

Notice of Overview and Scrutiny Board



Date: Monday, 26 February 2024 at 6.00 pm

Venue: Committee Room, First Floor, BCP Civic Centre Annex, St Stephen's Rd, Bournemouth BH2 6LL

Membership:

Chairman:

Cllr S Bartlett

Vice Chairman:

Cllr S Aitkenhead

Cllr P Broadhead
Cllr L Dedman
Cllr B Dove
Cllr C Goodall

Cllr S Moore
Cllr L Northover
Cllr Dr F Rice
Cllr K Salmon

Cllr M Tarling
Cllr T Trent
Cllr O Walters

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?MIId=5783>

If you would like any further information on the items to be considered at the meeting please contact: Claire Johnston 01202 123663 or 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

16 February 2024

**DEBATE
NOT HATE**



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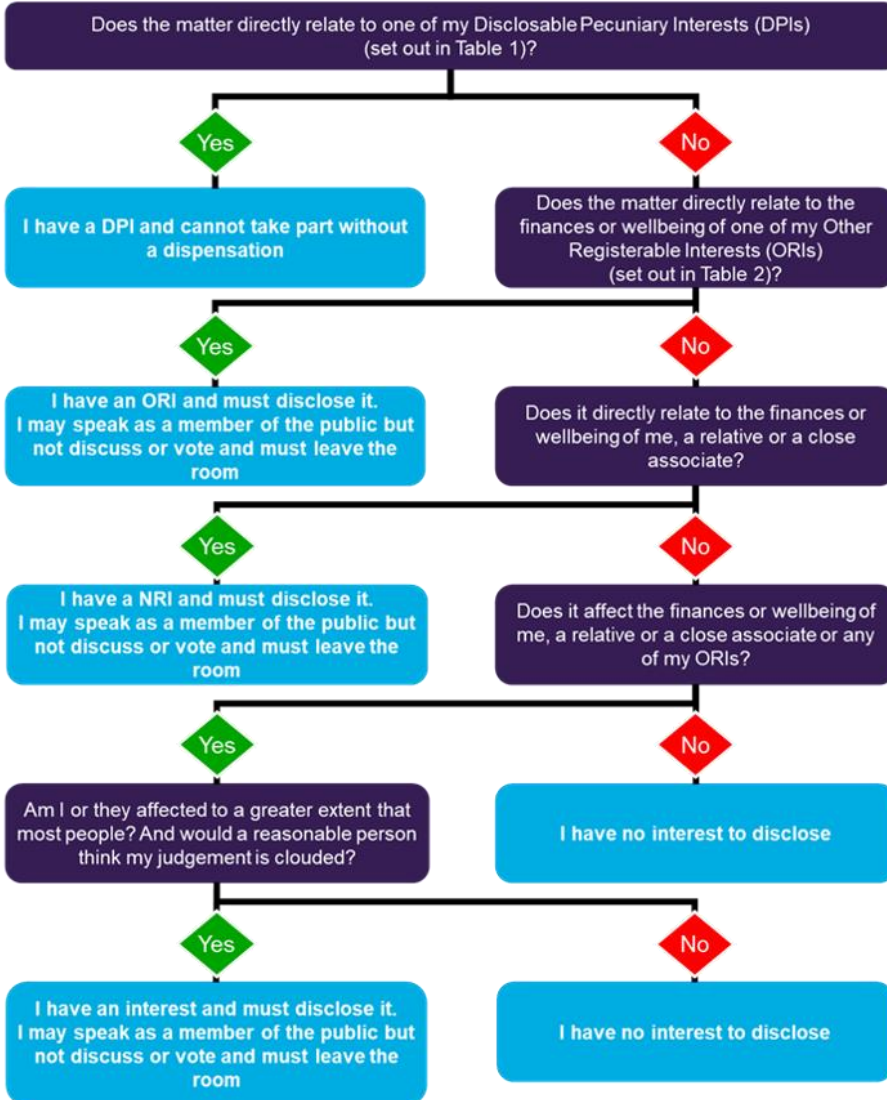
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Maintaining and promoting high standards of conduct

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



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
(janie.berry@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 Councillors.

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. Confirmation of Minutes

To confirm and sign as a correct record the minutes of the Meeting held on 29 January 2024.

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5. Public Issues

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/ieListMeetings.aspx?CommitteeID=151&Info=1&bcr=1>

The deadline for the submission of public questions is midday 3 clear working days before the meeting.

The deadline for the submission of a statement is midday the working day before the meeting.

The deadline for the submission of a petition is 10 working days before the meeting.

ITEMS OF BUSINESS

6. Our People and Communities: 20mph options appraisal

The purpose of this report is to present the outputs of a review of local and national 20mph initiatives and to seek endorsement for a programme to enable the delivery of 20mph speed limits to create safer neighbourhoods

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across the three towns and make journeys by all modes safer.

7. Wessex Fields Update

For the Board to consider a verbal update on Wessex Fields.

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8. Forward Plan

The Overview and Scrutiny (O&S) Board is asked to consider and identify work priorities for publication in a Forward Plan.

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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.

BOURNEMOUTH, CHRISTCHURCH AND POOLE COUNCIL
OVERVIEW AND SCRUTINY BOARD

Minutes of the Meeting held on 29 January 2024 at 6.00 pm

Present:-

Cllr S Bartlett – Chairman

Cllr S Aitkenhead – Vice-Chairman

Present: Cllr P Broadhead, Cllr L Dedman, Cllr C Goodall, Cllr S Moore,
Cllr L Northover, Cllr M Tarling, Cllr T Trent, Cllr O Walters,
Cllr J Beesley and Cllr A Keddie

Present Cllr F Rice

Virtually:

Also in Cllr R Burton, Cllr P Canavan, Cllr S Carr-Brown, Cllr M Cox,
attendance: Cllr A Martin and Cllr C Rigby

Also in Cllr B Dove, Cllr D Brown, Cllr M Earl, Cllr A Hadley and Cllr M
attendance LePoidevin

Virtually:

39. Apologies

Apologies were received from Cllr B Dove and Cllr K Salmon. Cllr B Dove joined the meeting virtually in their role as Chair of Children's Services Overview and Scrutiny Committee.

40. Substitute Members

Cllr J Beesley substituted for Cllr B Dove and Cllr A Keddie substituted for Cllr K Salmon.

41. Declarations of Interests

Cllr J Beesley declared for transparency an other interest in agenda item xx- BCP Council Libraries that they were a member of Arts Council Area Council for the South West.

Cllr M Tarling advised for transparency of a Disclosable Pecuniary Interest in agenda item x as their spouse was employed by BCP in Library Service

42. Confirmation of Minutes

The minutes of the meeting held on 8 January were approved as a correct record.

43. Public Issues

There were no public petitions or statements. Two public questions were received in relation to agenda item 7 from Mr A McKinstry and were responded to by the Cabinet Portfolio Holder for Finance, as follows:

1. Can we have confirmation of whether the following assets have been disposed of for capital receipt generating purposes:

35 Willis Way, Fleetsbridge;
Land on the north side of Crescent Road, central Bournemouth;
Southbourne Crossroads car park, Southbourne Coast Road.

None of these sites had been disposed of when I last looked into the matter in November 2023, though this position may have changed, as "forecast receipts" from the Fleetsbridge and Southbourne sites are mentioned in tonight's report for Item 7, Appendix 6. If any of these assets have now been disposed of, can we have details of the sale prices and the net proceeds arising; and if the Crescent Road site (unmentioned in the report) has not been disposed of, or is no longer being disposed of full-stop, please can we have the reasons?

Response:

It can now be confirmed that 35 Willis Way, Fleetsbridge was sold in December 2023 for £1.089m.

The sale of Southbourne Crossroads car park has not yet been completed but is still anticipated before 31 March 2023.

In respect Crescent Road, the private treaty sale in 2023 did not achieve the minimum Red Book valuation and was therefore withdrawn from the market. The Housing Delivery Team within BCP Council are now looking into the feasibility of a residential scheme.

2. Apropos the Section 25 report - Paragraph 71, "Legal claims against the Council" (p. 160). Am I right in assuming that the costs of hiring consultants to defend the Highmoor Farm appeal, and/or any costs award that may go against the Council, would be treated as "unforeseen events" and thus met using the Council's unearmarked reserves? Can you also confirm whether the Council's external auditor has been made aware / is being kept informed of this matter?

Response

You are correct the councils unearmarked reserves would need to be used to cover any costs falling to the council in respect of the Highmoor Farm planning appeal.

44. BCP Council Libraries – Creating a sustainable future

The Portfolio Holder for Customer, Communications and Culture and the Libraries and Customer Service Manager presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'A' to these minutes in the Minute Book. The Board was advised that local authorities were constantly evaluating the way they deliver services, not only taking account of financial pressures but equally changes in social trends, new technology and the evolving needs of their communities. However, since BCP Council was formed in 2019, there had not been a comprehensive look at the library service to ensure it remained relevant to the needs of local communities and to the circumstances in which the council now operated. The Board was informed that a review

was therefore overdue and that the Cabinet report set out the review framework.

It was noted that exploring interest in the alternative models of delivery may allow libraries to sustain and even improve their offer to communities as hubs for a variety of council/community services. A range of models including those that capitalised on the capacity in our communities, and the technology that was now available to support open access, would be explored to inform the final strategy. The Board raised a number of issues in the subsequent discussion including:

- The Private Finance Initiative for Bournemouth Library – It was noted that the £1.6million payable was for each year, for the next 8.5 years. The figure may vary slightly due to utility costs, etc. After investigation it had not been found that it was financially viable to withdraw from the contract as the scheduled payments would still need to be made.
- Use of Bournemouth Library – It was being used by the Citizen’s Advice Bureau. Whilst there was some office space there wasn’t additional space suited for other commercial uses.
- Support from the Arts Council – It was noted that it had no statutory responsibility for Libraries but were through the Department of Culture, Media and Sport working to encourage advocacy and collaboration. There were two types of grant funding available for projects and collaborative work. The next round of grants funding was due to take place in 2025.
- Consultation Process - It was acknowledged that it was good that the consultation would be engaging with non-library users. There was a need to understand why people were coming to libraries and also the reasons people were not using libraries.
- Building Survey - It was noted that the building survey seemed to be out of date for a number of locations, for example Christchurch and was not particularly relevant for the consultation.
- Volunteers – It was highlighted that this wasn’t always an effective means to deliver a service and it was something which officers and the Portfolio Holder would need to take into account.
- Stock Budget – It had reduced marginally over the years but there was a healthy budget which was shared. Consultation should be included on how the stock budget was utilised and it needed to be spent in a way which provided an efficient service.
- Data collection – it was noted that libraries collected figures on number of people entering the library and also the stock borrowed.
- Asset Management – In response to an issue raised on wording in the report the Portfolio Holder advised that they had not had any discussion with officers on closures of libraries. The paragraph in question was about how the Council could be more efficient with building use. The Board advised that if any libraries were in jeopardy this should be made very clear in the consultation.
- Social Value Assessment – It was important that this was included in the consultation and included the vulnerability of users, isolation and socioeconomic factors.

The Chair thanked the Officers and Portfolio Holder for attending and bringing the Cabinet report to the meeting.

The meeting adjourned at 7.03pm and resumed at 7.11pm.

45. Budget 2024/25 and Medium Term Financial Plan

The Portfolio Holder for Finance presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'B' to these minutes in the Minute Book. The Board was advised that the report set out for Cabinet consideration and recommendation to Council the proposed 2024/25 budget and council tax based on; increasing council tax by 2.99% in 2024/25 in line with the government's annual basic threshold, Collecting the full additional 2% Adult Social Care (ASC) precept in 2024/25, implementation of the approved financial strategy, £41m of further savings, efficiencies, and additional income generation required to correct the structural £30m deficit inherited from 2023/24 and other pressures, to set a legally balanced budget, and provide the basis of a more financially sustainable council moving forward. Recognise that the council is projecting to spend £29m more on Special Educational Needs and Disability services in 2024/25 than the funding specifically being made available by government. The consequential deficit this creates in the Dedicated Schools Grant (DSG) will mean the council is technically insolvent on 31 March 2024 (as the deficit on the DSG will be greater than the total reserves held by the council with a negative overall general fund position). Statutory guidance which means the deficit can be ignored by all councils until the 31 March 2026 provides interim protection for the Council. In the subsequent discussion a number of issues were raised by the Board including:

- Additional Funding - The use and amount of additional funding expected to be received from Central Government was discussed. It was expected that the Council would receive an additional £3.5million in addition to the previously notified finance settlement. A number of suggestions were made throughout the meeting with regards to the use of the additional funding including restoring the complex safeguarding service in Children's Services, general pressures around children's social care, day centres, areas identified within the public consultation.
- Report recommendations - It was confirmed that the report recommend the delegated authority be given to the Chief Executive in consultation with others to agree the proposed use for additional funding. However, it was noted that if the amount was confirmed prior to the Cabinet meeting it may be possible to take an addendum to the recommendations to Cabinet.
- Financial priorities of the administration – The Portfolio Holder advised that his personal priorities was to ensure a good level of reserves to mitigate any arising risks with some of the funding but in terms of spending it should be used on services which to reduce the most impact on end users.
- Impact on arts and culture provision – It was noted that a 10 percent reduction in the grant for the BSO had been negotiated. The Arts by the

Sea festival was currently funded for next year but it was suggested that more community based events should be considered. The social value of the music service was highlighted.

- Housing Revenue Account - It was noted that this was a ringfenced account with clear legislation governing what could be included. The changes were about ensuring absolute consistency between the two different area accounts and generally due to using inflation factors.
- Nature support – It was noted that the level of resources for the three Councils combined was the same as was in place for one predecessor Council.
- One-off Resources – The Portfolio Holder noted that these had previously been invested in services but these had been taken to be used in various ways to improve the overall financial health of the authority.
- Medium Term Financial Plan – It was noted that it was very difficult for Councils to plan their budgets when only receiving a one year settlement from central government. A Four-year period to balance the budget was outlined as longer-term decisions were required. Services would be transitioned to be fully self-funded over period of 4 years or to consider alternative provision.
- Income generation – The Board questioned the decision to close King's Park Nursery and whether there were any alternative options. There were proposed increase in fees and Charges. The Portfolio Holder advised that their intent was to do this safely and securely as the Council was not a commercial enterprise upon which risks could be taken.
- Adult Day Care – Whether consideration had been given to the important social value, for example use of the service had meant full time carers were able to retain their jobs. The Board were advised that the results of the consultation would be considered.
- Key Financial Risks – The O&S Board considered the S25 report which outlined the various different kinds of risks the Council was facing. Issues were raised concerning whether the contingency would remain unspent. It was noted that risks scores were outlined. If the savings were not realised, then the Council would look to implement an expenditure freeze from 31 March. The Board was advised that the Portfolio Holder would take all opportunities to improve the Council's financial health. It was noted that the contingency was considered sufficient to cover the possible arising risks, but it was noted that it was dependent upon which risks arose and when.
- High Needs SEND Budget – it was noted that the Safety Valve Plan had been submitted and that initial feedback indicated that it was credible and realistic, but a response was still awaited from the DfE. It was noted that a realistic solution to the problem was required. Questions were raised around the financing of the £4.9 million DSG deficit and the borrowing charges to finance the deficit.

