

# Notice of Environment and Place Overview and Scrutiny Committee



Date: Wednesday, 17 January 2024 at 6.00 pm

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

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## Membership:

### Chairman:

Cllr C Rigby

### Vice Chairman:

Cllr R Herrett

Cllr C Adams  
Cllr J Bagwell  
Cllr J Clements

Cllr D d'Orton-Gibson  
Cllr J Martin  
Cllr S Moore

Cllr L Northover  
Cllr Dr F Rice  
Cllr V Ricketts

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All Members of the Environment and Place Overview and Scrutiny Committee 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=5814>

If you would like any further information on the items to be considered at the meeting please contact: Rebekah Rhodes or email [democratic.services@bcpCouncil.gov.uk](mailto:democratic.services@bcpCouncil.gov.uk)

Press enquiries should be directed to the Press Office: Tel: 01202 454668 or email [press.office@bcpCouncil.gov.uk](mailto:press.office@bcpCouncil.gov.uk)

This notice and all the papers mentioned within it are available at [democracy.bcpCouncil.gov.uk](https://democracy.bcpCouncil.gov.uk)

GRAHAM FARRANT  
CHIEF EXECUTIVE

9 January 2024

**DEBATE  
NOT HATE**



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on the Mod.gov app



## Maintaining and promoting high standards of conduct

### Declaring interests at meetings

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

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



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](mailto: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 11 October 2023.

5 - 10

## 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.bcpCouncil.gov.uk/ieListMeetings.aspx?CommitteeID=151&Info=1&bcr=1>

The deadline for the submission of public questions is mid-day 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. Planning Service Improvement Update

This report showcases the ongoing work to improve the performance of the BCP Council planning service.

There has been good progress in stabilising and improving the

11 - 20

Planning service, with a performance management culture being strengthened which has weekly coordinating groups meeting to actively address and reduce the backlog of outstanding cases.

## **7. School Streets**

21 - 110

School Streets are a way to manage traffic around schools in a way that is particularly beneficial for children and their families travelling to them on foot or by other active modes.

Six School Streets have been successfully implemented/trialled with the BCP area with the last 2 years and this report provides an update on the programme to date.

School Streets are aligned with the existing and emerging new Corporate Strategy objectives.

## **8. Appointment of Independent co-opted members to Environment and Place Overview and Scrutiny Committee**

111 - 120

It was agreed as part of the recommendations on the Council's Overview and Scrutiny Structure, which were considered by the Council at its meeting on 30 September, that the Environment and Place Overview and Scrutiny (E&P O&S) Committee be permitted to appoint two independent co-opted members. The selection and recruitment process for the co-opted members is to be approved by the committee.

Informal discussions have indicated that there is agreement that the principle of co-opted independent members to contribute to the committee is supported. At its last meeting the committee requested a report be brought forward to consider the issue.

There are a number of decisions required to enable suitable recruitment, through open advertisement, to the E&P O&S Committee.

The recommendations in this report will help shape that recruitment process, with an aim to have two co-opted members in place for the beginning of the next municipal year.

## **9. Work Plan**

121 - 160

The Corporate and Community Overview and Scrutiny Committee is asked to consider and identify work priorities for its next meeting pending a wider review of its forward plan at a future meeting.

## **10. Future Meeting Dates**

Wednesday 28 February 2024

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**  
**ENVIRONMENT AND PLACE OVERVIEW AND SCRUTINY COMMITTEE**

Minutes of the Meeting held on 11 October 2023 at 6.00 pm

Present:-

Cllr C Rigby – Chairman

Cllr R Herrett – Vice-Chairman

Present: Cllr C Adams, Cllr J Clements, Cllr D d'Orton-Gibson, Cllr J Martin,  
Cllr S McCormack, Cllr S Moore and Cllr L Northover

Present  
virtually: Cllr R Rice

Also in  
attendance  
virtually: Cllr A Hadley

1. Apologies

Apologies were received from Cllr C Adams as he would be arriving late.

2. Substitute Members

There were no substitute members.

3. Declarations of Interests

There were no declarations of interest made on this occasion.

4. Confirmation of Minutes

The minutes of the meeting of the Place Overview and Scrutiny Committee held on 19 July 2023 were approved as a correct record.

5. Public Issues

There were no public issue requests received for this meeting.

6. FCERM Service Progress

The Head of Flood Risk Management 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 Committee was advised that In September 2021, Cabinet agreed for the re-structuring of the Flood & Coastal Erosion Risk Management (FCERM) service to allow growth in line with needs for the FCERM capital programme, aspirations for climate resilience and expertise sharing across the South-West region. Proposals were set out against the expectation that growth could be enabled at no additional cost to the Council due to the ability to secure

central government grant in aid. A number of issues were raised in the subsequent discussion including:

- A query was raised regarding the balance between a focus on the BCP area and the ability to be involved with the wider region. It was noted that there was increased capability but that over 90 percent of programme was BCP focused. Expanding out allowed the service to reduce costs and increase the income as well as building greater resilience. Which would hopefully make the service more attractive and see more people applying for jobs in the services.
- In response to a query regarding funding the Committee was advised that some of it was local lending as well as grant funding, which was bid for through the Regional Flood and Coastal Committee. It was confirmed that it was all funding brought in which staff time could be charged against. It was therefore at zero cost to the Council.
- The Committee enquired about the skills resource available and if this was now in a position to ensure preventable measures were put in place or if there were any concerns around a knowledge gap. The Committee was informed that there was now a role in the strategy and policy environment team of a principal engineering geologist and geotechnical engineer. They were now in the middle of developing a strategy which would provide a really good framework for decision making. Because there was significant risk in the cliff lift area it was suggested that a board made up of all decision makers within the cliff lift zone would help as a lot of the issue around there was from surface water and this would help ensure that there would not be problems with cliff slips.
- The committee also received an update on ongoing projects for the FCERM service including future strategies around beach/cliff management.
- In response to a question, it was explained that beach management would help prevent cliff erosion. It was noted that the service was looking to source supplies for the beach management campaign more locally. It was clarified that previous comments referred to looking at long term sea level rise and the impact on beach management.
- The Portfolio Holder explained that a lot of effort had been put into building this team and he had been really impressed with the quality of staff. He also commented on the role of drones, which had been really useful in the recent oil spill in Poole.
- A Committee member asked about public engagement, particularly around the risks of climate change and flash flooding. It was suggested that it should be more collaborative with some sort of resident lead approach to flooding issues. It was acknowledged that communication with the public did need to improve and there was a need to be candid about what the risks were and what the Council were not able to do. Flooding and coastal erosion risk needed to be more open with communication across the sector and not just within BCP.
- The Poole Bay risk management scheme was protecting 4000 properties from coastal erosion and the Council had recently bid for £500k for a suite of surface water management plans. This would also help identify where those communities most at risk were.

- The need for residents to understand what the risk was for their properties and to help people with property level resistance levels.
- It was confirmed that the Council worked in partnership with Wessex Water and shared data. They were also represented on the Regional Flood and Coastal Committee. The service also worked with organisations such as the RSPB, National trust, etc. It was acknowledged that how they managed flood risk was very different to BCP's hold the line approach. The partners also sat on the shoreline management committee.

The Chairman thanked officers for bringing the report and advised that the Committee would consider what issues it would like to see further information coming back to the Committee on in future.

7. BCP Green Spaces Play and Wheeled Play Strategy development

The Strategic Lead for Green Spaces and Conservation 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 Committee was advised that the presentation provided information on progress to develop a BCP Greenspaces Play & Wheeled Play Strategy. It was noted that BCP Council does not currently have a strategy in place for play and as such does not have any tangible foundation from which to support the development and provision of play opportunities. The Council's fixed play assets were ageing and in decline. Given the financial context the Council was facing it was vital that data and evidence captured as part of the strategy development is used to support future decisions in terms of play location, investment, and maintenance. The Council remained committed to the development of the strategy, recognising the importance of play to the physical, social and psychological wellbeing of children and young people living and visiting the conurbation. It was explained that the strategy would set out:

- A vision for play
- A design standard
- An evidence base of current provision

In the following discussion a number of issues were raised by the Committee which included:

- There were lots of play assets across the BCP area. These were subject to annual independent inspections for safety checks but funding for maintenance and repairs was limited. There had been no additional government funding since the Play Builder programme.
- The paper was welcomed and there were concerns raised regarding the very limited budget available for maintenance and repair of a large number of sites. It was suggested that there could be some community involvement in trying to improve them. It was noted that the cost of play equipment was significant, and everything needed to meet specified standards and budgets for repair were not always sufficient which has meant equipment has needed to be approved.
- Residents frequently raised concerns about the condition of play sites but without additional funding it difficult to do much beside paint, remove

litter and clear shrubs. It was suggested that there should be a method by which residents could set up support groups for individual parks but Councillors advised that they had heard reports of residents being told they could not do certain things.

- Friends groups/support groups – There needed to be some sort of Council facilitation and limited by resources. Would need to get some sort of agreement in place to ensure that everyone is aware of roles and responsibilities.
- Request for ward councillor involvement in the development of the play strategy. It was noted that it would need to be considered how Ward Councillor involvement would be done as this would affect every ward across the borough in different ways.
- Emphasising the ability of children to independently and safely access these areas. It was suggested that there needed to be a method within the documentation highlighting this and increasing accessibility. It was noted that everyone should have access to a play area within a 15 minute walk time and that spatial mapping would take into account areas which are effectively landlocked by different roads.
- Play streets. The strategy was mostly looking at formal play areas, but it was noted that there were opportunities for other informal play areas. If residents lived on a quiet road they can apply to close it for 2 hours on Sunday afternoon for play opportunities. It was noted that incidental play would also become part of the strategy. There was a need for further involvement from highways colleagues to support this.
- It was noted that there were lots of opportunities for incidental play such as adapted bus shelters and community opportunities such as growing food alongside play spaces.
- Importance of considering spaces for girls – Multi Use Games Areas (MUGAs), wheeled and traditional play spaces were used more by boys than girls. Different kinds of spaces to meet and maybe perform were needed.
- Access to play spaces for people with mobility issues. Poole park currently provided a range of accessible equipment.
- Concerns were raised around street drinkers and anti-social behaviour making play spaces difficult for children to access. It was noted that the park team may be able to help but it was a difficult issue to resolve.
- In some areas there was provision for small play areas within residential developments but also with access to a more substantial play space not far away. In these circumstances consolidation of facilities would be a factor. The strategy would include destination play areas to travel to, ensuring that these were sustainable. It needed to be considered whether current destination play parks were in the right locations and whether they were doing the right job. Councillors questioned how this tied in with the Local Plan. It was noted that the range of play was really important. Local community play was essential to “green heart parks”. Which would also bring in volunteering opportunities, café and toilet facilities.
- Whether bigger areas were easier to maintain. Each different type of park had costs attached. Consideration would need to be given to developing new parks versus improving and expanding existing parks.



Destination parks were easier to fund on an ongoing basis commercially. Contactless donation units were being trialled by Bournemouth Parks foundation. There was some success with donation points in parks.

- Communications with other play park operators. A number of areas were operated by other agencies. These were not included on the map but did need to be considered.

The Chair commented that the Environment and Place O&S Committee would be happy to feed into the strategy more and if any workshops were going ahead it would be good to have ward councillor involvement.

**RESOLVED that Place Overview and Scrutiny committee support the development of a BCP Green Spaces Play and Wheeled Play Strategy.**

8. Forward Plan

The Chairman presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'C' to these Minutes in the Minute Book. The Environment and Place Overview and Scrutiny Committee was asked to consider and identify work priorities for its next meeting pending a wider review of its forward plan at a future meeting.

A request was received for scrutiny into the training provided around the Council's declaration of a climate and ecological emergency. It was suggested that there should be a structured training programme to outline what this is and the impact of this. It would be useful to consider what training should be happening. Climate should be part of the communications portfolio and climate support delivered to different departments. The Chair advised that the Committee would be looking at the Council's annual climate report at a future meeting and it would be helpful to bring in the climate team as a whole. It was suggested that this request could form part of the Committees future consideration around progress on the climate action plan.

It was noted that these issues could be considered further through the planned workshops.

The Chair advised that an informal update to the committee from the Portfolio Holder on the lifts at Pokesdown Station had been requested.

The Committee considered the provision agreed at the last Council meeting for the Committee to appoint 2 independent co-opted members to the committee. It was agreed that a report should come to the next meeting of the committee for further consideration of this issue.

9. Future Meeting Dates

The date of the next meeting was noted as Wednesday 6 December 2023.

The meeting ended at 7:45pm

CHAIRMAN

## PLACE OVERVIEW AND SCRUTINY COMMITTEE



Report subject	<b>Planning Service Improvement Update</b>
Meeting date	17 January 2024
Status	Public Report
Executive summary	<p>This report showcases the ongoing work to improve the performance of the BCP Council planning service.</p> <p>There has been good progress in stabilising and improving the Planning service, with a performance management culture being strengthened which has weekly coordinating groups meeting to actively address and reduce the backlog of outstanding cases.</p>
Recommendations	<p><b>It is RECOMMENDED that the Board:</b></p> <p><b>Note and endorse the measures underway to improve and transform the planning service.</b></p>
Reason for recommendations	To update on the performance of the BCP Council planning service.
Portfolio Holder(s):	Cllr Millie Earl – Portfolio Holder for Connected Communities
Corporate Director	Jess Gibbons, Chief Operations Officer
Report Authors	Wendy Lane, Director of Planning & Destination
Wards	Council-wide
Classification	For Information

## **Background**

1. The purpose of this report is to showcase the ongoing progress made in reducing the planning backlog, improvements in planning performance in relation to planning applications (known as Development Management), complaints and enforcement through the embedding of a performance culture as well as the achievements of key milestones for the Local Plan.

