for Transport (DfT) Emergency Active Travel Fund Programme and seek approval to continue to develop and deliver schemes utilising the available funding	Yes	Cabinet 9 Sep 2020	All Wards			Julian McLaughlin	Open
Bournemouth Christchurch Poole Parking Standards Supplementary Planning Document	To seek authority to undertake public consultation on the Parking Supplementary Planning Document (SPD) for a period of 4 weeks commencing 7th September 2020.	Yes	Cabinet 9 Sep 2020	All Wards	Strategic Car Parking Review (Task and Finish Group), and officers from Growth & Infrastructure (Planning and Transportation). External Consultees.	4 Weeks public consultation following Cabinet on draft document.	Alexis Edwards	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Waste Services Policies	Since the formation of BCP Council in April 2019 it has been known that within waste services, there are several operating procedures that need to be aligned between the three legacy councils. Whilst a new waste strategy for BCP Council will be produced, there is currently national uncertainty regarding waste services. In December 2018, the document 'Our Waste, Our resources: a strategy for England' was published followed by a consultation period in 2019. Results of the consultation were published, and the second round of consultations are due to take place in 2021. Prior to developing our own waste strategy, there are several	No	Cabinet 9 Sep 2020				Larry Austin, Kate Langdown, Ian Poultney	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Traffic Regulation Orders - Hurn Court Lane	To seek approval to advertise changes to the traffic regulation order	No	Cabinet 9 Sep 2020	Commons			Julian McLaughlin	Open
Traffic Regulation Orders - Riverside Avenue	To seek approval to advertise changes to the traffic regulation order	No	Cabinet 9 Sep 2020	Littledown & Iford			Julian McLaughlin	Open
Managing Unauthorised Encampments: Policies and Procedures	To advise on the Members' Working Group Report of the same title, and invite consideration of its recommendations and any other options contained within the body of that report.	Yes	Cabinet 30 Sep 2020	All Wards			Peter Haikin	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Recommendations following the public selective and additional licensing consultation	To review and consider the results of the 12 week public consultation and present recommendations to cabinet for the proposals whether to implement additional and/or selective licensing	Yes	Cabinet 30 Sep 2020	All Wards	Public	Public consultation underway 13/1/206/4/20	Richard Jones	Open
Flood Defences - Poole Bridge to Hunger Hill	Request to submit the scheme's Outline Business Case (OBC) to the Environment Agency with a view to attracting Flood Defence Grant in Aid (FDGiA). This will also require a BCP contribution from CIL monies to construct the scheme from 2021.	Yes	Cabinet 30 Sep 2020	Poole Town	Landowners and developers (West Quay Road) Public bodies including Crown Estate, Environment Agency and Poole Harbour Commissioners Internal service areas - Planning, Legal Councillor FCERM Panel	On-going throughout OBC production	Catherine Corbin, Matt Hosey, Ben Murray	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Council Fleet Replacement Programme	To acknowledge the financial impact of the varied approach to fleet replacement by legacy Councils on the BCP Sustainable Fleet Strategy. Approve a long term financing strategy to support a rationalised BCP Sustainable Fleet Strategy.	Yes	Cabinet 30 Sep 2020 Council 10 Nov 2020		Front line service units, finance and legal services.		Kate Langdown	Open
Chapel Lane Site Development Plan	For Cabinet to consider the Site Development Plan for Chapel Lane, Poole and authorise next steps.	No	Cabinet 30 Sep 2020	Poole Town	Poole Quays Forum Society of Poole		Caroline McKay, Martin Tiffin	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Christchurch Bay and Harbour FCERM Strategy	Approval is sought to (a) proceed with securing funding from Flood Defence Grant in Aid and Local Levy (estimated to total £500,000) to develop a new Flood and Coastal Erosion Risk Management (FCERM) Strategy covering Christchurch Bay and Harbour, and (b) subject to funding being secured, then proceed with procuring a Consultant to produce the FCERM Strategy via the South Coast FCERM Framework administered by Eastern Solent Coastal Partnership	Yes	Cabinet 30 Sep 2020	Christchurch Town; East Southbourne & Tuckton; Highcliffe & Walkford; Mudeford, Stanpit & West Highcliffe	Environment Agency and New Forest District Council	Continual collaboration	Catherine Corbin, Alan Frampton, Matt Hosey	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
DfT Pothole Fund award report	Report detailing the award of £2.864m of funding from the Dept for Transport via the Pothole Fund, together with proposed programme of activity to utilise the funding.	Yes	Cabinet 30 Sep 2020	All Wards			Tim Forrester	Open