The meeting adjourned at 7:54pm and resumed at 9.00pm.

(cont.)

- Community Asset Transfer – Questions were raised regarding the process and impact of community asset transfer. It was noted that the Communities Team alongside the estates and legal teams were looking into the process at present. There were a number of community organisations interested. The Board asked if all areas which had been losing money had been identified.
- Equalities Impact Needs Assessments – In response to a query it was noted that the whole budget was addressed in that attached to the report but that there were a number of individual assessments for different things. However, it would not be possible to include all of these with the report, Individual EINAs would still need to take place for other items.
- Freeze of all non-essential expenditure – In a response to a question on what was defined as non-essential it was explained that there were clear processes and procedures in place. There was a level of judgement call outside of statutory requirements. Everything would be challenged by budget holders. If assurance was provided that savings would be achieved by 1 April the recommendation did not need to apply.
- Budget Consultation – There were a number of issues raised regarding the consultation process and what the public were asked particularly as all areas within the consultation were still earmarked as cuts within the budget.
- Harmonisation – It was noted that CSAS officers in Christchurch were being funded through the parish precept and there were still differences with issues such as street lighting and food waste collection between the predecessor authority areas.

The Chairman and several members of the Board placed on record their thanks to the finance team in producing the budget. No recommendations were made by the Committee, but the Chairman reminded members that any requests for use of additional funding could be provided directly to the Portfolio Holder and that all members were welcome to attend the Cabinet meeting and make comments directly.

46. Work Plan

The Board noted the work plan and the items included for the next meeting. The Board was reminded that the next work programming workshop was scheduled for Monday 12 February.

The meeting ended at 10.25 pm

CHAIRMAN

CABINET



Report subject	Our People and Communities: 20mph options appraisal
Meeting date	6 March 2024
Status	Public Report
Executive summary	The purpose of this report is to present the outputs of a review of local and national 20mph initiatives and to seek endorsement for a programme to enable the delivery of 20mph speed limits to create safer neighbourhoods across the three towns and make journeys by all modes safer. This will be achieved in areas through consultation with residents in priority communities, and through the reinstatement of a dedicated 20mph speed limit budget allocation within the Council's Local Transport Plan (LTP) Capital programme.
Recommendation	It is RECOMMENDED that Cabinet recommend to Council: a) that a dedicated budget is included in the Local Transport Plan (LTP) Capital programme for 2024/25 financial year to recommence delivery of 20mph speed limits on a neighbourhood basis with a focus on residential roads and this is continued into future years subject to the availability of capital funding.
Reason for recommendation	There are approximately 77 areas across the conurbation that already have 20mph limits in place as shown in Appendix A. The installation of further 20mph limits would create safer neighbourhoods and streets which is aligned with both the Our People and Communities and Our Place and Environment vision and ambitions within the Corporate Strategy. Local evidence suggests that 20mph speed limit only schemes are effective at reducing the number and severity of collisions that result in injuries and death on roads. This report therefore recommends that a dedicated 20mph speed limit budget is established.

Portfolio Holder(s):	Cllr Vikki Slade Leader of the Council and Portfolio Holder for Dynamic Places Cllr Millie Earl Deputy Leader of the Council and the Portfolio Holder for Connected Communities Cllr Andy Hadley Portfolio Holder for Climate Response, Environment and Energy
Corporate Director	Jess Gibbons - Chief Operations Officer
Report Authors	Julian McLaughlin - Director for Infrastructure Richard Pincroft - Head of Transport and Sustainable Travel Richard Pearson - Transport Network Manager
Wards	Council-wide
Classification	For Recommendation

Background

National and International data linked to traffic speed and impact of the speed of traffic

- Speed is a key factor in the number and severity of collisions and studies by the Royal Society for the Prevention of Accidents and Road Wise (and others) have shown that there is a significant link between speed of motor vehicles and the severity of the outcome of a collision. At 20mph a pedestrian has an 97.5% chance of survival when struck by a vehicle whereas at 30mph that drops significantly to 80%¹. A vehicle's stopping distance is 12m at 20mph and 23m at 30mph².
- If motor vehicles are travelling at 20mph, instead of 30mph, this reduces the differential speed between them and people walking or cycling, which improves actual and perceived safety. People generally cycle at between 10 and 15mph. Safety concerns are a key barrier to more people using active modes. The current Cycle Infrastructure Design guidance, Local Transport Note 1/20 recommends that where traffic speeds are in excess of 20mph, then segregated cycling infrastructure is required in order for that route to be suitable for the majority of people to be able to cycle. Dedicated cycle infrastructure is expensive and introducing more 20mph speed limits therefore means more roads would be inherently safer for cyclists (subject to vehicle

¹ [The chance of a pedestrian surviving - Roadwise](#)

² [Highway Code Stopping Distances \(publishing.service.gov.uk\)](#)

speeds reducing) without the costs and disruption associated with the introduction of segregated cycle facilities.

3. The International Transport Forum at the Organisation for Economic Co-operation and Development (OECD), World Health Organisation (WHO), the Parliamentary Advisory Council for Transport Safety and the National Institute for Health and Care Excellence (NICE) all recommend 20mph speed limits in residential areas for reasons including improving safety, reducing conflicts and enabling more walking and cycling.
4. The RAC Foundation (motoring research organisation) supports “the introduction of 20mph limits wherever there is an over-riding road safety case”, but states that “the mobility and productivity needs of road users must also be taken into account”.
5. ‘20 is Plenty’ is a not-for-profit national group founded in 2007 based mainly on the concept that reducing speed limits reduces traffic speeds and this in turn reduces road casualties and creates a more pleasant road environment. 30mph is the national default speed set in UK legislation for urban roads (Section 81 of The Road Traffic Regulation Act 1984) and this group campaigns for the introduction of 20mph limits in all residential streets.

UK guidance and research for 20mph speed limits and zones

6. Before 1991, local authorities were not permitted to set speed limits below 30mph (according to the Road Traffic Regulation Act 1984). Since then, amendments to the Act and a number of Department for Transport (DfT) Circulars (providing advice to transport professionals and local councils) have allowed reduced speed limits to be applied in appropriate circumstances in accordance with the following guidance: Setting Local Speed Limits (DfT Circular 01/2013).
7. The current DfT guidance (2013) on setting local speed limits says that the speed limit on a road should be set to reflect the characteristics of the road so that any speed limit is mainly self-enforcing, i.e., most drivers will naturally drive at a speed close to the limit because they will recognise the character of the road and adjust their speed to suit:

“Speed limits should be evidence-led and self-explaining and seek to reinforce people’s assessment of what is a safe speed to travel. They should encourage self-compliance. Speed limits should be seen by drivers as the maximum rather than a target speed.”
8. In this context any speed enforcement conducted by local Police forces is rational, proportionate and justifiable and this approach therefore helps maintain public support for policing by consent. The DfT guidance advises that 20mph limits are permitted where the mean (average) vehicle speed on a road has been measured as being 24mph or less.
9. There are two types of 20mph treatments, 1) 20mph zones; which have physical measures to reduce speed e.g., road humps/cushions, point closures

for motorised vehicles, mini-roundabouts, pedestrian crossings, chicanes, painted 20mph roundels and 2) 20mph limit; which have signs and no physical measures albeit can be complemented with painted 20mph roundels at regular intervals. The physical measures associated with zones make them significantly more expensive to implement than limit only schemes.

10. There have been two major studies on 20mph schemes in the UK in recent years. The Atkins report (2018) and the PACTS (Parliamentary Advisory Council for Transport Safety) report (2023) The outcomes of these are summarised in Appendix D and E respectively. Atkins highlights acceptance levels of the change amongst different groups, and that these increased after implementation. PACTS supports lower speed limits in urban areas but stresses that it is important that these deliver real benefits and not the illusion of change.
11. National research suggests (refer to appendices D and E and DfT Circular 01/2013):
 - a. 20mph limit schemes typically reduce traffic speeds by up to approximately 1mph but on some routes can reduce speed by up to 2mph, where the mean traffic speed was 25mph before the intervention. There is some evidence to suggest that greater speed reductions can arise; 3 to 5mph where speeds were approximately 30mph before.
 - b. 20mph limit schemes reduce casualties by 0 to 11%.
 - c. 20mph zones reduce casualties by between 40 and 60%.
12. A summary of what some other authorities have implemented and learnt is included in Appendix F.

Assessment of local (existing) 20mph zones and speed limits

13. There are currently approximately 55 x 20mph zones (with physical measures) already across BCP (many are very small outside of schools) and 22 x 20mph speed limit schemes (signs only) in total across the Council's highway network as shown in Appendix A.
14. A review of these 20mph zones and limit schemes has been undertaken and analysis of the data is summarised as follows:
 - a. 20mph limit schemes have achieved a casualty collision reduction of 48%.
 - b. 20mph zone schemes have achieved a casualty collision reduction of 37%.
 - c. The average casualty collision reduction across all types of 20mph scheme is 40%.

Noting:

- i. In the majority of cases there is 5 years of before and after casualty data.
 - ii. There are fewer limit schemes than zones and therefore the reduction for limit schemes may be statistically less certain than for zones and this may account for the significant variance between the performance of local schemes and more comprehensive national studies.
 - iii. The ongoing average financial benefit of the current 20mph schemes across BCP is approximately £3.9m per annum based on Department for Transport (DfT) figures for the assessment of the cost benefit of reducing casualties. No economic assessment has been carried out to understand the benefits relating to increases in active travel or the financial disbenefits of increase in journey times.
15. Casualty reduction is generally achieved where there is a historic road casualty problem. If there is no history of casualties, then casualty reduction is likely to be minimal or zero, albeit there could be perceptions of improved safety and wider active travel benefits. The assessment of 20mph limit schemes (mainly in Poole) suggests that the outcome locally has been significantly better than national studies found in regard to casualty reduction.
16. Prior to the 2023/24 financial year, the Council had a dedicated 20mph speed limit and/or zone budget allocation in the Local Transport Plan (LTP) Capital programme and the officer process for assessment and prioritisation of these schemes forms part of the minor transport guidance³ (refer to page 12 of the guidance). The council continues to receive regular requests for new 20mph schemes and there are currently 60 scheme requests on the list.

Partnership engagement

17. Dorset Police are a partner, and statutory consultee regarding the Traffic Regulation Orders (TRO) needed to make a speed limit change. They are the only authority with powers to enforce speed limits and have commented as follows:
- a. *‘Dorset Police would support a reduction in speed limit from 30mph to 20mph where a clear evidenced based approach has been taken, to demonstrate that the measure will initiate a reduction in speed and where possible to quantify and relevant, a related drop in collisions.*
 - b. *It’s important to note that Dorset Police will not be able to supply additional resource to monitor and enforce any proposed reduction in speed limits from 30mph to 20mph, and that operations to do so, would have to be built into existing operational capability.*

³ [BCP Council Minor Transport Scheme Request Guidance](#)

- c. *As with any speed limit, Dorset Police would focus its monitoring and enforcement activity based on risk, and in line with National Police Chief Council guidelines. With 20mph limits, and specifically in line with those guidelines, Dorset Police would only enforce where there is a significant risk from continuous high speeds, i.e. a proportionate approach*.
18. Dorset Police and the council work together as part of the Dorset Road Safe Partnership which includes community speed watch groups to encourage speed compliance in areas of concern.
19. The council and Go South Coast (GSC) trading locally as Morebus are members of the Enhanced Bus Partnership. GSC has advised that it supports the implementation of 20mph speed limits in residential roads where it is appropriate. It does not however, support the implementation of 20mph speed limits in roads and streets that are on bus routes where there is no obvious need for a reduction in speed limit from 30mph to 20mph due to the impact that it would have on journey times and service reliability. If not carefully considered this could increase operational costs leading to some routes no longer being commercially viable.

Options appraisal for 20mph speed limit and/or zone delivery across BCP

20. The following options have been considered:
- a. Do nothing. **NOT RECOMMENDED.** This would only see 20mph speed limit schemes or zones introduced as part of the delivery of schemes around schools and where historically significant numbers of casualties and or casualty clusters have arisen. Or as part of developer funded projects where relevant or as part of other capital improvement projects.
- b. **RECOMMENDED OPTION.** Commitment to deliver 20mph speed limits in residential roads and along appropriate routes across the three towns; delivery facilitated using the Local Transport Plan (LTP) Capital Programme to ensure that 20mph speed limit changes are delivered across areas annually (refer to plan in Appendix B showing indicative neighbourhoods for prioritisation). This would lead to neighbourhood areas and localised sections of non-residential routes where appropriate e.g. local high streets/centres being made safer and help to promote an increase in active travel.

The programme would be prioritised by ranking areas with reference to the Local Cycle and Walking Infrastructure Plan (LCWIP)⁴ to bring forward 20mph limits across areas that offer the best opportunity to reduce casualties and also promote active travel. The amount of funding available each year would be confirmed as part of the annual LTP Capital Programme approval process. Note: for the 2024/25 financial year the recommended allocation is £149k.

⁴ [BCP Council LCWIP 2022 \(bcpcouncil.gov.uk\)](https://www.bcpCouncil.gov.uk/lcwip2022)

All roads within and on the boundaries of proposed areas or zones would be considered for 20mph treatment including for example local centres on distribution roads e.g., Wimborne Road through the Winton High St. area. Noting: Many other examples exist and could be feasible. Following delivery the impacts to be monitored to inform future delivery.

The impact of delivered schemes would be reviewed regularly to ensure value for money and if required following completion of the 20mph speed limits a programme of installing physical features shall follow where the evidence demonstrates they are needed.

- c. Council to deliver 20mph zones (includes physical features) to cover all residential roads and suitable local centres: **NOT RECOMMENDED**

Although desirable in some regards, the estimated cost of installing zones across residential areas of BCP is in excess of £300m and therefore unfortunately this option is considered beyond the scope of any funding that is, or likely to become available. Furthermore, analysis of the local evidence suggests that 20mph speed limit only schemes are better value for money.