## **Planning Improvement Journey**

2. A Planning Improvement Board was established in April 2021, chaired by the Chief Executive and attended by relevant Portfolio Holder Members and key officers. This Board meets on a monthly basis to oversee the Planning Improvement programme.
3. The objectives of the programme have been:
  - a. Achieve high and consistent standards of performance delivering to the expectations of customers
  - b. Deliver the local plan to set out the framework for growth meeting the areas sustainable development need
  - c. Deliver strong and responsive development management including proactively managing the backlog of older cases
  - d. Utilise modern ways of working and new technology to optimise the efficiency of working practices
  - e. Create an environment for staff to have job satisfaction and develop their careers within the service that is known for delivering positive outcomes and has a strong reputation.
4. The programme has consisted of five workstreams working to meet these objectives;
  - f. Structure, People and Culture
  - g. Performance and Development Management
  - h. System and Process Harmonisation
  - i. Customer Service and Support Services
  - j. Local Plan
5. The following section provides an update on the progress against the key objectives within each workstream.

## **Structure, People and Culture**

6. The key objectives for this workstream are;
  - k. Recruitment to vacant posts and reduction of agency staff.
  - l. Implement a new fit for purpose structure.



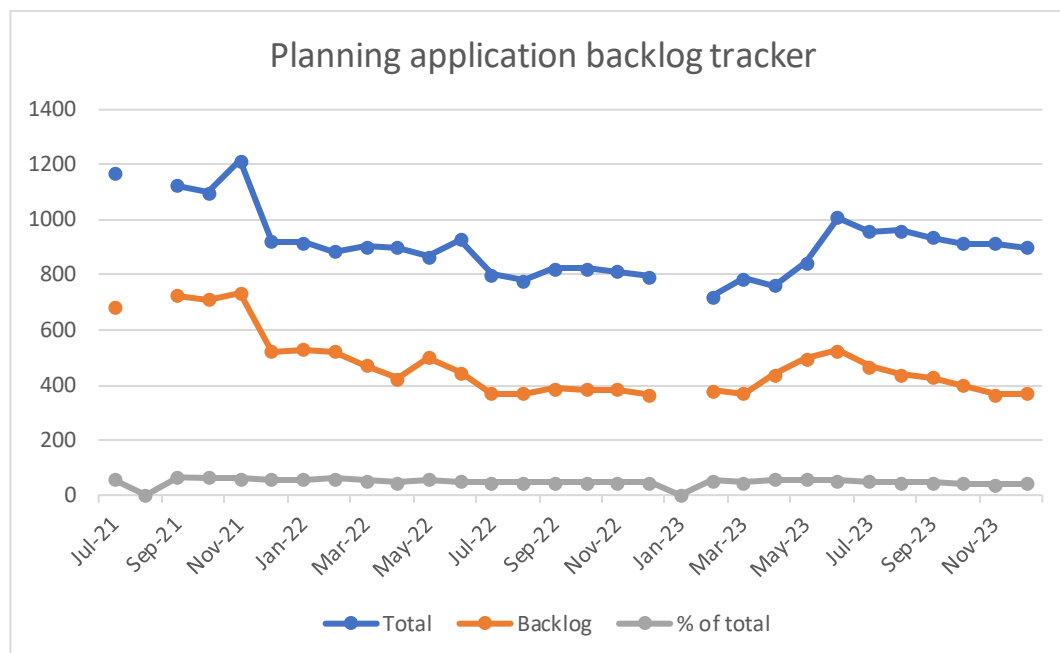
- m. Address workforce issues including low morale, high workloads, staff wellbeing and resilience pressures.
  - n. Develop a new culture which supports to optimum performance.
  - o. Address challenges of home working.
  - p. Provide leadership development to Planning Managers.
- 7. Progress within this workstream has been significant over the last 6 months. The Head of Planning Operations has been appointed and starts at the end of February and the Head of Strategic Planning will shortly be appointed. The Director of Planning and Destination started on 1 December. 2023.
- 8. Staff wellbeing and resilience is a challenge for the Planning Service. They are our greatest asset and despite huge challenges of high workloads, complex caseloads and negative views directed at the service, there remains a strong sense of ownership and commitment.
- 9. Early in 2023, a new structure for Planning was agreed with senior officers partly to formalise a range of temporary working arrangements whereby a number of staff were in interim roles, whilst also enabling promotion opportunities for staff who have proven themselves to be worthy of more challenging roles. This process has just been completed in late December 2023. A number of vacancies do remain and whilst some posts might be filled by internal candidates within the Council, external recruitment will be required.
- 10. Workloads remain high and performance improvement is being strongly driven. Even though the number of agency staff has reduced, there remains a reliance on the use of agency staff to support the delivery of the service and whilst this presents its challenges, this is key to delivery and improvement in equal measure.
- 11. In mid-December 2023, we were pleased to be advised that our application to the Planning Skills Delivery Fund for backlog funding had been successful and the Council will be awarded £100,000. We are awaiting the Memorandum of Understanding for the grants which should then enable us to access the funding.

### **Performance and Development Management**

- 12. The key objectives for this workstream are;
  - q. Address backlog of applications
  - r. Address issues with Major applications
  - s. Improve consultee performance
  - t. Improve section 106 process and performance
  - u. Reduce incomplete/substandard applications
  - v. Review and reduce planning conditions
  - w. Improve the viability assessment process and performance

13. There has been a continued focus and commitment to reducing the backlog of applications, with twice weekly operational meetings with the oversight of a weekly strategic meeting chaired by the Chief Operations Officer. An application is defined as being in the backlog if it has not been determined by its due decision date. The due decision date is either the statutory timeframe or the date that has formally been agreed with the applicant or their agent through and Extension of Time (EOT) or Planning Performance Agreement (PPA).
14. The statutory time limits for applications for planning permission are set out in article 34 of the Town and Country Planning (Development Management Procedure (England) Order 2015 (as amended). They are 13 weeks for applications for major development, 10 weeks for applications for technical details consent and applications for public service infrastructure development, and 8 weeks for all other types of development (unless an application is subject to an Environmental Impact Assessment, in which case a 16 week limit applies).
15. Where a planning application takes longer than the statutory period to decide, and an extended period has not been agreed with the applicant, the government's policy is that the decision should be made within 26 weeks for major applications and 16 weeks for non-major applications (as defined by article 34(2)(b) of the Development Management Procedure Order 2015). This change in government policy for non-major applications occurred in early December 2023.
16. The Government recognises, in its guidance, that longer periods may be required:
  - Where it is clear at the outset that an extended period will be necessary to process an application, the local planning authority and the applicant should consider entering into a planning performance agreement before the application is submitted; and
  - If a valid application is already being considered and it becomes clear that more time than the statutory period is genuinely required, then the local planning authority should ask the applicant to consider an agreed extension of time.
17. In respect to PPAs, the Strategic Applications Team has increased our capacity to offer a pro-active service to developers and applicants in offering Planning Performance Agreements (PPA's) to progress major schemes. The team has worked hard to get effective processes in place with this led by the Strategic Applications Team Leader and for the overall credibility of the planning system, the teams understand that extensions of time should really be the exception and efforts are made to meet the statutory timescale wherever possible.
18. In November 2021 there was a backlog of 734 applications. This has been reduced by 50% to 371 applications in December 2023. This includes significant reductions in the oldest applications. When the Planning

Improvement Board was established, there were applications from 2015, 2016 and 2017 which had not been determined. In the last 6 months, 25 of the oldest applications have been determined and the team are targeting applications for the first half of 2022.



19. The number of live cases in the system has reduced from 1128 in May 2023 to 878 in mid-December. Similar patterns are seen for cases over 26 weeks. There were 134 in late May 2023 and the latest position was 74 for December 2023.
20. All staff are involved in keeping the tracker of planning applications up to date. Meetings are held twice weekly to review progress and all DM staff meet weekly to update on progress.
21. The new Section 106 process is working well. The more proactive monitoring of outstanding S106s which has facilitated early interventions has significantly improved the effectiveness of the process.

### **Benchmarking Development Management Performance**

22. Local Planning authorities have completed PS1 and PS2 forms for Government since at least the 1990s. These returns collect information about the range of district matter applications that local planning authorities handle when exercising their development management functions. These returns do not cover all applications received by the Council for determination of applications.
23. This information is monitored by the Department for Levelling Up, Housing and Communities (DLUHC) whereby they assess local planning authorities' performance on the speed and quality of their decisions on applications for

major and non-major development. Where an authority is designated as underperforming, applicants have had the option of submitting their applications for major and non-major development (and connected applications) directly to the Planning Inspectorate (who act on behalf of the Secretary of State) for determination.

24. BCP Council performance, with EOTs, has consistently been above government intervention levels, apart for Minor applications which are close to the 70% target. Without EOTs, BCP performance is below the Government targets across all of the legacy areas and for each of the three measures.

BCP - ANNUAL PLANNING DECISIONS 2023/24					
Annual	1st Apr 2023 to:		Week Ending: 15/12/23		
Type	Govt Target	Actual %	Applications In Target	Total Applications	% Approved
<b>Bournemouth</b>					
Majors - Under 13 Weeks	60%	100.0	32	32	84.4%
Minors - Under 8 Weeks	70%	83.18	267	321	67.0%
Others - Under 8 Weeks	70%	92.11	433	470	79.2%
<b>Christchurch</b>					
Majors - Under 13 Weeks	60%	91.0	10	11	73.0%
Minors - Under 8 Weeks	70%	65.00	35	54	80.0%
Others - Under 8 Weeks	70%	78.00	178	227	92.0%
<b>Poole</b>					
Majors - Under 13 Weeks	60%	68.97	20	29	89.6%
Minors - Under 8 Weeks	70%	54.13	118	218	72.0%
Others - Under 8 Weeks	70%	82.89	465	561	89.3%
<b>BCP</b>					
Majors - Under 13 Weeks	60%	86.11	62	72	
Minors - Under 8 Weeks	70%	70.83	420	593	
Others - Under 8 Weeks	70%	85.53	1076	1258	

## System and Process Harmonisation

25. Since the formation of BCP Council, Development Management has continued to operate with 3 legacy IT systems undertaken in three area teams, based on legacy council arrangements across Bournemouth, Christchurch, and Poole with the addition of a separate team dealing primarily with the larger and more complex major applications. Across the teams, processes have been realigned as far as the IT systems allow to ensure there is a consistency of approach to development. Regular meetings are held across the teams and with the team leaders to ensure consistent decision making. The major applications team also operates a “forum” where cases can be discussed more widely to ensure consistency.
26. A project to harmonise these 3 IT systems into one new system has been ongoing. This has a Project manager and is governed by a Project Board, with the Director of Planning & Destination as Senior Responsible Officer (SRO).
27. The new system is called ‘Mastergov’, which is an updated version of two of the current legacy IT systems. The team has been working to ensure that those areas of work which have yet to be harmonised, such as how decisions are physically issued, can be addressed as part of this new IT system to provide a single approach to all parts of the application process. This will



replace some of the work around processes which are currently needed with the legacy systems. In addition, additional features such as standardised conditions and performance management tools are being built into the new system to make it easier for staff to maintain a consistent approach and to ensure performance against national targets is on track. At present much of this work is required to be carried out manually but the new system will provide a greater degree of automation.

28. The new single IT system will also have the advantage of being able to introduce greater staff flexibility as there remains limited ability for officers to switch between the current 3 systems and thus the 3 area teams due to the current differences in IT systems and as part of the proposed staff restructure to move to two area based teams this will assist in harmonising the work practices, allow for greater resource flexibility and also enable a greater feeling of being as one culture.
29. The go-live date for the project has not as yet been defined but it is anticipated to be one of a number of transformation projects that are going to be delivered in Summer / Autumn 2024.

### **Customer Service and Support Services**

30. The key objectives for this workstream are;
  - x. Improvement of registration and validation process
  - y. Address current levels of complaints including historical complaints
31. The Development Management function is supported by colleagues in Business Support, who are responsible for validating and registering applications, consultations, decision notices and the administration of planning appeals.
32. Validation is taking place within 5 working days, which meets the government target and the return of invalid applications has been made consistent across the 3 legacy council areas.
33. Planning complaints were previously administered as part of a centralised corporate approach to complaints. There was not previously an effective structure in place to manage these. Improvements have now been made and we now have a dedicated post in Business Support who coordinates the handling and resolution of these. Regular fortnightly meetings within the team take place to monitor resolution of these.
34. Since September 2023, we have responded to and sent out 80 responses. As an example, in November, whilst 4 new cases were registered, 9 were responded to and the below table shows the current scale of open cases.