Lansdowne Programme	To update Cabinet on the Lansdowne Programme and to ask for approval of the proposed scheme	Yes	Cabinet 30 Sep 2020	Bournemouth Central			Chris Shephard	Open
2019/20 End of Year Performance Report	To provide a report on Performance during the 2019/20 financial year.	No	Cabinet 30 Sep 2020				Graeme Smith	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Installation of Heat Source The Club at Meyrick	To seek approval of the installation of the apparatus at the Club, Meyrick Park, situated on Five Parks Land	No	Cabinet 30 Sep 2020	Talbot & Branksome Woods			Michael Rowland	Open
Western Gateway Rail Strategy	Adoption of the long-term rail strategy for the Western Gateway	Yes	Cabinet 28 Oct 2020	All Wards	Train Operating Companies, Freight Operating Companies, Network Rail, DfT, Local Authorities, Sub-National Transport Bodies, and other interested parties	Three stakeholder workshops and a 4-week eConsultation	Alexis Edwards	Open
BIC Long Term Strategy		No	Cabinet 28 Oct 2020				Trudy Hicken	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
2020/21 Budget Monitoring & MTFP Update	Present an update of both the 2020/21 in-year financial position and progress towards setting a balanced budget for 2021/22	No	Cabinet 28 Oct 2020	All Wards			Adam Richens	Open
Estates and Accommodation - BCP Council Civic Centre	To outline the high level plan and cost for remodelling the BCP Council Civic Centre	Yes	Cabinet 28 Oct 2020	All Wards	Transformation Board and CMB		Matti Raudsepp	Open
Bereavement Services Business Plan - Phase 1	To approve phase 1 of a business plan for BCP Bereavement Services	Yes	Cabinet 25 Nov 2020	All Wards	Corporate Management Board Director of Environment and BCP Officers Funeral Directors	July 2019 to January 2020	Andy McDonald	Part exempt

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
BCP Council Economic Development Strategy	To approve BCP Council's Economic Development Strategy	No	Cabinet 25 Nov 2020	All Wards	N/A	N/A	Chris Shephard	Open
2020/21 Mid Year Performance Report	To provide an update on performance at the mid-year point	No	Cabinet 25 Nov 2020				Graeme Smith	Open
Quarter 2 Budget Monitoring Report 2020-21	To provide budget monitoring information for the end for quarter 2 with explanations for significant variances. The report may also include budget virements for approval by Cabinet or Council.	Yes	Cabinet 16 Dec 2020 Council 5 Jan 2021	All Wards	CMB	CMB	Nicola Webb	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Library Strategy	To produce a library strategy across all BCP libraries and the development of libraries as neighbourhood hubs.	No	Cabinet 16 Dec 2020				Medi Bernard, Chris Saunders	Open
Climate Action Annual Report 2019 20	Annual report on Climate Action in response to the Climate and Ecological Emergency.	No	Cabinet 16 Dec 2020 Council 5 Jan 2021	All Wards	Portfolio Holder for Environment and Climate Change, Climate Action Steering Group, Climate Action Members Working Group.	Regularly scheduled Group meetings and Portfolio Holder briefings.	Larry Austin	Open
Tourism and Destination Strategy	To agree the strategy for BCP	Yes	Cabinet 13 Jan 2021	All Wards	Portfolio Holder for Tourism, Leisure and Communities		Amanda Barrie, Chris Saunders	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Council Tax - Taxbase 2021/22	Present the proposed council tax base for council tax setting purposes in line with legislation and guidance	No	Cabinet 13 Jan 2021	All Wards			Adam Richens	Open
Quarter 3 Budget Monitoring Report 2020-21	To provide budget monitoring information for the end of quarter 3 including explanations for significant variances. The report may also include budget virements for approval by Cabinet or Council.	Yes	Cabinet 10 Feb 2021 Council 11 May 2021	All Wards	CMB	CMB	Adam Richens	Open
2021/22 Budget and Medium Term Financial Plan (MTFP)	Present the budget for 2021/22 including the annual resolution in respect of council tax.	No	Cabinet 10 Feb 2021	All Wards			Adam Richens	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Housing Revenue Account Budget Setting 2021/22	To set the HRA budget for 2021/22	Yes	Cabinet 10 Feb 2021	All Wards			Kate Ryan	Open
Western Gateway Sub-national Transport Body (STB)- Strategic Transport Plan	To advise Cabinet of the STB's intention to adopt its Strategic Transport Plan at its Board meeting in December 2020 subject to agreement of all its constituent members. This is also subject to the outcome of an active consultation period which will close on 31st July 2020.	No	Cabinet 10 Feb 2021	All Wards	Portfolio Holders for Transport and Infrastructure and Environment and Climate Change.	A public consultation is active until 31 July 2020 https://westerngatewaystb.org.uk/	Julian McLaughlin, Ewan Wilson	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Dedicated Schools Grant (DSG) Schools and Early Years Formulae 2021/22	To decide the funding formulae for mainstream schools and early years providers for 2021/22.	Yes	Cabinet 10 Feb 2021	All Wards	All maintained schools, academies and early providers in the BCP area with final recommendations to be provided by the Schools Forum.	