21. Table showing summarised impacts (approximated) of options:

Options ->	a (No change)	b (Some annual capital allocation to deliver limit schemes in prioritised areas)	c (Commitment to deliver 20mph zones across BCP)
Affordable	✓	✓	x
Likely casualty reduction impact	✓	✓✓	✓✓✓
Effectiveness at promoting active travel	✓	✓✓	✓✓✓
Noise reduction	✓	✓✓	✓ to ✓✓✓

Probable impact on emissions	Negligible	Probably None	Probably None
Probable impact on brake and rubber particulates.	Some reduction	Some reduction	Some reduction
Overall Economic Impact	unknown	unknown	unknown
		Recommended	

Summary of financial implications

22. Summary of financial implications of the options:
- a. Do nothing = No change when compared to 2023/24 financial year.
 - b. Do something (20mph limits) = Affordable as part of the LTP Capital Programme budget setting process if there is a dedicated 20mph speed limit budget to enable phased delivery. Note: there are no revenue implications because all resources and works associated with the implementation of speed limits and/or zones can be recharged to the LTP programme. The LTP 2024/25 Cabinet report recommends a £149k budget for 20mph Speed Limit implementation.
RECOMMENDED
 - c. Do something (20mph zones in all residential roads) = unaffordable.
23. The recommended option b), is affordable within the scope of existing capital budgets and has the advantage of maximising the benefits of 20mph speed limits whilst minimising their disbenefits through more detailed assessment and consultation in regard to how and over what extent the 20mph speed limits would be applied - this would not be a blanket 20mph speed limit everywhere approach. Further to the above, it has the advantage that the programme can be accelerated in future years if/when more LTP Capital Programme grant is available. The intention would be to focus on areas where 20mph speed limit is likely to have the greatest benefit using an evidenced based approach. In addition, any proposed areas would be subject engagement with local Members to ensure transparency and buy-in from the start.
24. The impact of any new 20mph speed limits would be monitored in future years to ensure that they are effective and therefore, represent value for money. This would be assessed by pre-implementation surveys and then analysis 3-years post-implementation.

25. The total cost of implementing 20mph across all BCP neighbourhoods is difficult to calculate accurately due to the varied characteristics of local areas. Implementation costs of any early phases would be monitored to inform the number of areas that could be implemented in future years.

Summary of legal implications

26. The Council, as Highway Authority can make traffic regulation orders (TROs) under the Road Traffic Regulation Act 1984, including moving orders relating to speed so can lawfully proceed with any of the options subject to it following the legally prescribed process for TROs.
27. The recommended option would enable the Council to progress with a prioritised programme of 20mph speed limit schemes local schemes that would be consulted on locally prior to a formal decision to progress.

Summary of human resources implications

28. If the option b) is supported, then officers in the Transport and Sustainable Travel Unit would develop an updated prioritised list and implementation programme for delivery based on the neighbourhood areas shown in Appendix B and prioritised according to the available evidence including likely casualty reduction and propensity for increases in active travel noted in the LCWIP.
29. The cost of preparing the lists and forward scheme programme would be recharged to the LTP capital programme.
30. The Council's consultation and communication teams would be required to promote, facilitate and report the outputs of public engagement regarding proposed 20mph speed limit changes. The costs associated with this activity including officer time would be rechargeable to the LTP capital programme. This is also the case for any finance (inc. procurement) and legal resource.

Summary of sustainability impact

31. A Transport for London (TfL) report⁵ suggests that 20mph zones have no net negative effect on emissions and that the resulting reduced acceleration and braking reduces brake and tyre particulate emissions. If a speed reduction is achieved, the study suggests that a noise reduction would also arise. Other studies suggest that vehicles operate less efficiently below 30mph and with higher resulting tailpipe emissions.
32. If vehicle speeds are reduced, then there should be an increase in walking, wheeling, cycling and scooting.

Summary of public health implications

33. TfL reported (see reference in section 31 above) that lowering vehicle speeds in urban areas supports a shift to walking and cycling. It refers to an evaluation

⁵ [Speed, emissions & health \(tfl.gov.uk\)](https://www.tfl.gov.uk/road-works/speed-emissions-health) 2018

of 20mph zones in Edinburgh which found the proportion of primary school children walking to school rose from 58% to 74%, cycling to school rose from 3% to 22% and taking the car to school fell from 21% to 13%. There is also some evidence in national studies that 20mph schemes help encourage active travel.

34. Active travel is strongly supported by Public Health organisations due to the positive physical and mental health and wellbeing impacts.
35. The possible changes in emissions of all types are considered to be marginal as there are both positive and negative impacts that are relatively small and difficult to accurately quantify.
36. The average casualty collision reduction across all types of 20mph scheme is 40%. Public Health work in partnership with the Police and council to reduce road related casualties as part of the Dorset Road Safety Partnership.
37. Public Health Dorset (PHD) have offered their support to the proposal as a means of improving safety and enabling more people to walk, wheel and cycle (active travel). Increasing active travel offers significant opportunity for improving and protecting the health and wellbeing of people in BCP through increasing physical activity, reducing death and injury from crashes, and improving air quality. The proposal aligns with the objective of 'Building movement into daily life' in Dorset's physical activity strategy: A Movement for Movement which has been endorsed by BCP Health and Wellbeing Board. Measures to increase safety and create environments that support active travel and the public health benefits it can bring are most effective when accompanied by multi component or 'mixed' interventions to encourage behaviour change e.g. 20 mph speed limits along with School Streets programmes, travel plans, cycle skills training etc.

Summary of equality implications

38. A brief Equalities Impact Assessment (EIA) screening has been prepared, see Appendix C. The extent of equality implications will depend on the scale, nature of and areas/places considered, and an EIA will be undertaken for each scheme. At this stage general impacts can be identified but the degree to how people are affected will be proportionate to the level of change from the current position.
39. The Road Safety community generally accepts that reduction of speed limits will reduce the number and severity of road traffic accidents. Some protected groups are more likely to be involved in and have more severe accidents. Further inequalities arise from recovery times and the health impacts of accidents. Research has shown age and disability impacts with children, much younger adults, older people and disabled people disproportionately negatively impacted. People covered by pregnancy and maternity are also affected. The costs to society of road traffic accidents needs consideration as a counterpoint to the additional time costs through slower residential driving speeds when 20mph areas are introduced.

40. Reduction of accidents is the main reason for introducing 20mph areas, but a more equal highway environment, reducing the dominance of motor vehicles, improves conditions for active travel. This is of benefit for people that regularly walk, wheel or cycle. This also could encourage under-represented groups to travel differently as some specific concerns raised to a higher extent by these groups are addressed. By enabling safer travel choices there will be a particular positive impact on lower income households who are less likely to have access to a car.
41. Creating 20mph zones prioritises decreasing accidents and reduction of the impact of motor traffic in neighbourhoods over personal mobility freedoms for drivers and passengers. Additional economic costs arise from longer journey times and any displacement of traffic will impact other areas where 20mph zones are not implemented. (Unless all residential areas are covered which means speed limits are equal – eliminating time advantages by taking another route). The economic impact of any extent of 20-mph limits will affect all, but some groups who rely on cars or works vehicles will be particularly affected, including care workers, people that rely on taxis, some parents with young children and disabled people where the car is their only possible means of travel. The profile of people who proportionately drive more – men, middle aged groups, people without a disability, white British, heterosexuals and Christians will generally consider their freedoms associated with driving are being compromised, though individual views may vary.
42. At this stage equality considerations are generic and to guide the high-level options for BCP future strategy in this area. Detailed and local impacts and mitigations to resolve concerns need to be evaluated at a later stage. The perspective is whether to prioritise reducing the number and severity of traffic accidents – which do negatively impact the more vulnerable in society to a higher extent. Or whether to highlight wider economic considerations which are likely to affect far more people but with a much lesser individual impact than that of a serious road accident.
43. Public consultation on specific area proposals should be carried out to evaluate the likely impact more fully on those with protected characteristics before any final decision is taken to progress a local scheme.

Summary of risk assessment

44. There is a risk that the delivery of 20mph speed limits with no consideration of the characteristics of the roads could create a culture of non-compliance. This is because if the roads are not characteristically roads that drivers would tend to drive at 24mph or slower they may perceive the speed limit to be inappropriate or unjustified and may therefore ignore it. Police enforcement is likely to be limited and in combination this may cause a culture of general non-compliance to speed limits. These risks are hard to quantify and essentially relate to public attitudes and levels of acceptance of any interventions. In Wales there is some emerging evidence that vehicles speeds may be increasing following the national rollout of 20mph. The more rational and well

evidenced an approach is, the higher the likely acceptance and compliance. Public engagement on an area-by-area basis should minimise this risk.

45. The implementation of any highway measures involves traffic management and there is an element of risk to the public and the workforce during delivery although this can be mitigated by the correct and lawful use of traffic management in line with statutory guidance and best practice.
46. The Transport Secretary and DfT have recently launched a Plan for Drivers to focus more on drivers and this may conflict with some recommendations within this report, in particular options c) and d):

[Plan for drivers - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

This policy position only recently emerged but suggests that widespread (blanket) use of 20mph limits is not appropriate.

It states the Government will:

Update guidance (in England) on 20mph speed limits. While 20mph zones are an important tool in improving road safety in residential areas, over-use risks undermining public acceptance, so we are clear that 20mph zones should be considered on a road-by-road basis to ensure local consent, not as blanket measures.

Background papers

Atkins Report:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/757307/20mph-headline-report.pdf

PACTs report (funded by Road Safety Trust):

<https://www.roadsafetytrust.org.uk/news/20mph-more-effective-when-accompanied-by-traffic-calming-o313y>

Speed, emissions & health The impact of vehicle speed on emissions & health: an Evidence summary June 2018: <https://content.tfl.gov.uk/speed-emissions-and-health.pdf>

Welsh 20mph assessment report:

<https://senedd.wales/media/fo3ibze5/sub-ld15187-em-e.pdf>

Appendices

Appendix A – Maps showing existing roads with 20mph speed limits across BCP

Appendix B – Map showing indicative future 20mph speed limit areas for prioritisation

Appendix C – EIA Screening

Appendix D – Summary of Atkins Report

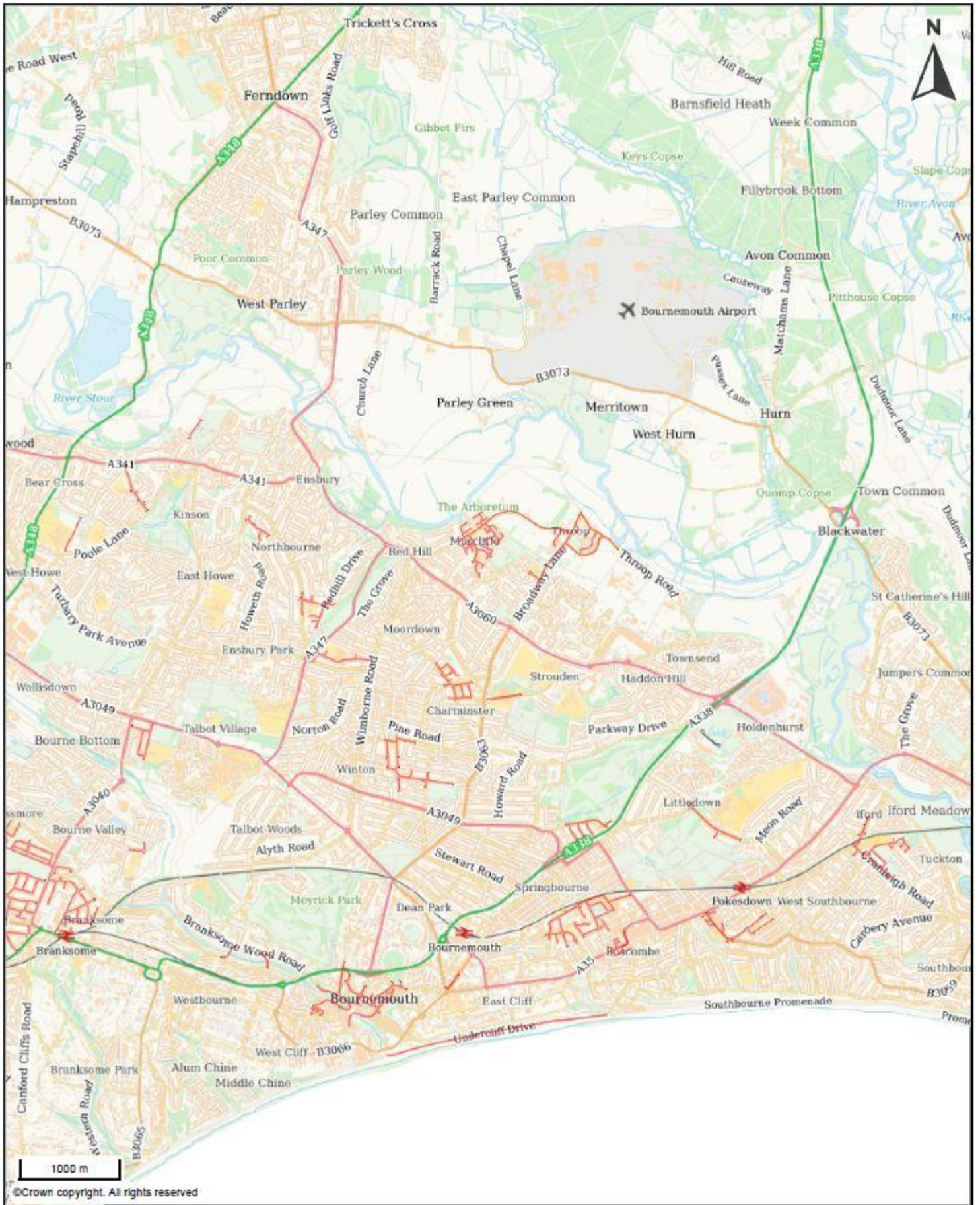
Appendix E – Summary of PACTS Report

Appendix F – A Summary of What Some Other Authorities Have Implemented and Learnt