Live complaint/enquiry numbers by area					
Area	Enquiry	Stage 1	Stage 2	LGO	Total
Bournemouth	1	0	0	0	1
Christchurch	0	2	0	0	2
Poole	0	11	0	0	11
Not site specific	0	0	0	0	0
<b>Total complaints</b>	<b>1</b>	<b>13</b>	<b>0</b>	<b>0</b>	<b>14</b>

35. In addition to this, our Planning Complaints Officer has replied to 70 other enquires, which we treat as pre complaints, and this early intervention has stopped a formal complaint having to be submitted.

### **Local Plan**

36. The key objectives for this workstream is to deliver and adopt the BCP Local Plan.
37. The Council has a statutory duty to prepare and maintain a Local Plan. The National Planning Policy Framework (NPPF) sets out that the planning system should be genuinely plan-led with succinct and up-to-date plans. We are currently operating three legacy area Local Plans that include over 300 policies, a significant proportion of which are out of date. The BCP Local Plan will replace these plans providing a single up-to-date plan for the area.
38. The publication of the draft BCP Local Plan is an important formal stage of the process prior to examination.
39. On 9 January 2024, Council is being asked to approve the Draft BCP Local Plan and Draft CIL Charging Schedule for public consultation for a period of six weeks.

### **Summary**

40. There has been good progress in stabilising and improving the Planning service with a performance management culture being introduced which has weekly coordinating groups meeting to actively address and reduce the backlog of outstanding cases.

### **Summary of financial implications**

41. The service has only been able to maintain performance levels by using agency staff to cover permanent posts that have been vacant. This has led to a forecast overspend as reported to Cabinet at Q2.
42. From 6 December 2023, fees increased by 25-35%. Planning & Finance colleagues are working together to forecast the impact this will have on the Planning fee earning budget and will, in combination with the Planning Skills Delivery Fund ward of £100,000 for the backlog will help to mitigate the overspend.
43. The Local Plan work identified within the report will be covered by drawing down £140,000 from the Local Development Plan reserve which is set aside for this statutory purpose.

### **Summary of legal implications**

44. Planning applications and enforcement action can be the subject of challenge. Either by applicants appealing to the Planning Inspectorate against decisions to refuse permission or against conditions imposed by the Council when permission is granted, or by third parties challenging the Council's decision by judicial review, via the courts. Where the Council has been found to have acted unlawfully or unreasonably then sometimes costs are awarded against the Council, and in the case of judicial review, planning permission can be quashed. The Council's legal team advise and defend the Council's position in such circumstances.

### **Summary of human resources implications**

45. There is currently a national shortage of suitably qualified and experienced Planning Officers. The team has had a number of vacant posts, which have been mitigated by the use of agency staff. Whilst this is an ongoing national problem it has had an impact on the Council's ability to provide a cost-effective and efficient planning service.

### **Summary of sustainability impact**

46. Individual planning applications are determined on their own merit, in accordance with the Development Plan and the National Planning Policy Framework. Sustainability is a key consideration in these policies.

### **Summary of public health implications**

47. None identified at this time.

### **Summary of equality implications**

48. None identified at this time.

### **Summary of risk assessment**

49. If performance dips below government thresholds then the Council is at risk of being designated as a Standards Authority for the purposes of planning applications. This requires close working with DHLUC for both the period while performance is under the required standard and for two years after performance reaches the required minimum standard. The Council's performance is consistently above designation levels and is actively monitored by the team on an ongoing basis.

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# ENVIRONMENT AND PLACE OVERVIEW AND SCRUTINY COMMITTEE



Report subject	<b>School Streets</b>
Meeting date	17 January 2024
Status	Public Report
Executive summary	<p>School Streets are a way to manage traffic around schools in a way that is particularly beneficial for children and their families travelling to them on foot or by other active modes.</p> <p>Six School Streets have been successfully implemented/trialled with the BCP area with the last 2 years and this report provides an update on the programme to date.</p> <p>School Streets are aligned with the existing and emerging new Corporate Strategy objectives.</p>
Recommendations	<p><b>It is RECOMMENDED that:</b></p> <p><b>The Environment and Place Overview and Scrutiny Committee note the progress to date and endorses the continuation of the roll out of School Streets across the three towns.</b></p>
Reason for recommendations	School Streets are a popular and worthwhile initiative, bringing improvements to health, safety and well-being. They are in line with existing and emerging Corporate Strategies around community, the environment, sustainability and young people.
Portfolio Holder(s):	<p>Councillor Millie Earl, Deputy Leader and Portfolio Holder for Connected Communities</p> <p>Councillor Andy Hadley, Portfolio Holder for Climate Response, Environment and Energy</p>
Corporate Director	Jess Gibbons, Chief Operations Officer
Report Authors	<p>Beth Barker-Stock, Sustainable Travel Team Leader</p> <p>Richard Pincroft, Head of Transport and Sustainable Travel</p>
Wards	Not applicable
Classification	Information

## Background

1. A School Street is a road outside a school where motor vehicles are not permitted to enter during specific periods of time at the beginning and end of the school day. Exemptions for residents, disabled drivers etc may be permitted.
2. School Streets are now widespread across the UK, with most local authorities using them as a way to improve safety, perception of safety, and the environment around school gates.
3. The Council introduced its first School Streets on a trial basis in February 2022. There are six School Streets currently operational in the BCP Council area:

School	Trial start date	Current status	Notes
St Michael's Primary Somerville Road	February 2022	Permanent Traffic Regulation Order (TRO) now in place	Additional physical changes currently in design <sup>1</sup>
Hamworthy Park Junior School Ashmore Crescent	February 2022	Permanent TRO now in place	Additional physical changes currently in design <sup>1</sup>
Livingstone Road Infant and Junior Schools Livingstone Road, Poole	March 2022	Permanent TRO now in place	Additional physical changes currently in design <sup>1</sup>
St Clement's & St John's Infant School St Clements Gardens	March 2022	Permanent TRO now in place	Additional physical changes currently in design <sup>1</sup>
Pokesdown Community Primary School Livingstone Road, Bournemouth	February 2023	Still operating under an Experimental Traffic Regulation Order (ETRO); consultation has ended	Officer recommendation will be to make permanent – due at March Cabinet.
Oakdale Junior School School Lane	April 2023	In trial/consultation period	Trial period has been extended to allow adjustments to timing and operation to be consulted upon

<sup>1</sup> Additional changes funded by Active Travel England and have been subject to separate public consultation.

4. In line with experiences elsewhere in the country, the School Streets have been very popular and transformational in terms of the positive impact they have had on the schools and families travelling to school. The public consultation on the first four School Streets showed that between 79% and 93% of respondents believed that the School Street should be continued beyond the trial phase. Therefore officers believe that, subject to ongoing funding and resource availability, and keenness by local schools themselves, the Council should continue to roll out additional School Streets at suitable locations.
5. To date, the School Streets have been fully funded by Government revenue and capital grants, and led by the Sustainable Travel Team, with support from Sustrans officers who also deliver the Bike It Plus programme in schools on the Council's behalf. All the School Streets schools are also Bike It Plus schools and it is therefore difficult to confidently attribute any modal shift or behaviour change to one project or the other. The two are jointly funded (£143k this year) and as

they complement each other so well there is every intention, subject to funding, to continue assigning Bike It to any new School Streets schools.

### **Outline of Process**

6. Early engagement takes place with ward members, school staff, school community and local residents and businesses in advance of the School Street being launched.
7. School Street implemented as Experimental Traffic Regulation Orders (ETRO), whereby formal consultation takes place during the course of the trial for minimum 6 months (can be up to 18 months). The consultation uses the Have Your Say online engagement platform and parents and local residents are actively encouraged to feed back. Support has generally been very positive.
8. Results from the consultation, as well as observations from officers and school staff, are used to recommend whether or not to make the TRO permanent ahead of final decision.
9. School Streets are relatively new and as such, officers have been learning lessons through the schemes implemented thus far. Officers have also been learning from other local authorities and participate in a quarterly southern region School Streets forum. Officers have recently drafted a BCP officer guidance document, which summarises the lessons learned and should maximise efficiency and positive results going forward.

### **Outcomes (from first four schools):**

10. An increase in children travelling actively to school more often (11.5%)
11. Air quality (informed by monitoring) improved across 3 of the 4 schools, although please note that the air quality monitoring undertaken had limitations – more detail about the methods used and outputs can be found in the appended Sustrans report. The fact that more children are walking and cycling suggests that there are fewer motor vehicles overall, reducing localised air quality outside of the School Street, as well as within the School Street itself.
12. Majority of children (59%) and carers (80%) feel safer.
13. Vast majority of people (85%) wished to see their local School Street be made permanent after the trial.

### **Options Appraisal**

14. This paper is for informational purposes and as such there is no requirement for an options appraisal, however the pros and cons of continuing and/or stopping the delivery of school streets are set out below.
15. Continuing to deliver the Council School Streets programme means that officers can continue to work towards introducing School Streets at our local schools, aiming ultimately to trial a School Street at all suitable and agreed locations. This will enable a large proportion of local children to experience the benefits of this initiative – namely a calmer, safer, more pleasant arrival at and departure from school. School Streets are just one tool available to the Council to improve road safety around schools, and therefore the wider roll-out of School Streets does not preclude or reduce the implementation of other suitable measures as may be required.

16. The impact of stopping the delivery of school streets would be that the benefits of School Streets are not seen in locations where this initiative could potentially have a transformative positive effect.

### **Summary of financial implications**

17. The School Streets programme is scalable according to available funding and staff resource. There is adequate revenue and capital funding, via Active Travel England (ATE) grants, for 2024 (£143k from Capability Fund Tranche 3 – external).
18. Subject to approval the 2024/25 Local Transport Plan (LTP) Capital programme shall include a budget (amount to be confirmed at Council) for School Streets to help deliver permanent changes at School Street locations once successful trials (ATE grant funded) have been undertaken to make it easier for them to continue to operate/exist into the future. Officers will continue to bid for further external revenue funding for future years delivery.
19. The revenue and/or capital budgets include allowance for the recharge of any programme management overheads including financial, consultation and communications support.

### **Summary of legal implications**

20. The School Streets schemes are initially trialled using Experimental Traffic Orders (ETROs) made pursuant to the provisions of Section 9 of the Road Traffic Regulation Act 1984 ("the Act") and can legally remain in place for a period of up to 18 months. This period allows for the time required for decision-making and implementation of a permanent TRO (if applicable), following a six-month consultation period running from the start of the trial.
21. Highway Authorities can revoke, amend and / or make permanent ETROs under the Act.
22. Highways Authorities are required to advertise proposed Orders and must consider any objections that are made in accordance with the Traffic Regulation Order process. In terms of the decision about making a School Street permanent at the end of the trial period, consideration is given to the consultation responses received, traffic impact, the wider national and local policy context, and to the assessment undertaken in respect of impact upon those with protected characteristics. The final decision is then made in accordance with the Council's standard procedure for TROs, currently via Cabinet.

### **Summary of human resources implications**

23. As per the Summary of financial implications, the School Streets programme can be scaled according to available staff resource. Where external revenue funding is available additional support (currently Sustrans officers) can be brought in to deliver School Streets alongside officers from the Sustainable Travel Team with the Transport and Sustainable Travel Unit.

### **Summary of sustainability impact**

24. School Streets help promote sustainable travel locally, in line with wider national and local transport policy. They are also likely to improve air quality outside the

school gates, by removing the majority of motor vehicles. Therefore the environmental impact of this measure is considered to be positive locally.

25. Some of the benefits may be offset by the displacement of traffic, however observation at existing School Streets has shown this to be limited due to the nature of the schemes and the short time duration over which they operate. School Streets will typically be on residential, non-strategic roads and therefore have minimal impact on general traffic. Any potential displacement of traffic may be offset where the School Street succeeds in promoting more local travel by sustainable modes.

### **Summary of public health implications**

26. Sustainable travel measures help promote more active travel modes and these modes help promote a healthy lifestyle and improve mental and physical well-being. Existing School Streets have shown that they do lead to more children travelling actively to school, more often.
27. Reducing traffic at the school gates can help improve air quality by reducing air-borne particulates and engine fumes which can be concentrated in such areas.
28. Public Health Dorset supports School Streets across BCP.

### **Summary of equality implications**

29. An Equalities Impact Assessment (EIA) conversation screening document was completed prior to implementing the first BCP School Streets, and this was discussed at and approved by the EIA panel. It included the following:
- The School Streets schemes have an overall **positive** impact on people from protected characteristic groups, to varying degrees.
  - Both nationally and locally, the transport network has for many years been dominated by the private motorcar. Whilst the car undoubtedly brings advantages to many people in terms of mobility and convenience, its dominance has tended to be to the detriment of other transport modes, including walking and cycling. This has had a disproportionate effect on people who don't drive – which is more likely to be older people, people from low-income households, disabled people, people from a black or ethnic minority background, women, and of course, children. Many of these people are also the most likely to be adversely affected by air pollution and road danger. Certain groups in our population are more likely to be involved in and impacted by traffic accidents including school aged children. All of these things are of particular concern outside many of our local schools.
  - The aim of School Streets is to reduce road danger and air pollution, whilst encouraging and enabling travel to school by means other than driving. Rebalancing our streets will benefit everyone – including those who have no choice but to travel by car.
30. Note: feedback from the initial BCP School Streets has included reports that blue badge holders have found it easier to park outside the school, as parking spaces aren't taken up by other drivers, and that the calmer environment has helped children with Special Educational Needs.