Schools Forum is to consider the consultation approach in early autumn. Consultation papers will be issued to stakeholders in late October/early November with the response and final proposals put forward for Schools Forum consideration by the January 2021 meeting.	Neil Goddard	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Significant Changes to Linwood and Winchelsea Schools for September 2021	For Cabinet decision making whether to support the proposed changes	No	Children's Services Overview and Scrutiny Committee 26 Jan 2021 Cabinet 10 Feb 2021	Alderney & Bourne Valley; Winton East	Local Schools, Ward Councillors, Portfolio Holder for Children and Families, neighbouring LA's, special schools BCP places children within, families of schools affected, Governing body, staff and trade union representatives of schools affected.	Statutory notice in local paper (Bournemouth Echo), proposal document to be emailed to all key stakeholders, schools to share with families and to sign-post at schools, inclusion of documents at local libraries. Consultation period will run for 6 weeks.	Jack Cutler	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
BCP Homelessness Strategy	To co-produce a comprehensive and proactive homelessness strategy and related action plan for BCP.	Yes	Cabinet 10 Mar 2021	All Wards	BCP residents, Housing Portfolio Holder, All BCP Members, Adult Social Care, Children's Social Care, CCG, Police Homelessness Reduction Board and associated Partnership (included lived experience).	Launch event (Jan 2020), Public consultation and series of stakeholder workshop/ events Jan to June 2020.	Lorraine Mealings	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Housing Allocations Policy	To provide an aligned Housing Allocations policy in accordance with statutory orders.	Yes	Cabinet 10 Mar 2021		Housing Register Applicants, Councillors, Social Housing Landlords, Adult & Children's Services, Community Services	Full Consultation January – April 2020 Internal Council stakeholder consultation including all Member briefings, Landlord & Resident consultation, range of stakeholder events, online applicant survey.	Lorraine Mealings	Open
Highway Asset Management Policy and Strategy	To present the policy and strategy documents for BCP	Yes	Cabinet 10 Mar 2021	All	Cabinet	None	Gary Powell / Lynne Wait	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Corporate Asset Management Plan	To approve the Corporate Asset Management Plan	Yes	Cabinet 14 Apr 2021				Chris Shephard	
Suicide prevention	To approve a suicide prevention plan for BCP Council	Yes	Cabinet Date to be determined	All Wards	Plan has been developed taking a cross directorate approach with BCP Council Members and officers	Plan has been in development for 4 months	Sam Crowe	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Adult Social Care Charging Policy	To authorise the new Adult Social Care Charging Policy following the results of the public consultation	Yes	Cabinet Health and Adult Social Care Overview and Scrutiny Committee Dates to be determined	All Wards	Member of the public, current adult social care clients, adult social care systems and finance teams	A public consultation is currently under way including drop in sessions, focus groups, paper and online consultation forms. The consultation will close on 16th March and results will be presented to Overview and Scrutiny	Peter Courage	Open
Bournemouth, Christchurch, Poole Parking Standards Supplementary Planning Document	To agree the programme to adopt a new Bournemouth, Christchurch and Poole Parking Standards Supplementary Planning Document (SPD) including setting up of governance arrangements and approval to consult on the SPD.	Yes	Cabinet Date to be determined				Julian McLaughlin, Alexis Edwards, Mark Axford, Nick Perrins, Richard Pincroft, Trevor Sills, Helen Taverner, Ewan Wilson	Open

What is the subject?	What is the purpose of the issue?	Is this a Key Decision?	Decision Maker and Due Date	Wards	Who are the key stakeholders to be consulted before the decision is made?	What is the consultation process and period	Officer writing the report	Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?
Russell Coates Arts Gallery Museum Governance Report		No	Cabinet Date to be determined				Sarah Newman, Chris Saunders	Open
Beach Hut Policy	Harmonisation of policy, pricing, team location and booking system	No	Cabinet Date to be determined				Andrew Brown	Open
Voluntary Sector Compact	Adoption of compact dealing the Council's approach to working with the voluntary sector (harmonisation)	No	Cabinet Date to be determined	All Wards	Voluntary sector organisations and internal departments.	Summer 2020	Cat McMilan	Open
Community Regeneration Strategy	Approval of the strategy.	Yes	Cabinet Date to be determined	All Wards	The Community, internal departments, partner organisations and the Health & Wellbeing Board.	Public Consultation summer 2020.	Cat McMilan	Open

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