BCP West

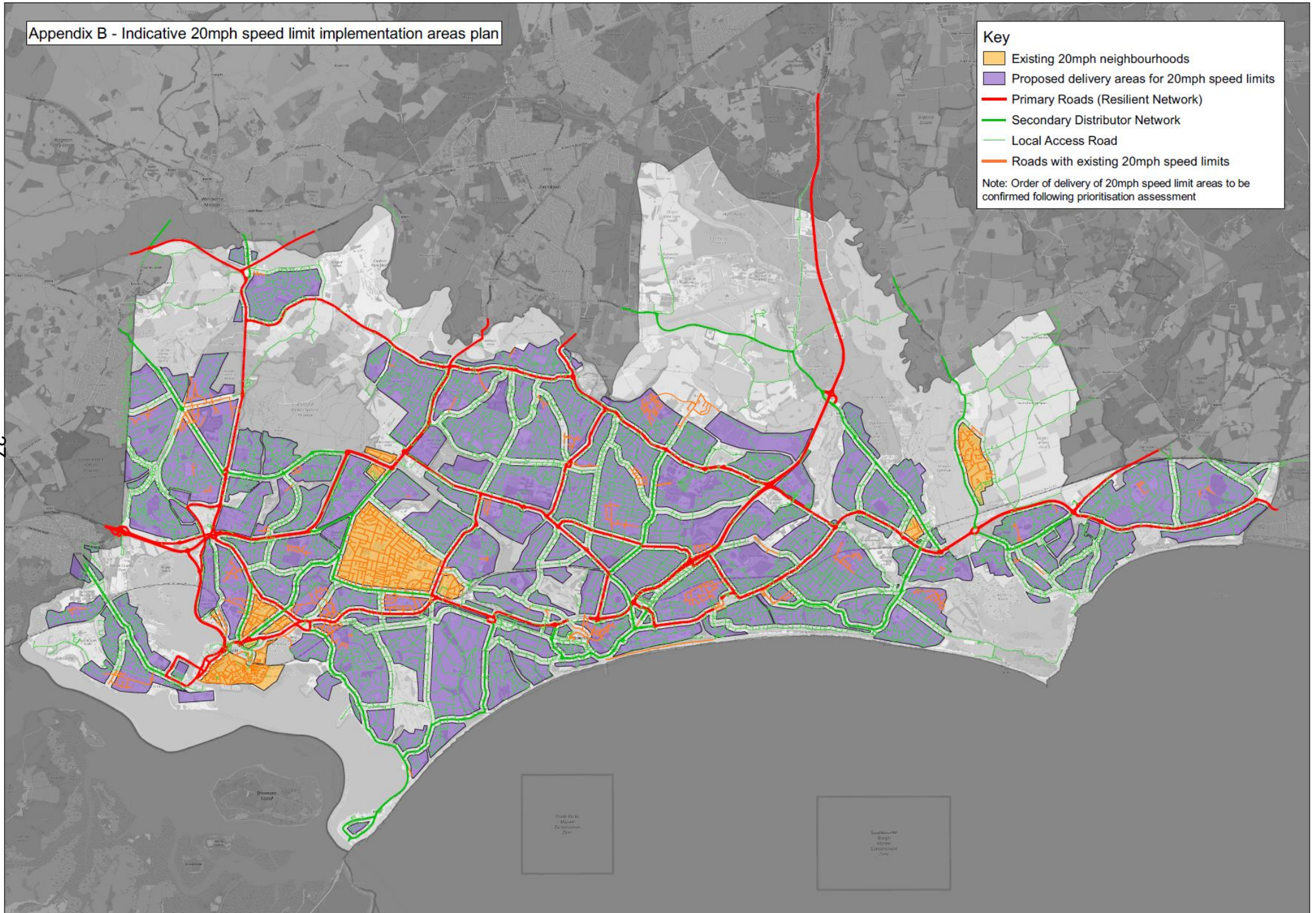


BCP Central





Appendix B - Map showing indicative future 20mph speed limit areas for prioritisation.



Equality Impact Assessment: conversation screening tool

The Council is legally required by the Equality Act 2010 to evidence how it has considered its equality duties in its decision-making process.

The Council must have due regard to the need to -

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Having due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to -

- (a) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;
- (b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;
- (c) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

A link to the full text of [s149 of the Equality Act 2010](#) which must be considered when making decisions.

	<p>Policy/Service under development/review:</p>	<p>Progression of options as part of our road safety remit, to evaluate the policy for 20-mph speed limits on residential roads in BCP. These include maintaining the current position and consideration of expansion of the number of roads with a 20-mph speed limit.</p> <p>The Council had a statutory duty under section 39 of the 1988 Road Traffic Act to take steps to both reduce and prevent road collisions and casualties. In general, reducing speed limits is considered to contribute to reduction of numbers of and severity of Road Traffic Collisions – RTC’s.</p>
	<p>Are changes being made to the policy/service?</p>	<p>The proposal is options, to review the extent of 20-mph speed limits in residential areas in accordance with the council Road Safety remit. Initially this will involve a consultation to establish a consensus on the extent to increase the number of locations where a 20-mph limit applies. Specific locations or projects are not being evaluated at this stage.</p> <p>There are three broad options –</p>

		<ol style="list-style-type: none"> 1. Continue to use the existing ranking process – assessing schemes on their merit and progressing subject to existing budgets. 2. Implement 1 to 4 targeted 20 mph speed limit zones each year. 3. Commitment to 20 mph speed limits on residential roads to be implemented incrementally, so all of applicable areas of BCP are in place by 2035. <p>As background, 20-mph speeds limits are introduced in two ways. Either through physical measures – road humps, cushions, pedestrian crossings; or by signage only for a particular stretch of road or zone.</p> <p>Implementing 20-mph zones in the BCP area is not new as there are currently 76 roads or zones where a 20mph limit exists. These are shown on a map – appendix 1, at the end of the screening tool. The location of these roads/zones is based on the willingness of the legacy authorities to introduce them with more areas in Poole and fewer proportionately in Bournemouth and Christchurch. There is not any conclusive link with the level of social deprivation in an area - as 20-mph areas are spread geographically over the BCP area with varying levels of prosperity.</p>
	Service Unit:	Infrastructure
	Persons present in the conversation and their role/experience in the service:	Richard Pearson – Transport Network Manager/Professionally qualified with more than 30 years' experience. Richard Barnes – Service Unit Equality Champion.
	Conversation dates:	19/9/2023, 16/1023.
	Do you know your current or potential client base? Who are the key stakeholders?	<p>All road users – but specifically –</p> <p>Residents in streets considered for introduction of a 20-mph limit and people that travel using these streets – motorists, pedestrians, bus passengers, cyclists/wheelers. Changes to speed limits can influence how people travel, so all travel is potentially relevant.</p> <p>Emergency services – as changes in speed limits are likely to affect response times.</p>

		<p>Businesses/organisations that particularly rely on road transport – bus operators, taxis, haulage companies, delivery drivers.</p> <p>Agencies in healthcare, road safety, accident prevention, the police where changes in speed limits impact on the number and severity of road traffic accidents.</p>
	<p>Do different groups have different needs or experiences in relation to the policy/service?</p>	<p>The progression of 20-mph zones in residential areas is often divisive, with polarised views. The equality challenge is to identify the impacts on different groups considering information from campaigning road safety organisations and the opposite libertarian perspective citing impact on driving freedoms. There are many different needs or experiences in-between.</p> <p>Reducing the speed limit to 20-mph, is a key factor in reducing the number and severity of collisions according to the Royal Society for the Prevention of Accidents - ROSPA. At 20-mph a pedestrian has a 97.5% chance of survival when struck by a vehicle. At 30-mph the chance of survival falls to 80%.</p> <p>RTC's disproportionately affect people that drive powered two wheelers, pedal cyclists and pedestrians. Termed Vulnerable Road Users – VRU's – 77% of those killed or seriously injured are VRU's.</p> <p>Accidents rates are also higher in more deprived areas. In Wales a country wide 20-mph speed limit for residential roads has recently been introduced. A report making the case for implementation cited accident rates – particularly for child pedestrians, as figures were much higher for children from more deprived areas.</p> <p>Residents of residential roads where speed limits are reduced to 20 mph will have less vehicle noise and intrusion from motor vehicles.</p> <p>Reducing the speed limit is also considered beneficial to increase active travel – encouraging more people to walk, cycle or wheel as the environment on a 20-mph road is safer and the car less dominant. Studies have shown that where 20-mph zones are introduced, journeys by foot and bicycle have increased. In Edinburgh there was a 7% increase in journeys on foot and 5% by cycle, In Bristol the mode share of cyclists related to a scheme increased by 4%.</p> <p>Motorists where the speed limit has been reduced to 20-mph are likely to have different needs or experiences with views expressed that this is an impact on personal freedoms and causes longer journey times</p>

		<p>with related economic impacts. The Royal Automotive Club – RAC foundation, mentions that the “Mobility and productivity needs of road users must also be taken into account”. (when 20 mph areas are being considered).</p> <p>Changes to reduce the speed possible on a particular road or area will impact people and business/organisations using the area where changes are made. Where travel is by car or delivery vehicle, reducing speed is likely to be viewed as negative due to increased journey times.</p> <p>For others using active travel – walking/cycling/wheeling – an improved road environment for their needs is likely to be seen as positive.</p> <p>The link between reduction of speed limits and fewer and less severe accidents varies according to local conditions, specific scheme implemented and accident records. Accepting this, any reductions in speeds are going to benefit certain age groups – specifically children, younger adults and much older elderly people. All of which statistically are more prone to accidents. Disabled people are likely to be more seriously affected by an accident and any reduction in the likelihood of an accident will be a benefit. Lower speed limits will also help pregnant women and children with their parents/guardians feel safer on traffic calmed roads, so a Pregnancy and Maternity benefit applies.</p> <p>Lower speeds limits, with motor traffic less dominant on roads will encourage active travel -with benefits based on the profile of people that already walk and cycle. A BCP Council travel survey (October 2018-January 2019) showed that more men, middle aged people, people that do not have a disability, white other (in terms of race) and non-Christians are more likely to cycle. Much younger, much older age groups, people without a disability and LGBT+ (non-heterosexual people) are more likely to walk. As a result, creating a better environment for walking and cycling through reducing the speed of traffic is likely to be seen as positive to the groups above. Women according to the same survey are less likely to cycle, citing concerns about personal safety. Reducing speed limits may alleviate some of these concerns and encourage women and others put off due to safety concerns to now consider cycling.</p> <p>Negative impacts from additional journey times through additional costs potentially affect all, whether they drive or not as this affects transit costs. The BCP Council</p>
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		<p>travel survey showed that men, middle aged groups, people without a disability, white British people, heterosexuals and Christians were more likely to drive so they are likely to be proportionately impacted by any longer journey times. The profile of car passengers is also known with women and much younger age groups far more likely to undertake car journeys as passengers, so these groups will also be affected.</p> <p>The Measurement Framework for Equality and Human Rights (from the Human Rights Commission) has Health as one of its domains. Reducing the numbers and severity of accidents will contribute to this area, as well as benefits from healthier lifestyles resulting from more active travel.</p>
8.	Will the policy or service change affect any of these service users?	<p>Yes – the benefits and concerns outlined above will affect people that live and travel through the areas affected and also through related economic impacts and changes in accident profiles.</p> <p>The extent that people and organisations will be impacted will depend on the extent of any increase in the areas covered by a 20-mph limit. Targeted local schemes will mainly affect the immediate area; if the coverage of 20 mph is extended to all residential areas in BCP any impacts, both positive and negative will be more significant. At this stage this EIA can only cover general impacts as specific issues will arise from individual schemes which are not yet decided.</p>
9.	What are the benefits or positive impacts of the policy/service change on current or potential service users?	<p>Lower traffic speeds are likely to improve road safety and improve the road environment. This will reduce road casualties – notably in areas where there is a record of RTC's, but far less likely in locations where there is not a history of accidents. RTC's disproportionately impact the more vulnerable in society – the very young (children), younger, elderly and disabled people. Women who are pregnant and people with young children are also more vulnerable.</p> <p>As an example - in BCP the 2021 Road Safety Report cites the 16-25 yr age group are the most likely to be involved in a Killed or Seriously Injured - KSI Accident, at 27% of all such accidents– yet they form 12% of the total BCP population.</p> <p>Vulnerable Road Users are both more likely to be involved in an RTC and also more likely to be hurt more seriously and take longer to recover. Where the speed limit is reduced in an area prone to accidents a positive impact will result for those more vulnerable to accidents. As some evidence suggests, people - especially children who live in more deprived areas –</p>

		<p>are more prone to being involved in an RTC. Where a scheme is implemented in areas of higher social deprivation benefits are likely to be greater due to a higher accident rate. This is a positive for such areas and their residents.</p> <p>Where a reduced speed limit encourages greater take up of active travel some health benefits will result from higher levels of physical activity and wellbeing. Some groups notably those on lower incomes, who are less likely to have access to a car will see a positive impact from an environment that encourages sustainable travel. The 2018/19 BCP Travel survey showed a correlation between car ownership and deprivation – households in the lowest 10% according to the deprivation index had car ownership at 75% compared to 96% of households in the highest 10% - i.e. the most prosperous areas.</p> <p>The same BCP Travel survey asked for reasons that put people off cycling and walking. Personal safety was proportionately higher for women and for cycling - the under 35 age group. Where speed limits are reduced this could particularly encourage cycling for women and younger people and walking for women.</p> <p>The Department for Transport Road Casualties report 2018, estimated that the cost to society of RTC's was £11.8 billion. Implementing 20 mph areas where there is a record of accidents is likely to provide significant economic benefits. As RTC's impact the more vulnerable in society any means to reduce the numbers will also reduce impacts on relatives and households of these people, those likely to be closely connected to an individual more likely to have an accident could include – those who are a parent or have an elderly partner.</p>
10.	<p>What are the negative impacts of the policy/service change on current or potential service users?</p>	<p>Any significant increase in the coverage of roads restricted to 20mph will have economic costs through longer journey times, noting the RAC point that the mobility and productivity of road users' needs taking into account. These economic costs will affect some groups to a greater extent. Some disabled people rely on their motor vehicle for all their mobility needs as they are unable to use other means of transport. People with young children (pregnancy and maternity) may view that a car is the only practical means of transport for their circumstances. Care workers usually very much rely on cars to enable necessary visits. People on lower incomes (socio-economic status) will be disproportionately impacted by increased costs arising from longer journeys. Current cost of living</p>

		<p>pressures will heighten any increased costs resulting from implementing additional 20 mph locations.</p> <p>Introduction of 20-mph areas focused on residential streets is likely to displace traffic onto roads where higher speed limits remain. Predicting impact on the wider road network is uncertain, but increased congestion could result in impacts to those living on non-residential roads from higher traffic levels – noise and pollution. Those people are likely to be on lower incomes as prosperous residential areas are often away from main roads.</p> <p>People that use taxis may experience higher charges due to longer journey times resulting in higher fares and also by longer routes where a taxi avoids 20-mph zones – say due to traffic calming. The BCP Travel survey did not provide any equality information relative to taxi use, but some elderly and disabled people are likely to use taxis more than others.</p> <p>Where changes are made to road layouts studies have shown, that people react in different ways. A Transport for All study - 'Pave the Way' January 2021, covered the impact of Low Traffic Neighbourhoods – LTN's, on disabled people. It mentioned that 'Any change implemented which affects the movement of vehicles and pedestrians as well as flow of traffic will inevitably have some sort of impact on disabled people who feel the changes more strongly due to limited alternative options for travel'. The report also mentioned that change itself can be an access barrier. (Creating 20mph zones, especially those with physical traffic calming features are similar to LTN's)</p>
11.	Will the policy or service change affect employees?	Yes, particularly for employees with the characteristics highlighted as being impacted above. BCP Council employees, to different extents travel to, from work and for work purposes. Those who travel by car are more likely to view 20 mph areas as negative, alternatively a better environment for walking, cycling and wheeling provided through additional 20 mph area will be more positive for employees that travel as such.
12.	Will the policy or service change affect the wider community?	Yes. As described in the benefits and disbenefits above.
13.	What mitigating actions are planned or already in place for those negatively affected by	This screening tool forms part of a BCP Council Cabinet Report to provide information for options in relation to 20 mph roads/zones. Only general impacts are able to be considered at this point. <u>If a different approach from the existing policy is proposed,</u>