## **Summary of risk assessment**

31. A risk assessment is carried out for each individual School Street, in order to identify and mitigate any risks associated with that specific location and scheme.

## **Background papers**

*BCP School Streets Pilot: Creating safer spaces and increasing Active Travel to school*, Sustrans, 2022

*BCP Bike It Plus & School Streets – Annual Report September 2022 to August 2023*, Sustrans, 2023

## **Appendices**

**Appendix 1** – BCP School Streets Pilot: Creating safer spaces and increasing Active Travel to school, Sustrans, 2022

**Appendix 2** – BCP Bike It Plus & School Streets – Annual Report September 2022 to August 2023, Sustrans, 2023



# BCP School Streets Pilot

Creating Safer Spaces and Increasing Active Travel to School



# Executive Summary

28

“**Having access to the wealth of knowledge and experience that Sustrans have has been invaluable. Since getting a dedicated Sustrans School Streets officer on board we have been able to deliver four pilot School Streets, which are going really well thanks to their hard work and enthusiasm.**

**The schools, parents and children love the School Streets and we wouldn't have been able to deliver these without Sustrans' assistance.**

Beth Barker-Stock, Sustainable Travel team BCP

”

The BCP School Streets pilot project involved implementing a School Street at four schools in Bournemouth and Poole. A School Street is a timed prohibition of motorised traffic at the start and end of the school day. The aim was to reduce road danger around the school sites and increase perceptions of 'feeling' safe, encourage more people to walk, cycle and scoot for at least part of the school run, reduce congestion at peak times and improve the air quality around schools. We used various monitoring tools including perception surveys with pupils and parents, air quality monitoring using diffusion tubes and Sustrans Hands Up Survey (HUS) which collected data on pupil travel behaviours, to measure the success of the project.

## Our Key findings include:

- **80%** of parents and carers identified '**safety**' as one of the main advantages of their School Street and **59%** of pupils **felt safer**.
- **Active travel increased** from 61% to 68%, a relative increase of **11.5%** compared to before the School Streets were introduced.
- Data suggests that **NO2 levels**, which impacts air quality, has been **reduced** at Livingstone Road due to the project.
- **92%** of the parents and carers we spoke to and **70%** of the pupils said they want their School Street to **continue beyond the trial**.



# Contents

Background .....	4
The Project .....	6
Results .....	13
Parent and Carer Perception Survey.....	13
Pupils Perception Survey.....	18
Pupils Travel behaviour.....	22
Measuring Air Quality .....	25
Conclusions.....	28
Learnings and Recommendations.....	41
Case studies:	
St Clement's and St John's .....	12
A space for people .....	17
Livingstone Road .....	21
Cargo bikes on the school run .....	24
St Michael's C of E Primary .....	27
Hamworthy Park Juniors .....	30
An inclusive and welcoming space .....	34
A residents' perspective .....	40
Committed volunteers .....	44



# Background

## The Need for Change

**The school run creates congestion, pollution and danger around schools and on the wider road network.** The number of children being driven to school has more than trebled in the last 45 years, yet the average primary school journey is just 1.6 miles. It is estimated that one in four cars on the road during the morning peak times are doing the school run. The level of pollution created by motorised vehicles on the school run is harmful to everyone, but particularly children. Research carried out by UNICEF shows that children are exposed to higher doses of pollution during the school run and whilst they are at school, particularly in the school playground (1). The most recent statistics from the Royal Society for the Prevention of Road Accidents indicate that every month 1,200 children are injured in traffic related collisions that happen within 500m of a school (2).

In Summer 2020 the Prime Minister launched ambitious plans in Gear Change, to boost walking and cycling in England, with a vision for half of all journeys in towns and cities to be cycled or walked by 2030(3). Included in Gear Change was a commitment to 'increase the number of School Streets to protect children.' This built on the Cycling and Walking Investment Strategy target to 'increase the percentage of children aged 5 to 10 that usually walk to school from 49% in 2014 to 55% in 2025' (4).

(1) Unicef, 'The toxic school run' <https://www.unicef.org.uk/publications/the-toxic-school-run/> (2018)

(2) Royal Society for the Prevention of Road Accidents, School Site Road Safety (2021)

(3) Gear change: a bold vision for cycling and walking (publishing.service.gov.uk)

(4) Department for Transport, The second cycling and walking investment strategy, July 2022



The number of children being driven to school has more than trebled in the last 45 Years.

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“ It makes me feel more relaxed as a parent, it just feels like your child is safer. ”

Parent, Livingstone Road, talking about School Streets

# Background

## What are School Streets and How they Help?

### What is a School Street?

A School Street is a timed prohibition of motorised traffic at the start and end of the school day. Motor vehicles are not permitted to enter the School Street unless they have been granted an exemption. Exempt motor vehicles include residents, blue badge holders and businesses with premises on the street, for example.



Hamworthy Park Junior's School Street

### How do they help?

The aim is to create a safe, welcoming and attractive environment where children, parents and teachers can walk, wheel and cycle with less risk of air pollution and traffic congestion. A 2021 report by Possible and Mums for Lungs found that School Streets can reduce air pollution and road danger outside the school gate (1). A 2020 review found that, in almost all cases where School Streets were implemented the total number of motorised vehicles across School Streets and neighbouring streets reduced and active travel to school increased (2).

In implementing School Streets, for the first time in the local authority area, Bournemouth Christchurch and Poole (BCP) Council hoped to reduce road danger around the school sites and increase perceptions of 'feeling' safe, encourage more people to walk, cycle and scoot for at least part of the school run, reduce congestion at peak times, improve the air quality around schools, and improve the health and wellbeing of young people. It was also hoped that implementing School Streets would provide a safer and more accessible space for wheelchair users or those with limited mobility.

(1) *School Streets: Reducing children's exposure to toxic air and road danger — Possible* ([wearepossible.org](https://wearepossible.org))

(2) *Davis, A (2020). School Street Closures and Traffic Displacement: A Literature Review and semi-structured interviews. Transport Research Institute, Edinburgh Napier University.*

# The Project

## Working in Partnership

### Challenges in the Local Authority Area

Traffic congestion is a significant challenge facing parts of BCP, as is poor mental health amongst children. A survey undertaken by the Children's Commissioner in 2021 showed that more than a fifth of children in BCP are unhappy about their mental health, 44% of children surveyed said they worry about a healthy environment and the planet (1).

Prior to the launch of the School Streets pilot project, there was demand locally, from headteachers and parents, for School Streets. School Streets align with BCP's goal, to become carbon neutral by 2030 and their Health and Wellbeing Strategy.

### Working Together

In Autumn 2021 BCP contracted Sustrans to support with the set up and delivery of four new Schools Streets to commence early 2022.

Sustrans are recognised as leading in School Street, having been at the heart of growth in School Streets over the last few years. Sustrans works in collaboration with local authorities, schools and local communities to realise the benefits that closing a road to traffic, whilst opening it up for people, can bring.

*(1) The Big Ask: Mental Health, Children's Commissioner (2021)*

“

**Children walk, scoot and cycle down the middle of the road in groups and we're now seeing a really lovely atmosphere.**

”

**Headteacher at St Michael's school**

BCP had already been working with Sustrans on the Bike it Plus project. This, along with Sustrans track record of successful setting up and delivering School Streets elsewhere in the country, indicated that Sustrans would be the best partner to help deliver the School Streets project in BCP.



Sustrans Bike It officer delivering a cycle skills session



# The Project

## Project Overview

### Setting up The Project

BCP identified and contacted four suitable schools in the local authority area to be involved in the School Streets pilot project.

- Hamworthy Park Juniors ('Hamworthy')
- St Michael's Church of England Primary School ('St Michael's')
- Livingstone Road Infant and Junior School ('Livingstone Road')
- St Clement's and St John's Church of England Infant School ('St Clement's')

Parents and carers, residents and local businesses were informed and consulted with through the pre-consultation survey that took place between the 18<sup>th</sup> of November and the 17<sup>th</sup> of December 2021. The results showed strong support for the project. It was therefore decided to proceed with the trial.

In December 2021 a Sustrans School Streets officer was recruited to work with the schools and the wider community to help set up and deliver the project. The break down of activities completed as part of this role is detailed over the page.

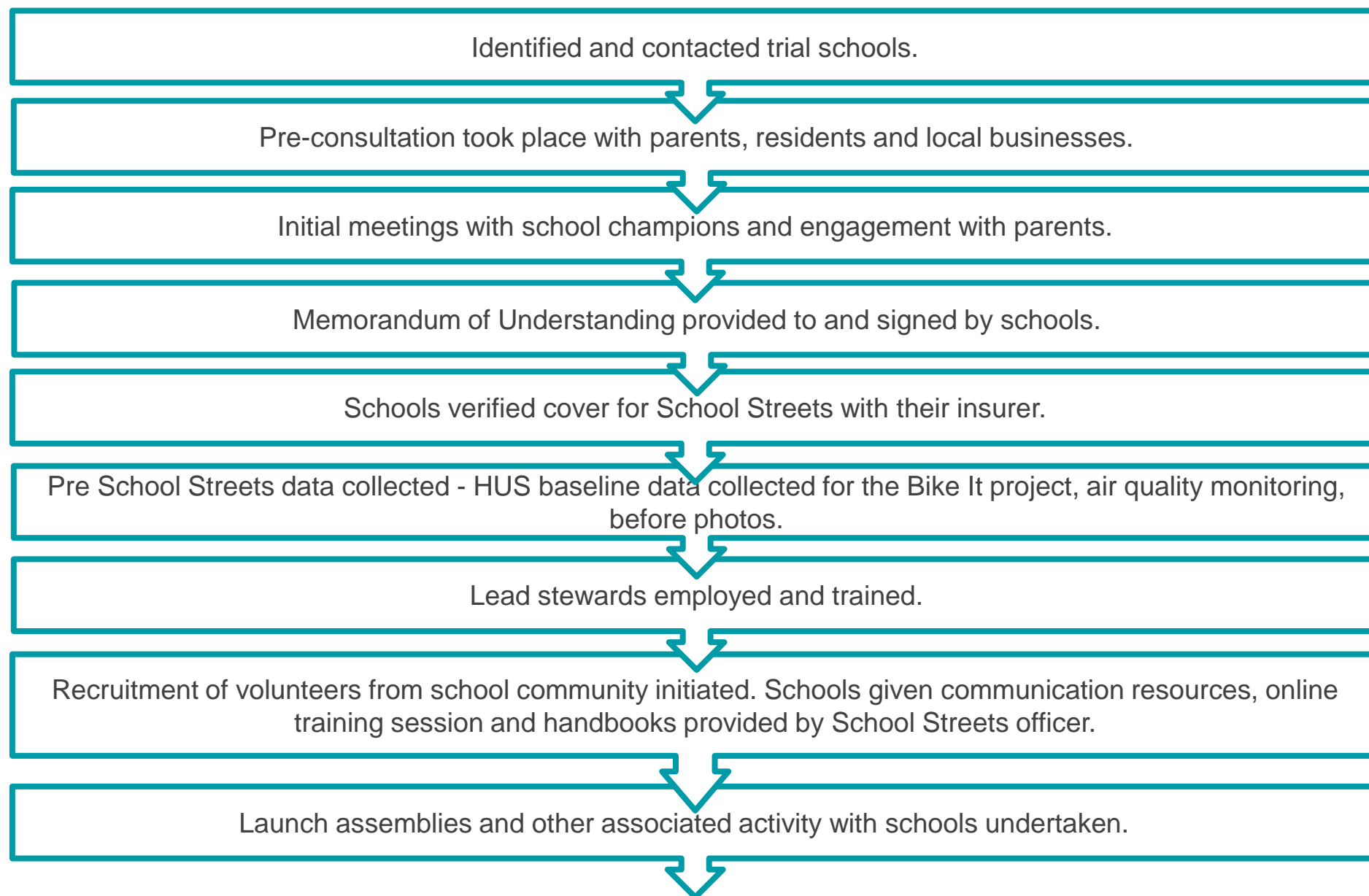
The School Streets Officer ensured the schools were fully onboard and supportive of the project and liaised with BCP Council to put in place all required processes and procedures to successfully and safely run the street closures. The officer also engaged with the school communities, local residents and businesses and supported the schools with the recruitment and training of volunteer stewards. Bike It officers worked with each school throughout the year to help educate and enthuse the children about active travel, to help families adjust to their School Street.

The School Streets pilot project was launched in two phases. The first phase, involving St Michael's and Hamworthy, was initially planned to be launched at the end of January but was delayed slightly and launched on the 28<sup>th</sup> of February. The second phase, involving Livingstone Road and St Clement's was launched on the 28<sup>th</sup> of March. The School Streets were operated on an Experimental Traffic Order (ETRO). The order initiated a six-month consultation period where the scheme was monitored, and feedback collected.

Two paid lead stewards were employed by Sustrans, and managed by the School Streets Officer, to support each school in the first six weeks of the trial. The School Streets Officer and the Bike It Officers also supported the schools to steward the street closures, this was particularly important in the early days of the schemes.