	<p>the policy/service change?</p>	<p>consultation will provide detail of different viewpoints and provide equality perspectives. Detail on mitigating actions will follow resulting from individual schemes; If a BCP wide 20 mph rollout is proposed, then equality issues raised in the consultation will be proportionately greater and need applicable mitigation.</p> <p>As a general point local and national transport policy is to encourage sustainable and active travel to reduce car use and provide viable options for people that do not have access to a car. Levels of car ownership result in congestion, pressure on parking spaces and car dependency. Investing in other means of transport and facilities that make active travel safer are a mitigating action which reduce some negative impacts on motorists of introducing new 20 mph areas.</p> <p>Parking pressures are high where vehicle ownership and available parking spaces are insufficient to accommodate the demand. As an alternative to car ownership and use, the Council is investing in arrangements and options that provide alternative transport choices such as facilities that make active travel safer and more attractive, bus subsidies, car share and Beryl Bikes.</p> <p>An area wide approach covering all of BCP will increase the scale of some impacts, but others will be reduced. A consistent approach will mean that impacts from traffic will not transfer to other residential roads as all areas will be covered by a 20-mph limit.</p>
<p>14.</p>	<p>Summary of Equality Implications:</p>	<p>The extent of equality implications from any changes to the existing council policy and then introduction of additional locations will depend on the scale, nature of and areas/places considered. At this stage general impacts can be identified but the degree to how people are affected will be proportionate to the level of change from the current position.</p> <p>The Road Safety community generally accepts that reduction of speed limits will reduce the number of and severity of road traffic accidents. Some protected groups are more likely to be involved in and have more severe accidents. Further inequalities arise from recovery times and the health impacts of accidents. Research has shown age and disability impacts with children, much younger adults, older people and disabled people disproportionately negatively impacted. People covered by pregnancy and maternity are also affected. The costs to society of road traffic accidents needs consideration as a counterpoint to the additional</p>

time costs through slower residential driving speeds when 20-mph areas are introduced.

Reduction of accidents is the main reason for introducing 20mph areas, but a more equal highway environment, reducing the dominance of motor vehicles, improves conditions for active travel. This is of benefit for people that regularly walk, wheel or cycle. This also could encourage under-represented groups to travel differently as some specific concerns raised to a higher extent by these groups are addressed. By enabling safer travel choices there will be a particular positive impact on lower income households who are less likely to have access to a car.

Creating 20-mph zones prioritises decreasing accidents and reduction of the impact of motor traffic in neighbourhoods over personal mobility freedoms for drivers and passengers. Additional economic costs arise from longer journey times and any displacement of traffic will impact other areas where 20-mph zones are not implemented. (Unless all residential areas are covered which means speed limits are equal – eliminating time advantages by taking another route). The economic impact of any extent of 20-mph limits will affect all, but some groups who rely on cars or works vehicles will be particularly affected, including care workers, people that rely on taxis, some parents with young children and disabled people where the car is their only possible means of travel. The profile of people who proportionately drive more – men, middle aged groups, people without a disability, white British, heterosexuals and Christians will generally consider their freedoms associated with driving are being compromised, though individual views may vary.

At this stage equality considerations are generic and to guide the high-level options for BCP future strategy in this area. Detailed and local impacts and mitigations to resolve concerns need to be evaluated at a later stage. The perspective is whether to prioritise reducing the number and severity of traffic accidents – which do negatively impact the more vulnerable in society to a higher extent. Or whether to highlight wider economic and liberty considerations which are likely to affect far more people but with a much lesser individual impact than that of a serious road accident.

Appendix D – Summary of Atkins Report

Key points from Atkins report 2018 are as follows:

- a. Based on 12 study areas of limit only 20mph schemes with a combined length of over 700km across England that had been implemented more than 3 years before the report was published (i.e. there is monitoring data) and where the median speed was 24mph or less prior to the change.
- b. The stated reasons for the scheme's introduction were:
 - i. Transport related (Casualty reduction, rat running, reduce negative impact of cars)
 - ii. Community or political reasons (Community concerns about speed, safety and the quality of the environment. Community pressure on the Council. Cllr led – seen as a low-cost solution.)
- iii. Health related (To encourage active travel and improve health and wellbeing)
 - c. The study examined the level of support for 20mph (signed only) limits amongst different user groups through questionnaire surveys. This showed high levels of post implementation support amongst cyclists (81%), residents (75%), and non-resident drivers (66%); but less support amongst residents in neighbouring 30mph areas (44%) and opposition from motorcyclists (29% supportive, 47% unsupportive). There was limited call for the limit to be changed back to 30mph (12% support amongst residents and 21% amongst non-resident drivers).
 - d. Overall support amongst residents increased after the implementation of the schemes (from +58% to +63%), suggesting that some pre-implementation concerns did not materialise or became more acceptable.
 - e. The most common area of concern across all user groups considered was around compliance, with most focus groups and survey participants of the opinion that stronger enforcement measures are needed if 20mph limits are to be effective.
 - f. The journey speed analysis showed that the median speed fell by 0.7mph in residential areas and 0.9mph in city centre areas.
 - g. The study concluded that there was no measurable reduction in road casualties.
 - h. There was some evidence of a small perceived or real reduction in the volume of vehicles using the roads.
 - i. Journey times were found to have increased by approximately 4%.
 - j. 5% of residents surveyed said they were walking more and 2% said they were cycling more.
 - k. Local authorities have responded positively to revised guidelines on the setting of local speed limits (DfT Circular 01/2013), resulting in a substantial growth in signed only 20mph area-wide limits in recent years, covering larger areas and often entire urban areas. The majority of 20mph limits have been implemented on roads where the average speed prior to implementation was typically less than

24mph; and the case studies have generally been implemented on the basis that they should be self-enforcing, with no expectation of additional police enforcement - in line with DfT guidance.

A logic map approach, articulating the process by which the scheme is expected to deliver outcomes and wider impacts, can help identify the monitoring priorities. For example, where speed reduction is a key objective then data on observed speeds will be important; but where the scheme is focused on improving the attractiveness of the area for walking and cycling, then attitudinal surveys are arguably more informative.

Appendix E – Summary of PACTS Report

A more recent (2023) study carried out by the Parliamentary Advisory Council for Transport Safety (PACTS) together with an international team of road safety experts was funded by The Road Safety Trust.

The study considered examples from the UK, France, Germany, The Netherlands, Norway, Sweden and Switzerland. The report drew evidence from 24 previous studies in the UK.

It found great variability in the quality and amount of data available to enable objective findings to be drawn, however it did reach some useful overall conclusions.

In brief summary the PACTS report concluded:

- a) The use of 20mph speed limits can help support a Safe Systems approach to road casualty reduction.
- b) 20mph limit only schemes reduce speed by 1 to 2mph where speeds were approximately 25mph before, and 3 to 5mph where speeds were approximately 30mph before.
- c) 20mph limit only schemes reduce road casualties by 11%.
- d) 20mph zones reduce road casualties by 40%. (DfT suggests 60% in DfT Circular 01/2013)
- e) Speed plays an important role in delivering casualty reduction and increasing active travel.
- f) Traffic speeds of around 20mph also make walking and cycling more appealing – a crucial step towards the Government's desire that 50% of journeys will be walked or cycled by 2030.
- g) Compliance to 20mph limit only schemes is poor.
- h) The emergence and use of Intelligent Speed Assistance (ISA) is the most effective in-vehicle system for reducing speed in 20mph limit only areas.

- i) That public money spent on self-enforcing 20mph zones has substantially greater effects than when it is spent on just the signs and road markings of 20mph limits.
- j) It also refers to DfT guidance that states that there should be no expectation on the police to provide enforcement beyond their routine activity.

Appendix F – A Summary of What Some Other Authorities Have Implemented and Learnt.

Bristol: In 2012, Bristol City Council voted to introduce 20mph speed limits throughout the city. The 20mph speed limit was introduced in six phases between January 2014 and September 2015. The roll-out sought to improve health and well-being across the city, taking a holistic perspective as to how slower traffic speeds might impact on people's lives. In 2018 the council commissioned University West of England (UWE) to undertake an analysis of the 20mph roll out project⁶ and the conclusions included the following:

- This study has found statistically significant reductions in average traffic speeds of 2.7mph across the city of Bristol, following the introduction of 20mph speed limits. This is a larger reduction than seen in previous evaluations in other cities, but may reflect the study methodology.
- Over the period of the 20mph limit implementation, there has been a reduction in the number of fatal, serious and slight injuries from road traffic collisions, equating to estimated cost savings of over £15 million per year.
- Although there is still majority support for 20mph speed limits in Bristol, there remains concern about compliance and behaviour of other drivers.
- Walking and cycling across Bristol has increased, both among children travelling to school and adults travelling to work.
- The introduction of 20mph speed limits in Bristol offers a model for other towns and cities across the UK, who are seeking to reduce traffic speeds, cut road traffic casualties, and promote community health and well-being through road danger reduction.

Cornwall: Has stated intention to reduce the speed limit on residential and urban roads to 20mph. This is being delivered on the basis of an area-by-area approach following consultation with communities, with priority being given to Urban areas with high pedestrian and cyclist movements, including areas around schools, shops, markets, playgrounds. It introduced 3 pilot areas in 2022 in Camelford, Falmouth and Penryth. It has set out a forward programme from 2023/24 to 2026/27 to deliver 30 more areas across these years.

⁶ <https://uwe-repository.worktribe.com/output/875541>

Oxfordshire: Oxfordshire approved expenditure of up to £8m to implement 20mph schemes and has stated an intent to bring in 20mph areas to 234 of their 310 parishes. In December 2023 it announced the first 18 areas. It is considering 20mph in areas that must meet the following criteria:

- be supported by the local town or parish council **and** the local County Councillors **and**
- be within the extent of the built-up environment of the town or village where vulnerable road users and vehicles mix in a frequent and planned manner **and**
- have an existing speed limit of no greater than 40mph **and**
- be in an environment that explains and justifies a lower speed limit to the driver.

Dorset: Dorset has allocated annual provision of £75k from LTP capital programme to implement 20mph schemes in areas that meet the following criteria:

- In towns or villages where there is a depth of residential development and high levels of pedestrian and cycle movement or there is a potential for high levels of pedestrian and cycle movement if a 20mph scheme was introduced; they should not be on roads where the movement of motor vehicles is the primary function.
- Where existing mean speeds provide a realistic opportunity for compliance: DfT guidance states that 20mph schemes should be self-enforcing. If the mean speed is already at or below 24mph, introducing a 20mph speed limit through signing alone is likely to lead to general compliance with the new speed limit. Mean speeds above 24mph are likely to require additional traffic management or enforcement measures.
- Conservation areas.

Their intent is to focus on areas where there is significant Cllr and public support.

Wales: The Welsh Government took a decision to roll 20mph speed limit only schemes on residential roads nationally on 17 September 2023 at a reported cost of around £32.5m. The Government report concluded the following:

- Improved road safety resulting from a reduction in average speeds could result in a positive financial return to government from the policy over 30 years of around £25 million, due to cost savings associated with reduced emergency services and hospital treatment, with savings of ca. £58 million.
- The policy could also create substantial wider economic benefits due to improved road safety (£1.4bn), environmental and health benefits from more active travel (£0.5bn) and further heretofore unquantified benefits from more vibrant and connected local economies.

- However, set against this is the potential for dis-benefits to businesses and households from increased journey times. Based on the current assessment, when included, the value of such dis-benefits (£6.4bn) could outweigh the other positive economic benefits, though the range around those journey time disbenefits is wide (£2.8bn-£8.9bn) and around three quarters of those disbenefits are likely to be attributable to trips with journey time impacts of less than 2 minutes.
- Overall an indicative central estimate of the monetised net present value of the policy is calculated to be a negative £4.54bn.
- Excluding the journey time disbenefits the net present value of the policy is a positive £1.9bn.
- In real terms the central estimate (including journey time benefits) of the policy trades off a journey time cost of 1 min per journey against an average annual reduction of 9 fatalities, 98 serious injuries and 219 slight injuries, and an average annual increase in cycling and walking trips of around 11 million.
- It is important to note that there are a number of wider benefits such as reduced noise pollution, broader impacts health impacts from active travel, increased social interactions, retail spending and land values that are not included in this calculation. Moreover the increases in individuals' travel time are likely to be small and so there is uncertainty about the opportunity cost of that time.
- The exceptions process creates scope to further reduce the impact on journey times while maintaining safety benefits.
- Once the 20mph policy has been fully implemented, it is expected that a wider range of data will become available through monitoring activities. This may enable analysis of the policy's broader impacts to be undertaken, which could improve the overall assessment of economic benefits delivered by the policy.

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OVERVIEW AND SCRUTINY BOARD



Report subject	Forward Plan
Meeting date	26 February 2024
Status	Public Report
Executive summary	The Overview and Scrutiny (O&S) Board is asked to consider and identify work priorities for publication in a Forward Plan.
Recommendations	<p>It is RECOMMENDED that the O&S Board:</p> <ul style="list-style-type: none"> a) Consider, update and confirm its Forward Plan. b) Consider and confirm the agreements made in O&S workshops to develop a lens and a framework for scrutiny, as set out in Appendix E to this report. c) Note the next steps in developing the Board’s work programme, as set out in Appendix E to this report.
Reason for recommendations	The Council’s Constitution requires all Overview and Scrutiny Committees to set out proposed work in a Forward Plan which will be published with each agenda
Portfolio Holder(s):	N/A – O&S is a non-executive function
Corporate Director	Graham Farrant, Chief Executive
Report Authors	Lindsay Marshall, Overview and Scrutiny Specialist
Wards	Council-wide
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. It is good practice for the Forward Plan to be kept under regular review by the Board, and in this report councillors are asked to discuss and agree work priorities for the next meeting to allow sufficient

time for report preparation as appropriate. See the Forward Plan attached at Appendix B to this report.

2. Three work- planning workshops were held with the O&S Board during December 2023 - February 2024. The aim of the workshops was to develop an approach to O&S work programming at BCP that is based on good practice, addresses improvements already identified for O&S and will frame scrutiny work during 2024/25 and beyond. Councillors were supported with expert advice and guidance by officers and the Centre for Governance and Scrutiny (CfGS). Throughout the workshops councillors agreed a lens that will provide a focus for O&S work. Councillors also developed a framework that sets out how O&S will identify and carry out work along with a format for monitoring information on an ongoing basis outside of meetings. The Board is asked to confirm the agreements made in the workshops as set out at Appendix E.