# The Project

## Project Overview – Step by Step set up and delivery



# The Project

## Project Overview – Step by Step set up and delivery

Start date confirmed and communicated to local community and schools. Press releases produced.

Risk assessments for each site finalised.

**School Streets implemented in two phases.**

Lead stewards supported each school for first six weeks.

Regular meetings with schools and between Sustrans and the council.

Post project data collected - second round of air quality monitoring conducted, perception surveys with pupils and adults, post HUS data.

Produced project report, include data findings case studies, lessons learnt and recommendations.

# The Project

## Locations of the School Streets

36





# The Project

## Objectives, Outcomes and Monitoring

Sustrans' undertook the following methods to measure the success of the schemes. BCP Council also ran a formal consultation alongside this.

### Diffusion tubes for nitrogen dioxide monitoring.

Diffusion tubes are an affordable way to measure concentrations of a traffic pollutant to give an indication of air quality. We positioned three tubes on the roadside, attached to street furniture, for three weeks before (24.01.22-16.02.22) and during the project, once it had time to 'bed in' (04.05.22 and 25.05.22), at each School Street school and four control schools.

### Parent and carer perception survey

We surveyed people standing or waiting in their car (if they were permitted to use the road) at the school gates at drop off and pick up, as we wanted to obtain feedback from people using the School Street. By using open questioning we hoped to get more in-depth response and tried to approach people using different models of travel. We began the survey after the Easter holidays to give the project enough time to bed in. 64 parents and carers took part in the survey across the four schools.

### Pupil perception survey

The schools were provided with four questions and given a choice over how they wanted to conduct their survey, in the classroom or with a focus group. This survey was conducted to obtain the perspective of children on the School Street. 1,116 pupils took part in the survey.

### Hands Up Survey

Baseline data and data post project is collected as part of the Bike It project. We used the results from the question on travel behaviours for the School Streets schools to see how the project may have influenced the way children travelled to school. It is however not possible to determine to what extent a change in travel behaviour is due to School Streets.

Objectives	Outcomes	Monitoring
Reduce road danger around the school sites and increase perceptions of 'feeling' safe.	Reduced congestion.  People using the road feel safer.	Adult and pupil perception surveys, collection of anecdotal feedback.
Improve air quality on the street outside the school.	Decrease in pollution levels.	Air quality monitoring using diffusion tubes.
Encourage more people to walk, cycle and scoot for at least part of the school run, to reduce congestion at peak times.	Increased active travel.  Fewer motorised vehicle trips.	Hands Up Survey data.  Adult and pupil perception surveys.
Improve the health and wellbeing of young people.	Increased physical activity.  Increased access to sociable public space.	Hands Up Survey data.  Adult and pupil perception surveys.
Provide a safer and more accessible space for wheelchair users or those with limited mobility.	More inclusive and welcoming places.  Reduced inequality of access and mobility.	Adult perception surveys.  Case studies.

# Case Study

## St Clement's and St John's

### The Challenge

St Clement's Infant school in Boscombe is located on St Clement's Gardens, a populated cul-de-sac, which comes off a very busy section of St Clement's Road. There are a number of residential properties, including those on side roads and a care home. The school faced a number of problems with engine idling and illegal parking on double yellows and zig-zags at drop-off and pick-up. Parents at the school reported more 'near misses' than any other school in the School Streets pilot. The School Street required a stewarded closure point at the entrance to the road, and vehicles entering and leaving the road were asked by the steward to drive carefully and slowly, at no more than 5mph.

### What we did

The School Street began at the end of March 22. Although staff including the site manager and headteacher regularly supported the closure where possible, this School Street is mostly stewarded by volunteers. The number of volunteers at the start was just two, but by the end of the school year there was a team of five volunteers who regularly stewarded the closure. The team of stewards worked with parking enforcement to address the ongoing issue of illegal and dangerous parking just outside the closure on St Clement's Road.

Parents, children, staff and residents are very supportive of the School Street. The headteacher noted a real increase in the use of bikes and scooters to come to school.

“The parents are really pleased, the children are really happy coming into school.”

Mr Poole, Headteacher



# Results

## Parent and Carer Perception Survey

### Methodology

- Perception surveys were conducted through short interviews with parents and other adults outside the school gates at drop off and pick up times at each site. The respondents were asked a mixture of closed and open questions, covering travel behaviours, perceptions of safety, perceived advantages and disadvantages of the project etc.
- The survey also aimed to identify potential case studies which evidenced individual benefits and changes in behaviour.
- **64 adults were interviewed.** The majority, 89%, were parents. 7% were categorised as 'other' including, grandparents, other relatives, and a foster carers.

### Limitations

Only a small portion of people doing the school run were surveyed in total. The data collected from each school is not sufficient to make statistically significant findings from their individual data, but when grouped together as a full data set, we were able to draw findings.



Before the School Street most respondents (88%) described the school run as either **busy, dangerous and awful**.



Now the School Street is in place, the school run is **better and safer**, according to 48% and 16% of the respondents.



20% of parents and carers said they had **changed the way they travelled** to school.



80% of the respondents said the main advantage was that it was '**safer**.' 55% could not think of any disadvantages associated with having a School Street at their school.



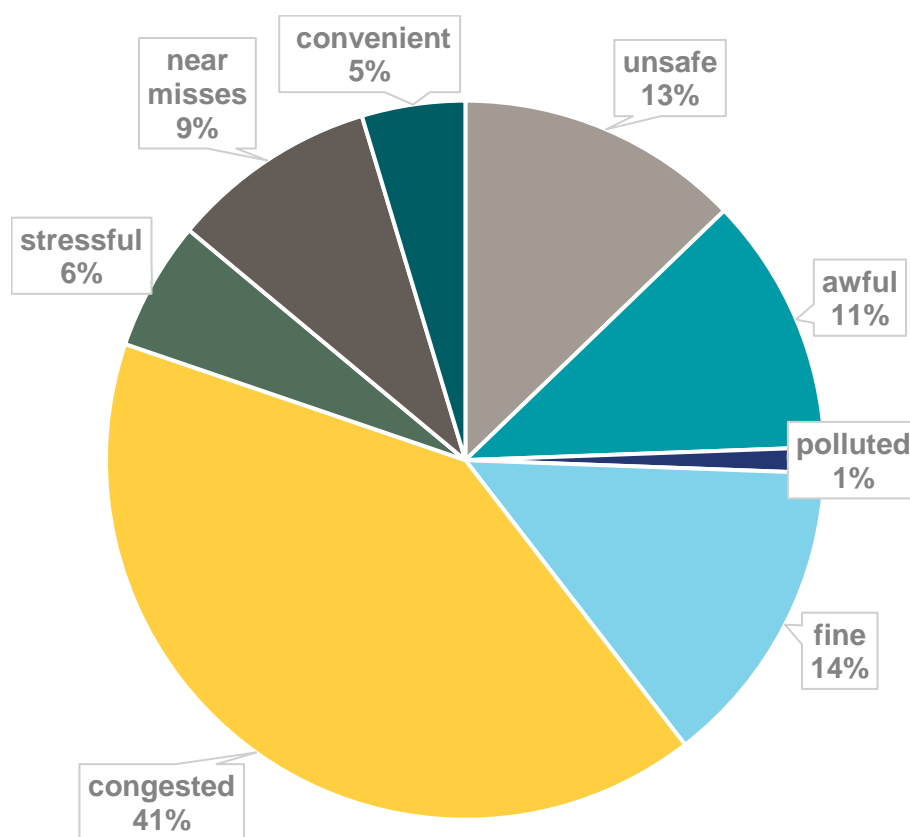
**92% of parents and carers want their School Street to continue**



# Results

## Parent and Carer Survey

Q1: How did you feel about the school drop off and pick up before the School Street was introduced?



Q2: How do you feel about the school drop-off and pick-up now the School Street is in place?

The most commonly used words mentioned in their answers were: **better (48%) safer (16%)**

- 11% of the answers mentioned that the School Street has **made it easier, or had made them more likely to, travel actively to school.**
- 11% of the responses stated that they **did not think the School Street had made much of a difference**, as they had always travelled to school actively, for example. Others explained that the School Street failed to address some of the key safety issues at the school site, mostly relating to congestion and safety on other roads that also form part of the journey to school. At Hamworthy some parents stated that the adjoining road, Ashmore Avenue was *'the problem, not so much this cul-de-sac'* where the School Street is located.
- 11% of the respondents stated that the School Street had made the school run **more difficult** for them, if they have to come straight from work to collect their child or if they have other children that go to school elsewhere, for example.

The pie chart shows the words/descriptors used most in response to the question and the percentage of respondents who used them. Only 19% gave a positive response about the situation before the School Streets was introduced.

# Results

## Parent and Carers Survey

### Before

“

Incredibly dangerous, my son almost got run over.

Parent, St Clement's

41 **Manic, always cars stopping in the middle of the road.**

Parent, Livingstone Road

**It was terrible because there were so many cars.**

Parent, St Michael's

**Along here it was dangerous...I believe some child was knocked down.**

Parent, Hamworthy

”

### After

“

**Lovely and peaceful, we rode a bike this morning.**

Parent, St Clement's

**Now I have a baby, I have a pushchair and I find it a lot easier to get on the pavements...It has cut the stress down a lot down for me.**

Parent, Hamworthy

**Excellent, huge improvement**

Parent, St Michael's

**It is more family friendly, it is nice in the morning to see the kids playing in the road waiting for the gates to open**

Parent, Livingstone Road

”

# Results

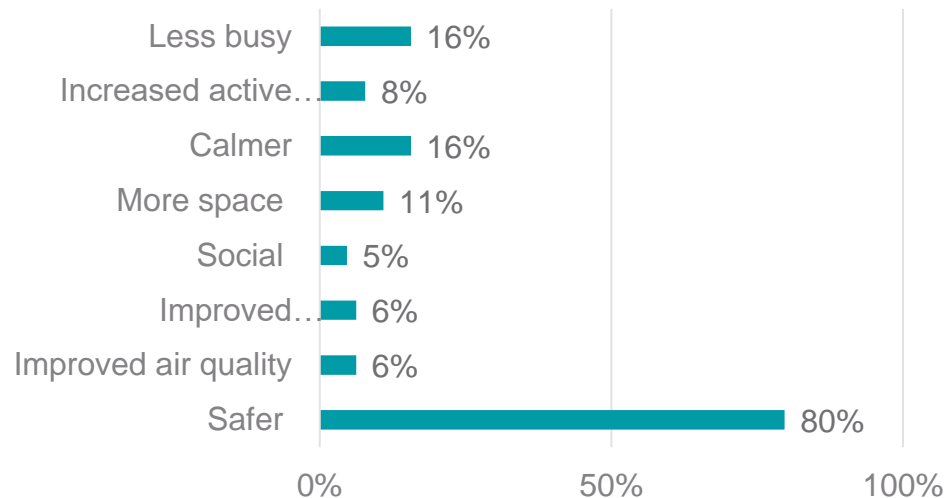
## Parent and Carer Survey

### Q3: Has the way you travel to school changed because of the introduction of the School Street?

Overall, 20% of the respondents said the way they travelled to school had changed because of the School Street, with 11% travelling actively (walking, cycling, or scooting) **more**.

### Q4(a): What do you think are the main advantages or benefits of having a School Street at this/your school, if any?

The most common advantages mentioned most in their responses were: **safer (80%), calmer (16%) and less busy (16%)**. The graph demonstrates the percentage of answers each advantage was mentioned in.



### Q4(b): What do you think are the main disadvantages of having a School Street at this/your school, if any?

55% of respondents could not think of any disadvantages. The disadvantages identified by the remaining respondents included:

- It is more inconvenient, particularly if you are running late (11%)
- More difficult for parents who don't live locally (3%)
- Insensitive parking in the surrounding areas (9%)
- Nearby car parks noticeably busier / not enough parking locally (9%)
- Traveling to school actively is more difficult in bad weather (3%)
- Other (9%)

### Q5: Do you think the School Street should continue after the trial, and if so why?

An overwhelming majority - **92%** - of those interviewed wanted the School Street project to continue past trial period.

The parents that did not want the trial to continue said it was easier for them to park on the road outside the school.

# Case Study

## A Space for People

### How did you feel about the school drop-off and pick-up before the School Street was introduced?

“Stressful because we often ride bikes or come on foot or scooters...before it was really stressful as the parents were fighting over parking spaces so sometimes it was a bit frustrating, with people being so agitated that they can't get the parking space that they would like to...The kids were overlooked by drivers, kids being almost run over by a distracted driver who is desperate to find a parking space to drop their kids off in time.”

### How do you find the school drop-off and pick up now the School Street is in place?

“Lovely and peaceful, we rode a bike this morning, my daughter is in reception and rides her bike. It's nice because she doesn't fit on the pavement because you have got people coming in both directions, but now she can ride on the road, so that's really nice because it is an open space...we really like it.”

### Any other comments?

“The closure of St Clement's Gardens helps a lot, as parents and kids can spread out a bit more, ride on the road and don't have to look out for oncoming traffic.” Jaroslava would like to see more road closures implemented, including on St Clement's Road, which is the 'main road we all accessing St Clement's Gardens from' as the 'pavements are uneven and traffic is heavy, so kids are still in danger on their way to school.’



Jaroslava and her daughter outside St Clement's

“Lovely and peaceful.”

# Results

## Pupils Perception Survey

A short survey, consisting of four questions, was conducted with pupils at each school during the summer term, once the School Streets had bedded in. In total **1,116 pupils** took part.



Over half of the pupils surveyed feel safer on the street outside their school.



37% reported they travel to school actively more often.



70% would like their School Street to stay.

“ There is lots of space and I can scooter on the road. ”  
Pupil, St Michael's

### Methodology used by each school

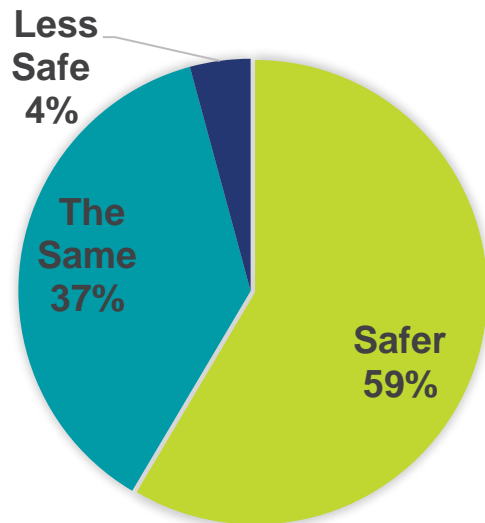
- St Clement's and St John's - the survey was conducted with a focus group of 22 Year Two pupils by the School Streets Officer.
- St Michael's - the survey was sent to the school and conducted with nineteen classes. 532 pupils in total took part.
- Livingstone Road - the survey was sent to the school and distributed to teachers to conduct with their class. 266 pupils in Years One to Six took part in total.
- Hamworthy – members of the Eco group conducted the survey with their classes, after a short information and training session for the School Streets officer. In total 296 pupils took part in Years Three to Six.



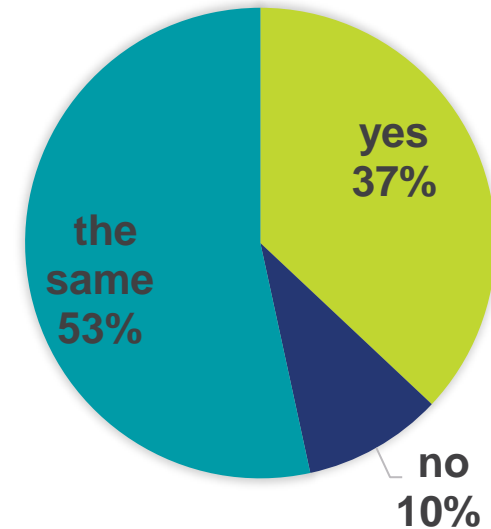
# Results

## Pupils Perception Survey

**Q1: Since the School Street started do you feel safer on the street outside your school at drop off and pick up time?**



**Q2: Do you walk, wheel, cycle or scoot to school from home more often now that the road outside the school is closed?**



**Q3: Do you think the road outside your school should stay closed at drop off and pick up time?**



70% of the pupils said they would like the School Street to continue.

30% said they would not like the School Street to continue and would prefer the road to be open again.

	Safer	The Same	Less Safe
Livingstone	66%	28%	6%
St Michael's	58%	40%	3%
Hamworthy	52%	44%	4%
St Clement's	77%	5%	18%

# Results

## Pupils Perception Survey

Q4: What word(s) would you use to describe how you feel about the School Street at your school?



This question was answered by 41 out of the 45 classes who took part in the survey. The bigger the word appears, the more often it was mentioned in the survey responses. The top three words were positive, 'safer' and 'safe' were mentioned 23 times each, 'happy' was mentioned 13 times and the fourth most popular words was 'normal' mentioned 12 times.

# Case Study

## Livingstone Road

### The Challenge

Livingstone Road Primary Federation is located in a residential area of Poole. There are 480 pupils across the Infant and Junior school. The section of Livingstone Road that the schools are located on, like many roads, becomes dominated by cars at drop-off and pick up time. Data collected by BCP showed that just over a quarter of all the pupils surveyed were driven for their whole journey to school.

### What we did

47 A week before the launch date the school expressed concerns about their capacity to support the closure and the negative reaction from parents they anticipated facing, and considered pulling out of the project. The school met with a member of BCP's Sustainable Travel team and the School Streets officer to discuss their concerns and agreed to proceed with the trial, initially for only three weeks. During the early stages there were three closure points, one at the entrance to the road, one at the entrance to the Uppleby cul-de-sac, to prevent parents using this area to turn around in, and one temporarily at the end of the section of road. The latter closure point was to address the problem of parents reversing up the one-way system, which initially started happening when it was first launched. Eventually this final closure point was no longer needed.

The School Street was so well received by the school community that the school decided to continue with the project for the entire trial project and hope to make their School Street permanent. The School Street has transformed the area outside the school from one dominated by cars into a safe, welcoming space, where children play and socialise with their friends before and after school.



Easter themed 'bling your bike' at Livingstone Road

**66% of pupils feel safer**



**“ It is so much nicer...it is lovely seeing the kids cycling or playing football.**

**Parent, Livingstone Road**

**”**

# Results

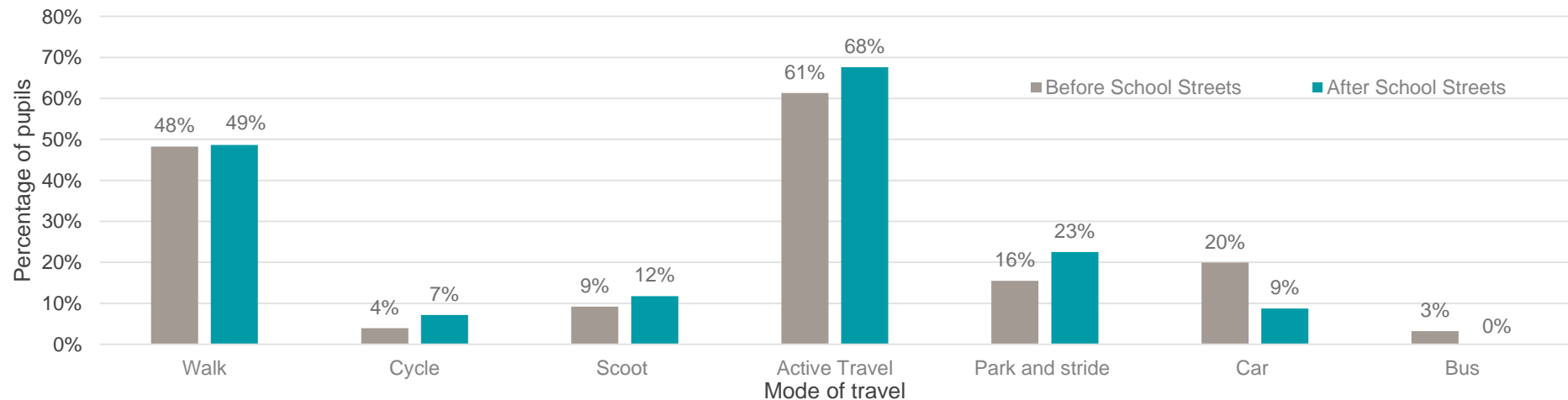
## Pupil Travel Behaviour

### Hands Up Survey data

Baseline data was taken from a total of 1,759 pupils who undertook Sustrans Hands Up Survey prior to the School Streets being introduced. A further 1,378 pupils took part in the post Hands Up Survey at the end of the school year. Pupils who took part in the survey were asked a series of questions, including 'how do you usually (or most often) travel to school?' We extracted the data from the School Streets schools to produce these findings. As each school also benefitted from the Bike It project, we are not able to determine the individual influence of the School Streets project, any change in travel behaviours are most likely to be attributable to a combination of the projects.

**Overall active travel to school increased from 61% to 68% of pupils. This is a 7 percentage point increase or 11.5% relative increase compared to active travel levels before the School Streets were introduced.** All modes of active travel increased, with cycling increasing by 75%, although still a small proportion overall. The amount of children being driven the whole way to school has reduced by over half. The individual school results, displayed over leaf, shows that active travel has increased in all schools, most noticeably in St Clement's. Park and stride has also increased from 16 to 23 percentage points, suggesting families could be reducing the amount of distance they travel by car (parking the car and walking at least 5 minutes to school).

### The mode of travel pupils state that they 'usually' travel to schools by, before and after the School Street was introduced (combined for all School Street schools)

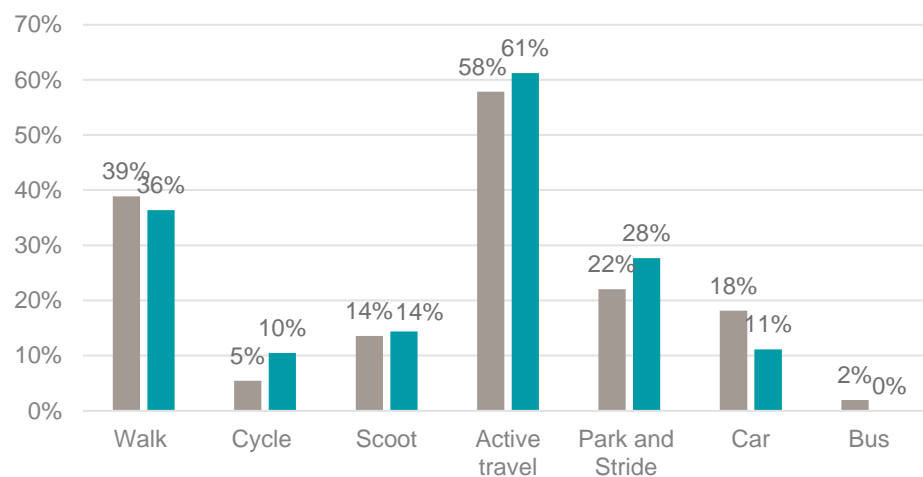


# Results

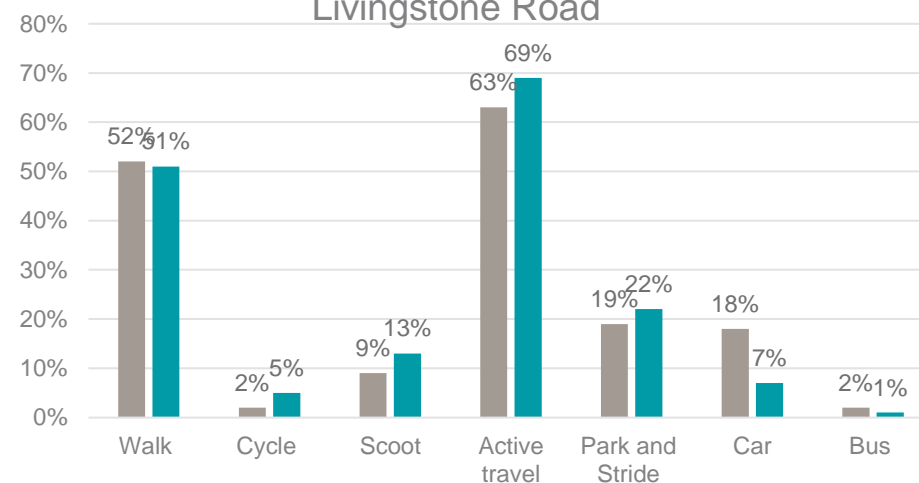
## Pupil Travel Behaviour

The mode of travel pupils state that they 'usually' travel to schools, before and after the School Street was introduced (by school)

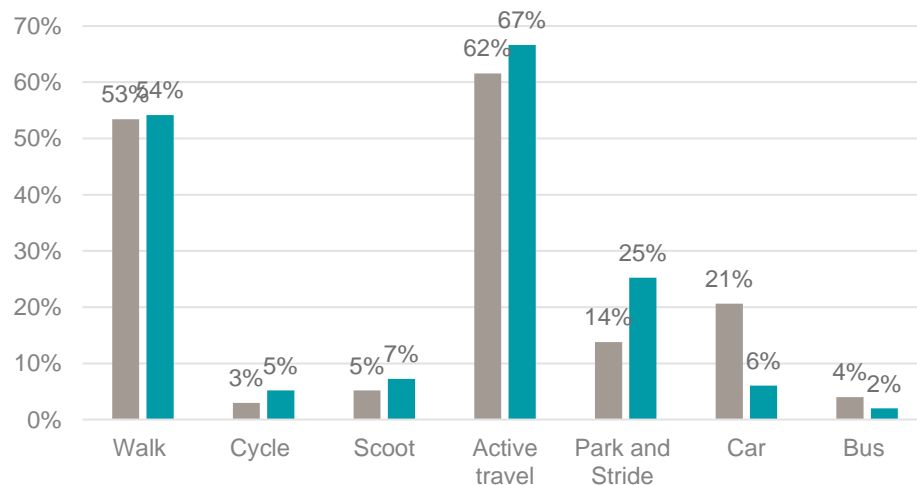
Hamworthy



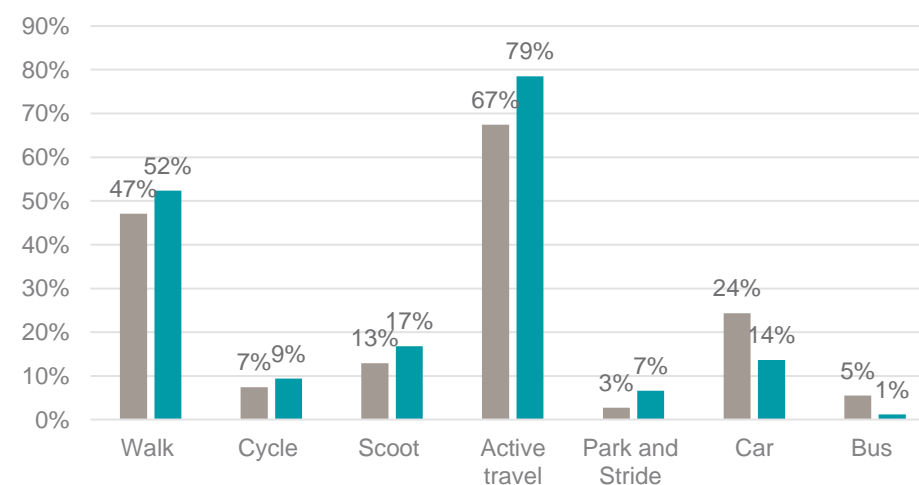
Livingstone Road



St Michael's



St Clement's





# Case Study

## Cargo Bikes on the School Run

Asa and her children cycle to school, St Clement's and St John's, on their cargo bike everyday. She was concerned about vehicle idling and the levels of pollution outside the school.