BCP Constitution and process for agreeing Forward Plan items

3. The Constitution requires that the Forward Plan of O&S Committees (including the O&S Board) shall consist of work aligned to the principles of the function. The BCP Council O&S function is based upon six principles:
 - Contributes to sound decision making in a timely way by holding decision makers to account as a 'critical friend';
 - 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;
 - Engages in decision making and policy development at an appropriate time to be able to have influence;
 - Contributes to and reflects the vision and priorities of the Council;
 - Agility – able to respond to changing and emerging priorities at the right time with flexible working methods.
4. An O&S Committee 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 O&S Committee, and other Councillors who are not on the Committee.
5. 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 Committee without an assessment of this information.
6. Any Councillor may request that an item of business be considered by an O&S Committee. Councillors are asked to complete a form outlining the request, which is appended to this report at Appendix C. The same process will apply to requests for scrutiny from members of the public.
7. A copy of the most recent Cabinet Forward Plan will be supplied to O&S Committees at each meeting for reference. The latest version was published on 6 February 2024 and is supplied as Appendix D to this report.

Resources to support O&S work

8. The Constitution requires that the O&S Committees take into account the resources available to support their proposals for O&S work. This includes consideration of Councillor availability, Officer time and financial resources. Careful and regular assessment of resources will ensure that there is appropriate resource available to support work across the whole O&S function, and that any work established can be carried out in sufficient depth and completed in a timely way to enable effective outcomes.
9. It is good practice for O&S Committees to agree a maximum of two substantive agenda items per meeting. This will provide sufficient time for Committees to take a 'deep dive' approach to scrutiny work, which is likely to provide more valuable outcomes. A large amount of agenda items can lead to a 'light touch' approach to all items of business, and also limit the officer and Councillor resource available to plan for effective scrutiny of selected items.
10. O&S Committees are advised to carefully select their working methods to ensure that O&S resource is maximised. A variety of methods are available for O&S Committees to undertake work and are not limited to the receipt of reports at Committee meetings. These may include:
 - Working Groups;
 - Sub-Committees;
 - Tak and finish groups;
 - Inquiry Days;
 - Rapporteurs (scrutiny member champions);
 - Consideration of information outside of meetings – including report circulation/ briefing workshops/ briefing notes.

Further detail on O&S working methods are set out in the Constitution and in Appendix A – Terms of Reference for O&S Committees.

Options Appraisal

11. The O&S Board is asked to consider, update and confirm its Forward Plan, taking account of the supporting documents provided and including the determination of any requests for scrutiny. This will ensure member ownership of the Forward Plan and that reports can be prepared in a timely way. Should the Board not confirm its forthcoming priorities, reports may not be able to be prepared in a timely way and best use of the meeting resource may not be made.

Summary of financial implications

12. There are no direct financial implications associated with this report. The Board should note that when establishing a Forward Plan, the Constitution requires that account be taken of the resources available to support proposals for O&S work. Advice on maximising the resource available to O&S Committees is set out in paragraphs 8 to 10 above.

Summary of legal implications

13. The Council's Constitution requires all O&S bodies to set out proposed work in a Forward Plan which will be published with each agenda. The recommendation proposed in this report will fulfil this requirement.

Summary of human resources implications

14. There are no human resources implications arising from this report.

Summary of sustainability impact

15. There are no sustainability resources implications arising from this report.

Summary of public health implications

16. There are no public health implications arising from this report.

Summary of equality implications

17. There are no equality implications arising from this report. Any member of the public may make suggestions for overview and scrutiny work. Further detail on this process is included within Part 4 of the Council's Constitution.

Summary of risk assessment

18. There is a risk of challenge to the Council if the Constitutional requirement to establish and publish a Forward Plan is not met.

Background papers

None.

Appendices

Appendix A – Overview and Scrutiny Committees Terms of Reference

Appendix B - Current O&S Board Forward Plan

Appendix C – Request for consideration of an issue by Overview and Scrutiny

Appendix D – Current Cabinet Forward Plan

Appendix E – Work programming framework for O&S Board and Environment & Place O&S Committee.

BOURNEMOUTH, CHRISTCHURCH AND POOLE COUNCIL

OVERVIEW AND SCRUTINY BOARD / COMMITTEES TERMS OF REFERENCE

Overview and Scrutiny (O&S) is a statutory role fulfilled by Councillors who are not members of the Cabinet in an authority operating a Leader and Cabinet model. The role of the Overview and Scrutiny Board and Committees is to help develop policy, to carry out reviews of Council and other local services, and to hold decision makers to account.

PRINCIPLES OF OVERVIEW AND SCRUTINY

The Bournemouth, Christchurch and Poole Overview and Scrutiny 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.
3. Enables the voice and concerns of the public to be heard and reflected in the Council's decision-making process.
4. Engages in decision making and policy development at an appropriate time to be able to have influence.
5. Contributes to and reflects the vision and priorities of the Council.
6. Agile – able to respond to changing and emerging priorities at the right time with flexible working methods.

MEETINGS

There are four Overview and Scrutiny bodies at BCP Council:

- Overview and Scrutiny Board
- Children's Services Overview and Scrutiny Committee
- Health and Adult Social Care Overview and Scrutiny Committee
- Environment and Place Overview and Scrutiny Committee

Each Committee meets 5 times during the municipal year, except for the Overview and Scrutiny Board which meets monthly to enable the Board to make recommendations to Cabinet. The date and time of meetings will be set by full Council and may only be changed by the Chairman of the relevant Committee in consultation with the Monitoring Officer. Members will adhere to the agreed principles of the Council's Code of Conduct.

Decisions shall be taken by consensus. Where it is not possible to reach consensus, a decision will be reached by a simple majority of those present at the meeting. Where there are equal votes the Chair of the meeting will have the casting vote.

MEMBERSHIP

The Overview and Scrutiny Board and Committees are appointed by full Council. Each Committee has 11 members and the Board has 13 members. No member of the Cabinet may be a member of the Overview and Scrutiny Committees or Board, or any group established by them. Lead Members of the Cabinet may not be a member of Overview and Scrutiny Committees or Board. The Chair and Vice-Chair of the Audit and Governance Committee may not be a member of any Overview and Scrutiny Committees or Board.

The quorum of the Overview and Scrutiny Committees and Board shall be one third of the total membership (excluding voting and non-voting co-optees).

No member may be involved in scrutinising a decision in which they been directly involved. If a member is unable to attend a meeting their Group may arrange for a substitute to attend in their place in accordance with the procedures as set out in the Council's Constitution.

Members of the public can be invited to attend and contribute to meetings as required, to provide insight to a matter under discussion. This may include but is not limited to subject experts with relevant specialist knowledge or expertise, representatives of stakeholder groups or service users. Members of the public will not have voting rights.

Children's Services Overview and Scrutiny Committee - The Committee must statutorily include two church and two parent governor representatives as voting members (on matters related to education) in addition to Councillor members. Parent governor membership shall extend to a maximum period of four years and no less than two years. The Committee may also co-opt one representative from the Academy Trusts within the local authority area, to attend meetings and vote on matters relating to education.

The Committee may also co-opt two representatives of The Youth Parliament and, although they will not be entitled to vote, will ensure that their significant contribution to the work of the Committee is recognised and valued.

Environment and Place Overview and Scrutiny Committee - The Committee may co-opt two independent non-voting members. The selection and recruitment process shall be determined by the Environment and Place Overview and Scrutiny Committee.

FUNCTIONS OF THE O&S COMMITTEES AND O&S BOARD

Each Overview and Scrutiny Committee (including the Overview and Scrutiny Board) has responsibility for:

- Scrutinising decisions of the Cabinet, offering advice or making recommendations
- Offering any views or advice to the Cabinet or Council in relation to any matter referred to the Committee for consideration
- General policy reviews, and making recommendations to the Council or the Cabinet to assist in the development of future policies and strategies
- Assisting the Council in the development of the Budget and Policy Framework by in-depth analysis of policy issues
- Monitoring the implementation of decisions to examine their effect and outcomes
- Referring to full Council, the Cabinet or appropriate Committee/Sub-Committee any matter which, following scrutiny a Committee determines should be brought to the attention of the Council, Cabinet or other appropriate Committee
- Preparation, review and monitoring of a work programme
- Establishing such commissioned work as appropriate after taking into account the availability of resources, the work programme and the matter under review

In addition, the Overview and Scrutiny Board has responsibility for:

- Considering decisions that have been called-in
- Undertaking scrutiny of the Council's budget processes
- Carrying out the Council's scrutiny functions relating to crime and disorder, and discharging any other statutory duty for which the O&S function is responsible, other than those that relate to Flood Risk Management, Health, Adult Social Care, Children's Services and Education
- Overseeing the Council's overall O&S function including oversight of the work plans and use of resource across all O&S bodies
- Keeping the O&S function under review, suggesting changes as appropriate to ensure that it remains fit for purpose
- Reporting annually to Full Council on the output of the O&S function
- Maintaining oversight of the training needs of the whole O&S function.

Figure 1 below provides an outline of the responsibilities of each Committee.

The remit of the Overview and Scrutiny Board and Committees is based on the division of Portfolio Holder responsibilities. Portfolio Holders may report to more than one Overview and Scrutiny body.

Portfolio Holder responsibilities are changeable and from time to time it may be necessary to modify the designation of functions across the four Overview and Scrutiny bodies.

Figure One –Overview and Scrutiny Structure



COMMISSIONED WORK

In addition to Committee meetings, the Overview and Scrutiny Board and Committees may commission work to be undertaken as they consider necessary after taking into account the availability of resources, the work programme and the matter under review.

Each O&S body is limited to one commission at a time to ensure availability of resources.

a) **Working Groups** – a small group of Councillors and Officers gathered to consider a specific issue and report back to the full Board/ Committee, or make recommendations to Cabinet or Council within a limited timescale. Working Groups usually meet once or twice, and are often non-public;

b) **Sub-Committees** – a group of Councillors delegated a specific aspect of the main Board/ Committee's work for ongoing, in-depth monitoring. May be time limited or be required as a long-standing Committee. Sub-Committees are often well suited to considering performance-based matters that require scrutiny oversight. Sub-Committees usually meet in public;

c) **Task and finish groups** – a small group of Councillors tasked with investigating a particular issue and making recommendations on this issue, with the aim of influencing wider Council policy. The area of investigation will be carefully scoped and will culminate in a final report, usually with recommendations to Cabinet or Council. Task and finish groups may work over the course of a number of months and take account of a wide variety of evidence, which can be resource intensive. For this reason, the number of these groups must be carefully prioritised by scrutiny members to ensure the work can progress at an appropriate pace for the final outcome to have influence;

d) **Inquiry Days** – with a similar purpose to task and finish groups, inquiry days seek to understand and make recommendations on an issue by talking to a wide range of stakeholders and considering evidence relating to that issue, within one or two days. Inquiry days have similarities to the work of Government Select Committees. Inquiry days are highly resource intensive but can lead to swift, meaningful outcomes and recommendations that can make a difference to Council policy; and

e) **Rapporteurs or scrutiny member champions** - individual Councillors or pairs of Councillors tasked with investigating or maintaining oversight of a particular issue and reporting back to the main Board/ Committee on its findings. A main Committee can use these reports to facilitate its work prioritisation. Rapporteurs will undertake informal work to understand an issue – such as discussions with Officers and Portfolio Holders, research and data analysis. Rapporteur work enables scrutiny members to collectively stay informed of a wide range of Council activity. This approach to the provision of information to scrutiny members also avoids valuable

Committee time being taken up with briefings in favour of more outcome-based scrutiny taking place at Committee.

These terms of reference should be read in conjunction with the Overview and Scrutiny Procedure Rules outlined in Part 4C of the Council's Constitution.

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Work Plan – BCP Overview and Scrutiny Board

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer/Portfolio Holder	Report Information
DATE - 26 February 2024					
1.	Wessex Fields Consideration of a Cabinet report for pre-decision scrutiny on this issue. Note: the Cabinet report is now scheduled for April – the Chair has requested a verbal update	To ensure that there is opportunity for pre-decision scrutiny of the proposed Cabinet report and to enable the Board to make recommendations comments as appropriate.	TBC	TBC	Contact Democratic Services for further information
2.	20 MPH Options Appraisal To scrutinise the proposed options due to be considered by the cabinet at its next meeting.	To ensure that there is opportunity for pre-decision scrutiny of the proposed Cabinet report and to enable the Board to make recommendations comments as appropriate.	Cabinet Report	Head of Transportation Deputy Leader of the Council and the Portfolio Holder for Connected Communities,	Contact Democratic Services for further information
DATE – 2 April 2024					
1.	Seafront and Lower Gardens Planning TBC	TBC	Committee Report	Director of Commercial Operations	Contact Democratic Services for further information
2.	BCP Seafront Strategy progress review and refresh To scrutinise the proposed update on progress and recommendations to refresh the	To ensure that there is opportunity for pre-decision scrutiny of the proposed Cabinet report and to enable the Board to make recommendations comments as appropriate	Cabinet Report	Director of Commercial Operations	Contact Democratic Services for further information

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer/Portfolio Holder	Report Information
	strategy in line with the new Corporate Strategy.				
3.	Assurance Review Action Plan Update To consider a quarterly monitoring report prior to its consideration by Cabinet.	TBC	Cabinet Report	TBC	Added by the Board at its meeting on 13.11.23
DATE to be allocated					
1.	End of year Corporate Performance Report	To provide the Committee with an overview of performance and an opportunity to consider any areas to target scrutiny.	Committee/ Cabinet report	TBC Head of Policy and Research	Board to determine if it wishes for these items to remain on its Work Plan
2.	Business Improvement Districts To consider information from the local BIDs on current issues and priorities.	To enable the Committee to hear from the Council's partners in the local BIDS and consider ways to work together	Committee Report	TBC Director Economic Development	Board to determine if it wishes for these items to remain on its Work Plan
Commissioned Work					
Work commissioned by the Committee (for example task and finish groups and working groups) is listed below:					
Note – to provide sufficient resource for effective scrutiny, no more than 2 items of commissioned work will run at a time. Further commissioned work can commence upon completion of previous work.					
	Complaints Procedure – Working group To scrutinise and review the current complaints procedure and	To allow a more in-depth piece of work to analyse current practice and to consider making recommendations if required	Task and Finish Group	PH – Council Priorities and Delivery	Board to determine if it wishes for these items to remain on its Work

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer/Portfolio Holder	Report Information
	its effectiveness, to consider any opportunities for improvements.				Plan – to be agreed at work planning workshop
Update Items					
The following items of information have been requested as updates to the Committee.					
The Committee may wish to receive these in an alternative to format to Committee updates (e.g. by emailed briefing note outside of the Committee) to reserve capacity in Committee meetings for items of value-added scrutiny.					
	None outstanding				
Annual Reports					
	Crime and Disorder Scrutiny Report	Statutory requirement	Committee Report		Contact Democratic Services for further information
	Budget Report	Ensure that there is scrutiny of the annual budget setting process	Committee Report		Contact Democratic Services for further information
Requested items – Further details and dates to be allocated – The Board should consider these items further at its work planning workshop.					
	Award of Gigabit Fibre Neutral Host Operator	TBC	TBC		
	External Consultancy Contracts	TBC	TBC		

	Subject and background	Anticipated benefits and value to be added by O&S engagement	How will the scrutiny be done?	Lead Officer/Portfolio Holder	Report Information
	Shared Prosperity Fund and Investment Plan	TBC	TBC		

Request for consideration of an issue by Overview and Scrutiny

Guidance on the use of this form:

This form is for use by councillors and members of the public who want to request that an item joins an Overview and Scrutiny agenda. Any issue may be suggested, provided it affects the BCP area or the inhabitants of the area in some way. Scrutiny of the issue can only be requested once in a 12 month period.

The form may also be used for the reporting of a referral item to Overview and Scrutiny by another body of the council, such as Cabinet or Council.

The Overview and Scrutiny Committee receiving the request will make an assessment of the issue using the detail provided in this form and determine whether to add it to its forward plan of work.

They may take a variety of steps to progress the issue, including requesting more information on it from officers of the council, asking for a member of the overview and scrutiny committee to 'champion' the issue and report back, or establishing a small working group of councillors to look at the issue in more detail.

If the Committee does not agree to progress the issue it will set out reasons for this and they will be provided to the person submitting this form.

More information can be found at Part 4.C of the BCP Council Constitution
<https://democracy.bpcouncil.gov.uk/ieListMeetings.aspx?CommitteeID=151&Info=1&bcr=1>

Please complete all sections as fully as possible

1. Issue requested for scrutiny

2. Desired outcome resulting from Overview and Scrutiny engagement, including the value to be added to the Council, the BCP area or its inhabitants.

3. Background to the issue

4. Proposed method of scrutiny - (for example, a committee report or a working group investigation)

5. Key dates and anticipated timescale for the scrutiny work

6. Notes/ additional guidance

Document last reviewed – January 2022

Contact – democratic.services@bcpcouncil.gov.uk

CABINET FORWARD PLAN – 1 FEBRUARY 2024 TO 31 MAY 2024

(PUBLICATION DATE – 06 February 2024)



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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)?
Budget Monitoring Quarter 3	To update cabinet on Quarter 3 budget monitoring	No	Cabinet 7 Feb 2024	All Wards			Matthew Filmer	Open
Mainstream Schools and Early Years Funding Formulae 24/25 Report	The purpose of the report is to agree the funding formulae for mainstream schools and early years providers.	No	Children's Services Overview and Scrutiny Committee 23 Jan 2024 Cabinet 7 Feb 2024	All Wards	Schools and Early Years Providers.	The school funding consultation period was 15 November to 7 December 2023 and presented to schools forum for making a recommendation in January 2024. The Early Years Provider consultation is from 9 - 29 January 2024 with a recommendation from schools forum w/c 12 February 2024.	Amanda Gridley, Sharon Muldoon, 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)?
Housing Revenue Account (HRA) Budget Setting 2024/25	To seek Cabinet approval for the proposed expenditure on council properties within the HRA	No	Cabinet 7 Feb 2024 Council 20 Feb 2024	All Wards			Seamus Doran, Graham Farrant	Open
Budget 2024/25 and Medium Term Financial Plan	The council is required to set an annual balanced budget presenting how its financial resources, both income and expenditure, are to be allocated and utilised.	No	Cabinet 7 Feb 2024 Council 20 Feb 2024	All Wards	N/a	N/a	Matthew Filmer, Adam Richens, 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)?
Funding Agreement to support Russell-Cotes Art Gallery & Museum to become an Independent Trust	To secure the Financial settlement between BCP Council (current sole trustee of the Russell-Cotes) and the new Corporate Entity which will become the new sole trustee and take responsibility for the charity. This accompanies the agreement for the governance change, administered through Charity Commission and Parliament, approved at BCP Council meeting on 10 Jan 2023.	No	Russell Cotes Art Gallery and Museum Management Committee 25 Jan 2024 Cabinet 7 Feb 2024				Sarah Newman	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)?
PDSCP Annual Report 2022-23	The production of an annual report is a statutory responsibility. This has been endorsed by the four statutory partners (Dorset Council, BCP Council, NHS Dorset, Dorset Police) and is being shared with cabinet as part of those governance arrangements.	No	Children's Services Overview and Scrutiny Committee 23 Jan 2024 Cabinet 7 Feb 2024	All Wards			Rachel Gravett	Open
Creekmoor Community Land Trust Affordable Housing Development	To seek agreement of the proposed HoT for Creekmoor CLT for the development of a BCP site in Creekmoor and delegate approval of agreements to the Head of Legal Services, Head of Estates and Head of Housing Delivery	No	Cabinet 7 Feb 2024	Creekmoor			Kerry-Marie Ruff	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)?
School Admission Arrangements 2025/26 – Determination	To determine admission arrangements for the 2025/26 academic year for all maintained schools for which it is an admission authority and to agree co-ordinated admission arrangements for all admission authorities in the area.	No	Children's Services Overview and Scrutiny Committee 23 Jan 2024 Cabinet 7 Feb 2024	All Wards			Sharon Muldoon, Paul Reidy	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)?
Childcare Sufficiency Assessment 2023-24	The Council has a statutory duty to provide working families of children aged 0-14 (18 with SEND) enough childcare places in its area, where reasonably practicable. Each year Research and Children's Services colleagues assess the position of the market, providing parent's, councillors and private business ward level information as a planning tool to support access or expansion of places where needed, while highlighting areas of concern for the year ahead.	No	Children's Services Overview and Scrutiny Committee 23 Jan 2024 Cabinet 7 Feb 2024	All Wards			Sharon Muldoon	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)?
Street Naming and Numbering Policy	To seek Council approval to amend the existing policy and to review current charges	Yes	Cabinet 7 Feb 2024 Council 20 Feb 2024		Full Council & Leader of the Council Advertisement in local newspaper	2 week advertisement in newspaper, prior to being put in place.	Adam Fancy, Sara Johnson, Jane Potter	Fully exempt
BCP Council Libraries – Creating a sustainable future	To set out the review framework leading to a BCP Library Strategy which explores interest in alternative models of delivery to sustain and even improve the offer to the community.	Yes	Cabinet 7 Feb 2024	All Wards			Matti Raudsepp	Open
The Royal Arcade, Boscombe - Bournemouth Towns Fund Update	To update Cabinet and Council on the status of the Royal Arcade scheme and to authorise officers to reprofile spend across other approved Towns Fund projects.	Yes	Cabinet 7 Feb 2024 Council 20 Feb 2024	Boscombe West	The Lead Member for Regeneration	Ongoing on project since 2020	Julian McLaughlin	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)?
Climate Progress Report 2022/23	To provide an update on the performance against the Council's Climate and Ecological Declaration targets and Climate Action Plan	No	Environment and Place Overview and Scrutiny Committee 28 Feb 2024 Cabinet 6 Mar 2024	All Wards			Neil Short	Open
Accommodation BID	To enable the set up of a Tourism Levy by endorsing ballot proposals to establish an Accommodation BID. Also for the Council to vote in favour of the ballot as a levy payer. Also to collect the levy and accept a voting seat on the ABID board for its initial 5 year term	Yes	Cabinet 6 Mar 2024	All Wards	Key stakeholders: Hoteliers (BAHA), Destination Management Board, 4 Business Improvement District & BCP Council are all members of the ABID Shadow Board. Secretary of State also to be informed of the ballot proposal.	Secretary of State and CEO of BCP Council informed in writing of ABID proposal in October 2023, as per the BID legislation. Hoteliers(levy payers) to be consulted upon in February / March, led by the ABID Shadow Board. Ballot to form ABID to follow in April	Andrew Emery	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)?
Early Years Funding Formula 24/25	The council receives the ring-fenced dedicated schools grant (DSG) to fund the early years funding formulae. The contents of the formula are highly regulated by the Department for Education (DfE). The council is to decide the local formulae after considering the recommendations of the Schools Forum.	No	Cabinet 6 Mar 2024	All Wards	Early Years Providers	Consultation from 09/01/24-22/01/24 to request views on the councils Early Years Single Funding Formula proposal, the outcome of which is shared with School's Forum who then make a recommendation to Cabinet.	Amanda Gridley	Open
Day Opportunities Strategy and Consultation Proposals Recommendations	To approve the day opportunities strategy and make decisions on the future of eight Tricuro day services.	Yes	Health and Adult Social Care Overview and Scrutiny Committee 4 Mar 2024 Cabinet 6 Mar 2024	All Wards			Kevin Gillings	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)?
Our People and Communities: 20mph options appraisal	To Review Options Around 20mph schemes and agree the Council's position	Yes	Cabinet 6 Mar 2024	All Wards	All residents, businesses and visitors to BCP. Dorset Police and other statutory stakeholders for Traffic Regulation Orders.	No consultation has been carried out however the options all include conducting consultation.	Richard Pearson, Richard Pincroft	Open
Our Place and Environment: LTP Capital Programme 2024/25	Approval of LTP 2024/25 Capital Programme	Yes	Cabinet 6 Mar 2024	All Wards			Susan Fox, Julian McLaughlin, Richard Pincroft	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)?
Permanent Traffic Order for Livingstone Road, Bournemouth School Street (Ref M103)	Seeking a decision on making a permanent traffic order for the existing motor vehicle restrictions in place under an experimental traffic order on Livingstone Road, Bournemouth. The restrictions facilitate the school street in the vicinity of Pokesdown Community Primary School.	No	Cabinet 6 Mar 2024	Boscombe East & Pokesdown			Julian McLaughlin	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)?
Residential Disabled Parking Bay Proposals - Sealing of Traffic Order Ref P45 2023	A decision is required on making and sealing the proposed Traffic Order which will amend the Bournemouth, Christchurch and Poole (Parking Regulation, On-Street Parking Places and Off-Street Parking Places) Consolidation Order 2024.	No	Cabinet 6 Mar 2024	Boscombe East & Pokesdown; Boscombe West; Burton & Grange; Commons; East Cliff & Springbourne; Kinson; Moordown; Muscliff & Strouden Park; Oakdale; Poole Town; Queen's Park; Wallisdown & Winton West; West Southbourne; Westbourne & West Cliff; Winton East			Clare Griffiths	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 Order Proposal, LTP Safer Routes to School, Sandecotes Road P42 M102 2023	To seek approval to make and seal the Traffic Regulation Orders after the statutory consultation with stakeholders and the public.	No	Cabinet 6 Mar 2024	Parkstone	Within the statutory consultation process, notification emails were sent to all councillors and all statutory consultees (including emergency services, disability groups, local public transport providers, national transport associations and various council departments).	The statutory consultation process set out in The Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 has been carried out as follows. A 21 day public consultation opened on Friday 22 September 2023 where: A notice was placed in the Bournemouth Echo. Notification emails were sent to all councillors and all statutory consultees and Street Notices with consultation details displayed in relevant locations. The Deposited Documents (consultation documents) were also published on the Council's website.	Julian McLaughlin	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)?
Q3 Corporate Performance Report	To provide an update on progress delivering the actions set out in the Corporate Strategy and Delivery Plans	No	Cabinet 10 Apr 2024	All Wards			Vicky Edmonds, Isla Reynolds	Open
Sandbanks Peninsula Neighbourhood Plan	Following a formal public examination and independent examiner's report whether any proposed modification to the draft Neighbourhood Plan should be accepted;	No	Cabinet 10 Apr 2024	Canford Cliffs			Rebecca Landman	Open
Hurn Neighbourhood Plan	To report the findings of a formal public examination by independent examiner and to consider whether any proposed modification to any draft Neighbourhood Plan should be accepted.	No	Cabinet 10 Apr 2024	Commons			Rebecca Landman	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 Strategy - Annual Summary Review		No	Cabinet 10 Apr 2024				Kerry-Marie Ruff	
BCP Seafront Strategy progress review and refresh	The BCP Seafront Strategy was adopted by Cabinet in April 2022. This report will update Cabinet on progress against this strategy and provide recommendations to refresh it in line with the new Corporate Strategy.	No	Cabinet 10 Apr 2024				Amanda Barrie, Andrew Emery	Open
Corporate Strategy Delivery Plans	Setting out the core actions to achieve the aspirations set out in the high level summary.	Yes	Cabinet 10 Apr 2024 Council 23 Apr 2024	All Wards	Consultation was undertaken as part of the Corporate Strategy high level summary being developed	n/a	Sophie Bradfield, Isla Reynolds	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)?
Governance of Poole Museum	To consider a report on the potential externalisation of Poole Museum.	No	Cabinet 10 Apr 2024	Poole Town	National Lottery Heritage Fund, Arts Council England and Community in addition to employees and other services.		Matti Raudsepp, Michael Spender	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)?
Safer Routes to School Traffic Regulation Order Review P43 2023 - Various Sites	To consider representations to proposed TRO's as advertised.	No	Cabinet 10 Apr 2024	Alderney & Bourne Valley; Bearwood & Merley; Broadstone; Burton & Grange; Canford Cliffs; Commons; Creekmoor; East Southbourne & Tuckton; Highcliffe & Walkford; Moordown; Muscliff & Strouden Park; Newtown & Heatherlands; Parkstone; Penn Hill; Talbot & Branksome Woods; Wallisdown & Winton West	Ward Councillors, emergency services, residents	21 day legal notice - already taken place	Andy Brown, Julian McLaughlin	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)?
Modification to Cemetery Rules & Regulations for BCP Council		Yes	Cabinet 22 May 2024	All Wards			Liz Hall	
BCP Urban Forest Strategy	To present to cabinet, for adoption, the BCP Urban Forest Strategy	No	Cabinet 22 May 2024	All Wards	Public consultation is taking place pre Christmas 2023, leading in tot his decision; and follows extensive workshops and cross-service development of the strategy.	As above	Martin Whitchurch	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	Bournemouth, Christchurch and Poole Council (BCP) and New Forest District Council (NFDC) are working together with the Environment Agency to produce a new strategy to protect coastal communities from tidal flooding and erosion risk. It will guide how the frontage from Hengistbury Head to Hurst Spit, encompassing Christchurch Harbour, will be sustainably managed for the next 100 years.	No	Cabinet 17 Jul 2024 Council 23 Jul 2024	Christchurch Town; East Southbourn e & Tuckton; Highcliffe & Walkford; Mudeford, Stanpit & West Highcliffe	Landowners, BCP residents, businesses, organisations, BCP services	Several levels of public engagement and consultation throughout the development of the Strategy between 2021 and 2023.	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)?
Biodiversity Net Gain	To update Cabinet on the implementation of government's proposed Biodiversity Net Gain and our strategy for achieving net gain from new development	No	Cabinet Date to be confirmed	All Wards				Open
DfE SEND review next steps	To consider the DfE review next steps	No	Cabinet Date to be confirmed				Rachel Gravett, Shirley McGillick, Sharon Muldoon	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)?
Our Place and Environment - Strategic Transport Scheme Prioritisation	To present the outputs of public engagement on Strategic Transport Schemes and to seek recommendation from Cabinet to Council relating to the progression of the schemes in consideration of the consultation outputs. Noting: this is likely to include some selected schemes being promoted as a priority at the Western Gateway Sub-National Transport Body.	Yes	Cabinet Date to be confirmed	All Wards				Open
Affordable Fairer Broadband for all (Award Contract)	In July 2022 Cabinet approved 'Accelerating Gigabit Fibre' and asked the team to return to Cabinet to award the contract. The purpose of this report is contract award.	No	Cabinet Date to be confirmed	All Wards			Ruth Spencer	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)?
Bournemouth Development Company LLP Business Plan	To seek approval for the Bournemouth Development Company Business Plan, extend some contractual "Option Execution Dates" in relation to specific sites and provide an update in relation to the independent Local Partnerships Review.	No	Cabinet Date to be confirmed	Bournemouth Central			Sarah Longthorpe	Open
Children's Services Early Help Offer	Summary of findings and recommendations from an ongoing review of our current Early Help services	No	Cabinet Date to be confirmed	All Wards			Zafer Yilkan	Open
Poole Regeneration Update	To update Cabinet and the public on projects and activities in Poole Town Centre	No	Cabinet Date to be confirmed	Poole Town	relevant stakeholders to the Poole Regeneration Programme		Chris Shephard	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 Business Case	Adult Social Care services locally and nationally have faced significant challenges in recent years, and as a result the Council is holding significant risk in relation to the ability of the Council to deliver its statutory responsibilities to adults that require support within the available budget. The nature of these challenges means that long term, sustainable change is needed to ensure that BCP Council Adult Social Care services (ASCS) are modern, fit for the future and affordable. This business case sets out a proposal for initial investment in Adult Social Care transformation that will lead to improved outcomes for adults that draw on support in BCP and support the Council to deliver this within the available financial envelope.	Yes	Cabinet Date to be confirmed	All Wards			Chris McKensie	Open