*"I was annoyed a couple of times...mostly because of pollution levels, because parents who park right outside the school leave the engine on, take the child out and go up to the gate with the engine still on."*

“ It feels safer.  
Fresher air too. ”

Since the School Street she has noticed that the air feels “fresher” and it ‘feels safer’ at drop-off and pick-up times. She hopes that it may encourage more parents to travel actively to school too.

*“ I think people drive out of habit, because they always do it” but she thinks the road closure may encourage more people to cycle by showing them that ‘it’s not so hard.’*

*Out of all the School Streets schools, St Clement's and St John's saw the biggest increase in active travel.*



Travelling to St Clement's & St John's school on their cargo bike.

# Results

## Measuring Air Quality

We used diffusion tubes to measure nitrogen dioxide (NO<sub>2</sub>) levels on the road outside each school before and during the School Streets trial, to give an indication of the impact of the road closures on air quality.

### How It Works

Diffusion tubes work by a process called molecular diffusion. During molecular diffusion, compounds will move from an area of high concentration to an area of low concentration. The compounds in the air diffuse into the tube and collect on the absorbent zone at the end of the tube.

We used three diffusion tubes at each site and monitored the air quality at the four School Streets schools, and also four control schools: Epiphany C of E school, Queens Park Academy, Longfleet C of E Primary school and St Joseph's Catholic Primary school. The monitoring period lasted for three weeks each time, from the 24.01.22-16.02.22 and 04.05.22 and 25.05.22. Once the sampling period was over, the tubes were returned to the laboratory to determine the average concentration of compounds that were present in the air over the monitoring period. For each school we calculated the mean average NO<sub>2</sub> levels and then worked out the percentage change that was seen between monitoring periods. At some sites, some of the tubes went missing which did not allow a comparison, these results were removed when we calculating the mean. An average was calculated for the control schools to allow seasonal variation to be removed from the School Streets results.

### Considerations and Limitations

Many factors impact air quality including weather, road structure and vegetation. In particular, weather conditions: wind speed and direction, temperature, humidity, rainfall and solar radiation can impact readings. Nitrogen dioxide concentrations also show natural seasonal variation (1). For this reason we also chose to measure the air quality at four control schools, to take into account other influencing factors: wind, seasonal variations, etc. We also opted for tubes with a wind protection cap, in line with Defra recommendations, to adhere to more rigorous standards for EU reporting. The polyethylene filter prevents wind turbulence in what would otherwise be the open end of the tube. Please note that compared to other monitoring tools, diffusion tubes are categorised as an 'indicative' monitoring technique defined by relatively high uncertainty.(2)

### Results

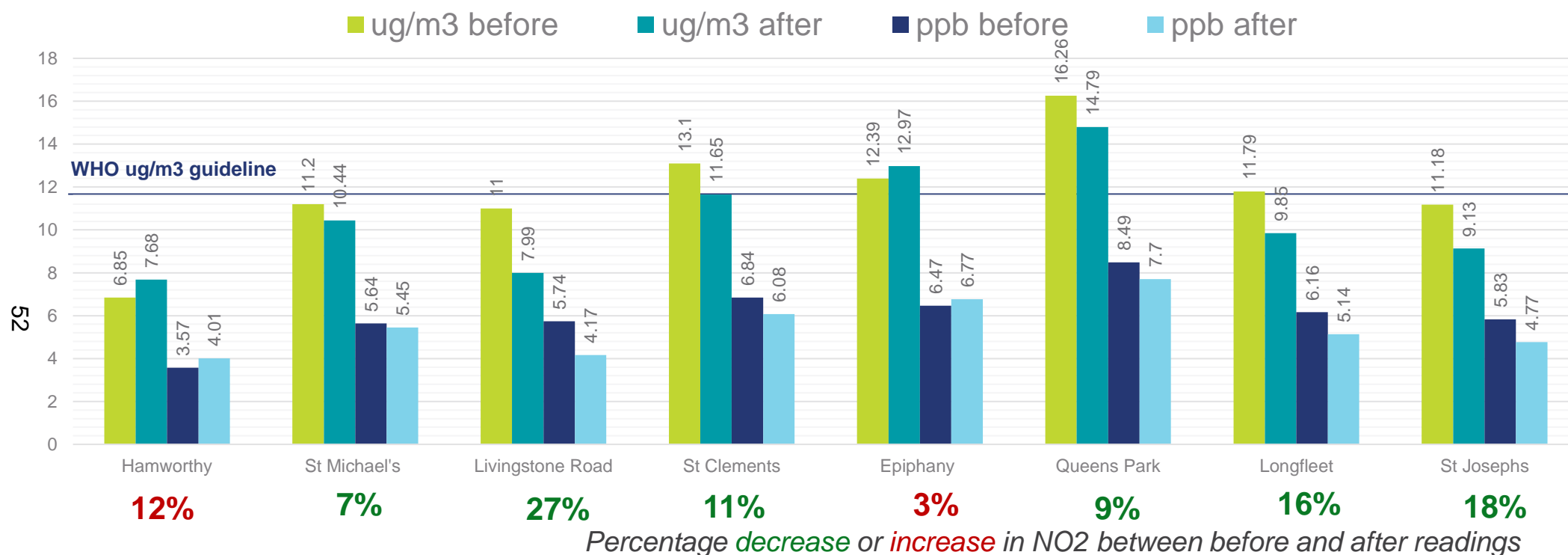
All School Streets schools, other than Hamworthy, saw a reduction in NO<sub>2</sub> levels between pre and post readings. This is also the case for the control schools with all but Epiphany seeing a reduction. In order to remove other external factors, as detailed above, the average change for the control schools was calculated to be a 10% reduction. To try to determine the impact of the School Streets on air quality, by removing other variables, if we eliminate this 10% reduction for the School Streets levels it indicated that Livingstone Road would still have a 17% reduction (removing 10% for the average 27% reduction seen from the second readings). St Clement's also saw a smaller 1% reduction if the same reduction was applied.

(1) Queensland Government, 'Influence of meteorology on air quality' available here <https://www.qld.gov.au/environment/management/monitoring/air/air-monitoring/meteorology-influence>, (2) AEA Energy and Environment, Diffusion Tubes for ambient no<sub>2</sub> monitoring practical guidance (2008)

# Results

## Measuring Air Quality

The average NO2 levels recorded before and after the launch of the School Streets and the percentage change



**NO2** A nitrogen oxide associated with combustion sources.

**ug/m3** The concentration of an air pollutant (e.g. NO2) in micrograms (one-millionth of a gram) per cubic meter air. Allows comparison to WHO guidelines.

**ppb** The concentration NO2 as the ratio of its volume if segregated pure, to the volume of the air in which it is contained expressed in parts per billion.

**WHO guideline** World Health Organisation air quality guideline of 10 ug/m3 (annual mean) serves as a global target for national, regional and city governments to work towards improving their citizen's health by reducing air pollution. **Our results are not directly comparable** as the WHO guidelines represent an average for the whole year, our monitoring period was much shorter (six weeks in total). This level is simply to put levels into context. The national annual air quality objectives is higher at 40ug/m3, again these results are not comparable as this is an annual average, and would be expected to be well within this objective.



# Case Study

## St Michael's C of E Primary School

### The Challenge

St Michael's Primary school, located on Somerville Road in Bournemouth, had contacted BCP Council to expressed interest in having a School Street. During the school run traffic jams would regularly build up as people parked dangerously and illegally outside the school.

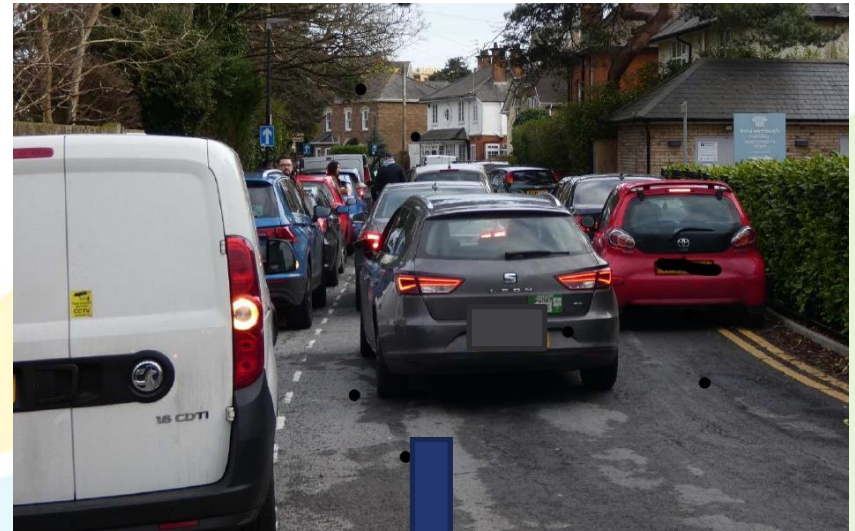
### What we did

The school was one of the first in the area to benefit from a School Street. Parents and residents volunteered their time to support the project as volunteer stewards, trained by the School Streets Officer. As the road is fairly long with a bend just after the closure point, exempt vehicles are walked through the closure during peak times by school staff, to maintain the safety of those using the road.

The School Street trial has been very successful so far. All the parents and carers surveyed said they thought the School Street should continue. The local newspaper, Bournemouth Echo, wrote a series of positive articles about the School Street (1).

Alongside their School Street, St Michael's ran a number of initiatives to encourage active travel, as part of the Bike It Plus programme. The school purchased a number of school bikes and have implemented 'learn to ride' sessions for reception children into their curriculum.

If the Schools Street is able to be made permanent, street design changes may be implemented in the future to help slow the speed of vehicles using the road.



(1) <https://www.bournemouthecho.co.uk/news/19961500.road-closure-introduced-outside-st-michaels-primary-school/>

# Conclusions

## Improved Road Safety and Perceptions of 'Feeling' Safe

Our findings suggest that the School Streets have improved perceptions of 'feeling' safe.

### Parents and carers

80% of the respondents answers identified 'safer' as one of the main advantages of having a School Street at their school. Respondents remarked that it '*feels a lot safer*' and that they '*did not have to worry*' as much. This is a marked change from how parents, and others, felt prior to their introduction, with 17% of respondents stating the school run was dangerous and 13% of the answers referred to 'near misses' (near-miss traffic accidents) before, where their child '*almost got run over*' or '*almost hit by a car*.'

Some raised concerns that the surrounding areas were still busy and therefore dangerous, particularly St Clement's Road and Ashmore Avenue in Hamworthy. Some attributed this to the School Street, saying '*this being closed means people park on the corner at Hamworthy park on the bend, which is really dangerous*', for example. But most parents did not think the School Street had caused the danger, for example one parent at Hamworthy said '*I don't think the closure has made it worse it has always been a problem*.'

The project worked closely with the enforcement team to try to tackle dangerous and illegal parking on roads surrounding the School Streets. This did have an impact on driver's behaviour when they were present.

If the School Streets are made permanent enforcement teams should continue to have a regular presence and road layout or street design changes could be considered to address these issues.

### Pupils

59% of pupils said they felt safer on the road outside their school since the School Street, 37% felt the same. This indicates that the School Street has improved perception of safety among children. Many indicated that they felt safer now there were less cars.