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1. O&S workshop development - summary of progress

Three workshops were held with members of the above O&S committees, across December 2023- February 2024. The aim of the workshops was to develop an approach to work programming at BCP for 2024/25 and beyond that is based on good practice and addresses improvements already identified for O&S as set out in [Assurance Review Action Plan](#) and the [O&S Action Plan](#).

Councillors were supported by officers and by the Centre for Governance and Scrutiny (CfGS) who provided development in O&S work programming skills along with guidance on good practice that can be used to benefit O&S work in BCP.

Councillors indicated a wish for work to be councillor driven, rather than reliant on suggestions from officers or portfolio holders. They dedicated the first workshop to the gathering of suggested topics from councillors based on councillors' unique insight of issues affecting residents. Topics were also invited via email from all members of the council.

Through the workshops councillors explored:

- The benefit of establishing a lens/ high level priorities for O&S, to assist in the difficult job of determining which topics will be scrutinised and which will not be.
- Ways of working and carrying out scrutiny, and the pros and cons of these.
- The difference between proactive, reactive work and pre-decision scrutiny
- The relationship between O&S and executive members and officers and how this underpins successful scrutiny
- How to develop a long list of topics into a shortlist that adds value to the council and residents
- Key lines of enquiry for scrutiny topics
- Resourcing and working flexibly to achieve scrutiny's aims.

Through the workshops, councillors developed a lens for each committee and a framework for O&S that can be used to structure the approaches taken for O&S Board and Environment and Place O&S Committees. These are set out below.

2. Using a lens to select and approach scrutiny topics:

Drawing on views expressed by councillors in the workshops, the following were agreed as a lens for the two O&S committees. These statements will be used to sift suggestions for work into a realistic annual work programme for each committee, and referred to throughout the year as suggestions for work are made or as matters arise that fall into the 'reactive' category of O&S work (see below for more on O&S work categories).

The statements will also be used to communicate the role of the committees to the wider council and the public. It is suggested that these priorities be reviewed annually to ensure they remain fit for purpose.

The **O&S Board** will approach work through a lens of **RESIDENT IMPACT AND EXPERIENCE**, such as considering:

- benefits that could be brought to residents by **delivering services** in different ways
- how the areas of highest **financial risk** for the council may impact on residents
- the council's **relationship with the public** and work that can be done to strengthen this.

The **Environment & Place O&S Committee** will approach work through a lens of **SUSTAINABILITY**, with a specific focus on the following priorities, drawn from the Corporate Strategy:

- **Climate change** is tackled through sustainable policies and practice
- Our **green spaces flourish** and support the wellbeing of being people and nature
- Our communities have pride in our **streets, neighbourhoods and public spaces**
- **Good quality homes are** accessible, sustainable and affordable for all

3. Using a framework to structure O&S activity:

A framework for supporting different types of scrutiny work is set out in the table below. Scrutiny is split out into **proactive work**, **reactive work** and **pre-decision scrutiny**. O&S councillors gave a clear steer that they wish to continue to undertake all these elements of scrutiny through the work programmes of the two O&S committees.

As with the lenses outlined at 2 above, the scrutiny framework will also be used to communicate the role and intentions of the committees to the wider council and the public. It is suggested that the framework be reviewed annually to ensure it remains fit for purpose.

Proactive Scrutiny

What is it?

- Early policy work - work focused on policy development and exploring options for the future. Also described as 'overview work' in BCP.
- Framed as a series of questions or 'key lines of enquiry', to which O&S seeks answers. These are found through the gathering of evidence, with a view to informing future policy.
- Driven by the O&S committee itself, but may be in response to a suggestion from councillors, community or decision makers.
- Less likely to directly align to another piece of work already underway in the council, eg. a cabinet report.
- Fulfils BCP principles of good scrutiny:

'O&S engages in decision making and policy development at an appropriate time to be able to have influence'

'O&S is a member led and owned function'

'O&S enables the voice and concerns of the public to be heard and reflected in the Council's decision-making process'

Examples

Cllr suggestions based on their understanding of local needs, as arising from recent workshops, eg:

- What more can we do to meet local people's housing needs?
- To what extent do we as a council as a community understand the likely challenges of climate change, and what action do we need to take?

Method

- Either "in committee", as a whole-meeting challenge session followed up by agreement of recommendations at the next meeting, or a short and sharp working group with a group meeting two or three times between meetings.

- Outcomes are unlikely to be met by an officer report – proactive scrutiny relies on councillors scoping and directing the work and asking for specific data, information and evidence to be brought by relevant stakeholders.
- Recommendations are made, usually to Cabinet or Portfolio Holders. They must respond to these recommendations.

Pros and Cons

- ✓ Potential to add significantly more value than other work by using powers to gather evidence from stakeholders and find solutions. These may be used to inform policy in a significant and meaningful way.
- ✓ Potential to select and scope topics to have maximum positive impact on the communities of BCP.
- ✓ Can generate a clearer set of recommendations that can be communicated in the council and to the public.
- ✓ Easier for O&S to own the programme of work and not be affected by other factors (eg. movement of decisions on the Cabinet Forward Plan).
- × Highly resource intensive for officers and councillors.
- × May require committee to work more flexibly to find capacity for the depth of work, eg. swapping committee meetings to undertake working group meetings instead.

O&S Board / Environment & Place O&S framework for selection of proactive scrutiny topics:

- Invite suggestions from councillors annually (done through workshops for 2024)
- Invite suggestions from the public annually (consider how to incorporate into methodology for 2025 work programming)
- Sift suggestions according to the priorities of '**resident impact and experience**' / '**sustainability**' as outlined in the statements above.
- Agree, scope and plan topics to add maximum value.
- Plan all proactive work on an annual basis to ensure it can be undertaken by an appropriate time to add value and in within resources available.

Pre-decision Scrutiny

What is it?:

- Scrutiny of a report close to the point of decision making – eg. a Cabinet report.
- Predominantly driven by the Cabinet Forward Plan.
- Sits between 'proactive' and 'reactive' scrutiny. Members have said that this is an important part of the scrutiny process which they are keen to see stay in place.
- Fulfils BCP principle of good scrutiny:

'O&S contributes to sound decision making in a timely way by holding decision makers to account as a 'critical friend'.

Examples

Scrutiny of Cabinet reports on:

- BCP Local Plan
- BCP 2024/25 budget scrutiny & MTFP update reports
- Various policies prior to Cabinet/ Council decision

Method

- In committee, consideration of a report already written for Cabinet. Report considered approximately 10 working days prior to the Cabinet meeting.
- Any recommendations or comments made on the report are formally passed to the next Cabinet meeting.
- The O&S Chairman will attend the Cabinet meeting to give a summary of comments made at O&S.
- Cabinet must consider the recommendations made and respond.

Pros and Cons

- ✓ Publicly demonstrates that decision makers are held to account.
- ✓ Less resource intensive – reports already written for Cabinet.
- ✗ Reactive – hard to plan agendas and relies on a well populated cabinet forward plan.
- ✗ Limited impact vs time spent. O&S is unlikely to be able to have much influence on fully developed policy and decisions.
- ✗ Potential to establish a ‘shadow cabinet’ and for meetings to become political.
- ✗ Potential for Cabinet scrutiny to overwhelm agendas - can lead to additional/ long meetings which can limit effectiveness of scrutiny.
- ✗ Potential to duplicate other scrutiny opportunities – eg. full council debate.

O&S Board / Environment & Place O&S framework for selection of pre-decision scrutiny topics:

- Establish a programme of informal, Teams based briefing sessions at a frequency which can be accommodated by O&S members and support officers.
- Schedule briefings to provide O&S with information on the key aspects of developing decisions. Aim to hold these as early as possible and at least 3 months prior to the decision to be made. Chairs and Vice Chairs take the lead in this, using the Cabinet Forward Plan and informal discussions with decision makers.
- Using the information provided at briefings and the priorities of ‘**resident impact and experience**’ / ‘**sustainability**’, determine which forthcoming Cabinet decisions will benefit from a councillor maintaining a watching brief and reporting back (rapporteur) or ultimately pre-decision scrutiny at committee.
- Give notice as early as possible of those items required for pre-decision scrutiny, to enable report authors to work to the relevant O&S timescales.
- Provide regular reporting on out of committee activity into a committee meeting via Chair, to maintain transparency of O&S activity.

- Note – this framework for selecting pre-decision scrutiny is expected to significantly reduce the number of Cabinet reports being considered by O&S committees but will require a commitment from decision makers to share information with O&S in a different way that is both open and timely. The proposed format will also provide decision makers with the opportunity to surface issues with the wider membership of the council prior to decision making and to gather informal input to shape direction of policy.

Reactive Scrutiny

What is it?:

- Emerging issues that arise throughout the year and can't easily be planned for in advance.
- Usually a significant issue of concern or risk to the council, residents or external bodies (eg. Ofsted or Government department)
- Fulfils BCP principles of good scrutiny:

'O&S contributes to sound decision making in a timely way by holding decision makers to account as a 'critical friend';

'O&S is agile – able to respond to changing and emerging priorities at the right time with flexible working methods'

'O&S Contributes to and reflects the vision and priorities of the council';

Examples

- Targeted scrutiny on council finances at the end of 2022 following concerns about in-year budget
- Safety valve scrutiny at Children's O&S Committee
- Best Value and Assurance Review reports.
- Decisions 'called in' by O&S

Method

- O&S Councillors review a suite of information regularly outside of the committee space – eg. corporate performance reports, medium term financial plan updates, complaints data or resident surveys.
- 'Red flags' are elevated to committee for more formal scrutiny to take place. Usually, a report is requested from officers.
- Any recommendations or comments made on the report are formally passed to the relevant decision maker, usually Cabinet/ Council.
- Cabinet/ Council must consider the recommendations made and respond.
- O&S may ask to receive regular updates outside of committee, to maintain a closer eye on the matter until it is resolved.

Pros and Cons

- ✓ Important governance mechanism to assist the council in resolving issues of concern.
- ✓ Provides public demonstration of scrutiny on issues that may be causing press interest or community concern and gives opportunity for public to engage.

- × Limited impact vs time spent. O&S may ask decision makers to reconsider an issue or make recommendations expressing concerns but cannot change a decision.
- × Can disrupt workplans owing to the need to scrutinise a matter quickly.
- × Potential to duplicate other scrutiny opportunities – eg. full council debate.

O&S Board / Environment & Place O&S framework for selection of reactive scrutiny topics:

- Committee members ‘horizon scan’ by reviewing a suite of information on a regular basis in their own time. These are provided by email or in a designated webspace. Rapporteurs may be established to monitor designated areas of interest, sharing the load across the committee.
- Emerging trends or red flags are raised by committee members informally to the Chair & Vice Chair.
- Chair and Vice Chair take the lead in raising concerns with relevant decision makers and seeking more information. Using this information and the priorities of **‘resident impact and experience’** / **‘sustainability’**, they determine which matters warrant elevating to committee.
- In all cases, O&S will prioritise work where it can have the most value and will avoid duplicating efforts underway elsewhere in the council to resolve arising issues. Priority will therefore be given either to those areas of highest concern and which are generating significant public and media attention; where data trends indicate that concerns are at risk of becoming embedded, or where attempts to find solutions by Cabinet or service areas has not worked.
- For these matters, a report is requested to the next available committee meeting for more formal and forensic scrutiny to take place. Work plans may be adjusted to make room for this arising work within existing resources.
- Following formal scrutiny, O&S may ask to receive regular updates outside of committee, to maintain a closer eye on the matter until it is resolved.
- Nb. ‘Call-in’ decisions will follow a separate process as outlined in the constitution.

4. Next steps

- O&S Committees will be asked to formally agree to the lens statements and the O&S framework as set out above.
- The agreed approach will be shared with executive members and officers to test appetite for engaging with O&S as per the framework, particular in relation to pre-decision scrutiny.
- Based on discussions with the executive, officers will support committees to put in place arrangements for pre-decision and reactive scrutiny, with a view to these being established by May/ June 2024.
- Supported by officers, detailed scoping work will be continued on the shortlist of O&S topics developed. These fall into the ‘proactive’ scrutiny category as outlined above. It is expected that work on these topics will commence in May/ June 2024.
- O&S committees will review arrangements 6 months after implementation to ensure they are fit for purpose and make adjustments as necessary.