- "Safer, there are not lots of cars to run us over"
- "Safe, nothing is driving and less smoke"
- "Happier, I was nearly hit by a car door"
- "I could not walk alone before because it was too busy"

“**My little boy rides his bike now going down this road, it's a lot safer, I can let him go and not have to watch him so closely.**”  
Parent, Livingstone

# Conclusions

## Improved Road Safety and Perceptions of 'Feeling' Safe

### Some safety concerns

Some children did still have safety concerns, for example a Year 5 pupil from St Michael's was *"worried about cars with blue badge"*, and a Year 2 pupil at St Clement's was worried about cars *"coming the other way"* namely those leaving the closure from residences. These vehicles and blue badge holders are exempt and therefore still allowed to drive in the road during the closure times. Another pupil said that reception pupils *"might get used to a lack of traffic."* This was a concern echoed by some parents who were worried that it would encourage children to be less cautious on roads not controlled by a traffic order. A grandparent from Livingstone said that *"sometimes in the morning there are kids running around on the road and to me, kids shouldn't be on the road."*

Lessons, assemblies and skills sessions were provided to the schools, as part of the School Street and Bike It project, which addressed road safety issues, including concerns raised above. This highlights the importance of addressing road safety particularly with younger pupils as part of a package of work around School Streets, to ensure safety is improved across the board. Notably, St Clement's have been involved in BCP's STEPS programme, which helps children learn the skills they need to keep safe when crossing the road. Programmes like these work well alongside School Streets.

### Conclusion

Evidence collected from adults on the school run and pupils at the schools suggests that School Street has largely increased perceptions of safety in the area immediately outside the school gate. The fact that such a high percentage of the adults surveyed referred to the school run being 'safer', without being prompted to do so, as answers were open, is strong evidence of the fact. Also, 59% of pupils said they felt safer on the road since the School Street.

Although problems with inconsiderate and dangerous parking in surrounding areas persist, and some pupils still have some safety concerns, mostly relating to exempt vehicles still using the road, it is clear that the School Street has significantly improved perceptions of safety among road users.



**It feels a lot safer and quieter and calmer for the kids as they go into school.**

**Parent, St Clement's**



# Case Study

## Hamworthy Park Juniors

### The Challenge

Hamworthy Park Juniors and Twin Sails federation located in Poole faced insensitive and illegal parking on the road outside the Hamworthy Park Juniors entrance. This along with some dangerous car reversing manoeuvres were causing road safety concerns.

### What we did

The School Street began at the end of February 22, located on Ashmore Crescent, a small cul-de-sac with a number of residential properties. The school were supported by a lead steward for the first three weeks of the project. After this point it was managed by school staff, mainly the two facilities managers for the schools, and occasionally supported by Sustrans Officers. The timing of the road closures helped to deter parents from arriving early to get a parking space. As the closure became established, BCP Council agreed that the time period when the closure was stewarded could be reduced to cover peak arrival drop off and pick up times. The barrier continued to be placed at the start of the closure time, but only across the inbound carriage way. This allowed people to still leave the closure without the steward being present. This seemed to work well, with drivers still complying with the road closure, enforced by the signage.

Pupils at the school were involved in the monitoring and evaluation stage of the project. The Eco club were trained, by the School Streets officer, to complete feedback surveys with their own classes, their findings have been included in this report.

Parents, children and staff are very supportive of the School Street. All of the parents we spoke to wanted the School Street to be made permanent and 76% of the pupils surveyed wanted to keep their School Street.



Hamworthy Park Junior's School Street

“ It's a lot more of a pleasant experience, it feels a lot safer and it's nice to know that residents can get in and out if they need to

Parent, Hamworthy

”

# Conclusions

## Increased Active Travel to School

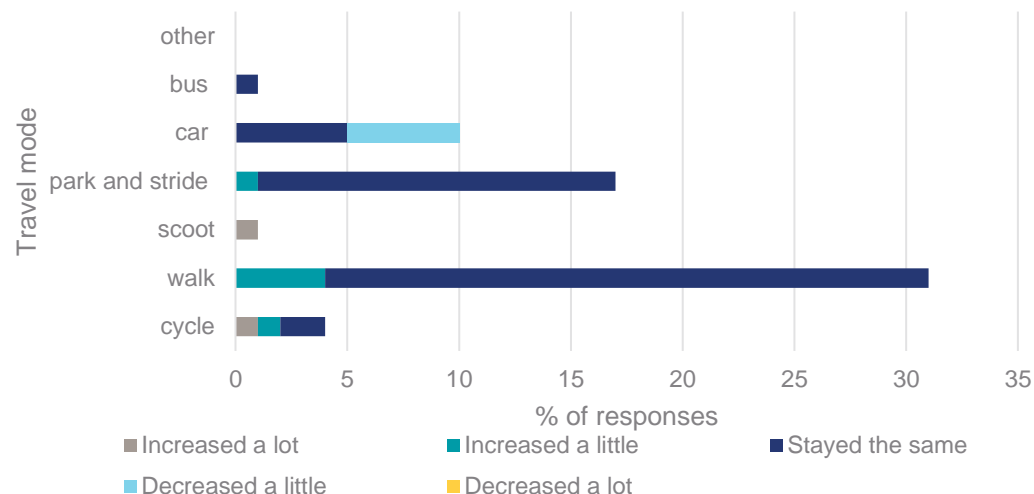
Our findings demonstrate an increase in children travelling to school actively and a decrease in the number being driven.

### Parents and carers

Different reasons were given by the 20% parents, and others, who reported that they had changed the way they travelled to school. Besides from physically preventing most parents from parking close to the school gate, the answers suggest that parents' perceptions of feeling safer have made them more likely to travel actively to school, one respondent said that they *"feel a lot more comfortable now"* and they now *"come into school on scooters with the girls."* One parent from St Clement's said they were now able to *"ride to school on this piece of road because it's an open space."* Several parents noticed an increase in the number of pupils walking, scooting or cycling, *"it makes the children walk further than they did,"* said one grandparent from Hamworthy, *"when it (the road) was open, there wasn't as many people with scooters"*, another parent from Livingstone commented.

However, for most parents, and other respondents, the way they travelled to school had stayed the same (80%), though 57% of those were already walking and cycling. The barriers to active travel were not extensively explored in this survey but some of the reasons given included: Living further away, having a younger child who goes to nurse elsewhere, they like to sleep in the car, or work schedules.

All modes of active travel were stated to have increased (a



little, or a lot) with car journeys decreasing a little, though overall percentages were low.

### Pupils

The Hands Up Survey data provides the best evidence for behaviour change and the impact of the School Street on modes of travel to school, increasing from 61% to 68%, a 7 percentage point increase. As each school was also involved in the 'Bike It Plus' project, which encourages active travel to school through various activities and initiatives, it is not possible to determine the individual influence of the School Street.

# Conclusions

## Increased Active Travel to School

### Less children being driven

There was a reduction in the number of pupils being driven for their entire journey to school. We saw an increase in children parking and striding to school, which means driving most of the journey but parking away from the school and walking at least the last five minutes or more. This increased from 17% to 23%. The number of people being driven by car halved overall from 21% to 10%, and decreased at every school. The biggest decrease was seen at St Michael's, where there was a 71% decrease (from 21% to 6%) in people using the car for their entire journey to school.

### More children travelling actively

Overall active travel to school saw a relative increase of **11.5% (walking, cycling or scooting/skating)** from 61% to 68%. Cycling saw the biggest relative percentage increase by 75% (from 4% to 7%) with walking increasing by a factor of 7%, scooting increased by a factor of 20% from original levels.



### Active Travel in each School

- Active Travel increase by **1 percentage point at Hamworthy** but this did include a 60% relative increase in cycling (5% to 8%), though only a small proportion overall.
- Active Travel increased by **6 percentage points at Livingstone**. Scooting increased by 44% in relative terms (9% to 13%).
- Active travel increased by **2 percentage points at St Michael's**. Levels of parking and striding increased by 78% (14% to 25%).
- Active travel increased by **13 percentage points at St Clement's**, the biggest increase overall, with scooting increasing by 41%.





# Conclusions

## Increased Active Travel to School

### Conclusion

Increasing active travel could play an important role in reducing congestion, improving air quality as well as tackling fuel poverty. It would also help by supporting a healthier weight for school children, thereby tackling obesity and inactivity among primary school children. Our evidence demonstrates that the School Street has helped to increase active travel, with the HUS data demonstrating an increase in all forms of active travel to school and a decrease in car usage, though bearing in mind the limitations of this data. It has particularly increased the levels of cycling and scooting, which could suggest the School Streets have made it easier, or perceivably safer to travel by these modes.

There are many barriers to active travel that families face. Whilst a School Street may address some of these, it cannot address all the barriers to travelling actively to school, as the street outside the school forms only one part of most household's journey to school. However, improving the environment and increasing perceptions of safety by implementing a School Street clearly encourages, and gives people the confidence to, travel actively to school.



“ Better because I can scoot and cars won't be near me. ”

Year 2 Pupil, St Michael's



Scooters and Bikes at Hamworthy

# Case Study

## An Inclusive and Welcoming Space

**Kelly is a parent at St Michael's C of E School, who volunteers as a steward for the School Street.**

Before the introduction of the School Street at St Michael's school, Kelly found the school run stressful. She describes the uncomfortable atmosphere that could make the start of the day more difficult for her and her child.

*'Really busy and stressful, too many cars trying to get into one small space, also the path along the school is really tight, so really difficult to navigate...It was mayhem really, just uncomfortable, not a nice place to be and stressful before you have even got into school, especially as a parent with a child who is on the autistic spectrum, you need your day to go as smoothly as you can before you get in there.'*

**Since the introduction of the School Street she has seen a big improvement in the atmosphere from somewhere that was 'not a nice place to be' to a space to one where children can play and parents can chat.**

*"Lovely, it is great that it is just a big open space that the kids can run out on...maybe it's better for relations between parents too because we can talk or have a chat and we can stop and the kids can run around. Before, you were literally trying to get in and out because it was not a nice place to be. It's better for the space, better for the kids, hopefully better for parents."*



**“ Better for the space, better for the kids, hopefully better for parents. ”**



School Street at St Michael's



# Conclusions

## Improved Air Quality

### Air Quality Findings

The results at all the School Streets schools, except Livingstone Road, are similar to the control schools and therefore make it more challenging to draw conclusions. However findings include:

- Apart from Hamworthy and Epiphany all schools (School Streets and control schools) have seen a reduction in nitrogen dioxide levels.
- The greatest improvement in air quality occurred at a School Street school - **Livingstone Road**, where there was a 27% decrease in nitrogen dioxide levels seen when comparing before and after the launch levels.
- Nitrogen dioxide levels naturally reduce between the winter and summer (as detailed in the results section) and various other factors influence air quality. In order to remove these other influencing factors, we can 'crudely' use the overall average change of the control schools, to demonstrating the impact of the School Street.
- Overall on average the control schools saw a 10% reduction in NO2 levels between the two monitoring periods. If we remove this 10% from the averages of each School Streets percentage change, Livingstone Road continues to see a reduction of 17% and St Clement's by 1% in NO2 (see table), the other two School Streets, no longer show a reduction. Caution however should be used with using this data due to limitations of diffusion tubes and calculation.

The recommended annual WHO guidelines (10ug/m3) and the national annual air quality objectives (40ug/m3) for NO2 are annual averages. Our air quality readings are for six weeks in total, they are therefore not directly comparable to these guidelines. It does however help put the level of air quality at the monitored schools into context. It should be noted that all School Street (and control) schools are well under the national objective level and two out of four School Streets schools showed a nitrogen dioxide levels below the WHO level. If monitored over a year it would be expected that all levels would be under the WHO recommended guideline.

### Removing other influencing factors from the percentage changes of average NO2 levels

School	Change in average NO2 before other influencing factors removed	Change in average NO2 levels once the average control school change is removed*
Hamworthy	+12%	+22
St Michael's	-7%	+3
Livingstone Road	-27%	-17
St Clement's	-11%	-1

\*10% average reduction seen in control schools is removed from the average change in NO2, to crudely remove other influencing factors

# Conclusions

## Improved Air Quality

### The importance of improving air quality

Poor air quality is the largest environmental risk to public health in the UK. Poor air quality has more severe effects on vulnerable groups, including children. Air pollution also causes damage to the natural environment as NO<sub>2</sub> contributes to local ozone production which damages agricultural crops, forests and plants. Nitrogen oxides form quickly from sources emitting fuel combustion products, for example in power generation, industrial processes, domestic heating, and vehicles. The largest source of nitrogen oxide pollutants is vehicles. School Streets can help tackle poor air quality, associated with the pollution caused by vehicles.

### Conclusions

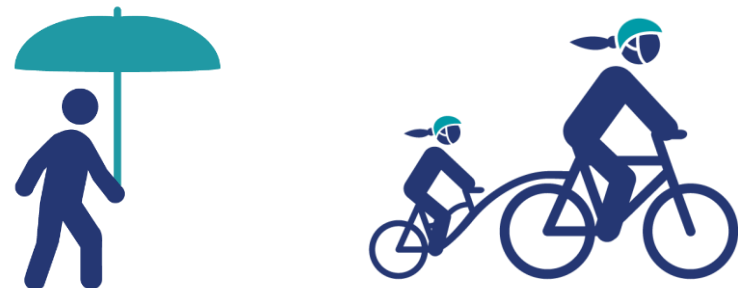
The results demonstrate that, on average, air pollution levels were reduced at the school sites from before the School Streets, yet when other influencing factors are attempted to be removed Livingstone Road is the only school that clearly suggests the School Street has improved air quality in the School Street closure zone, and possible also St Clement's to a limited degree. These results should be used with caution.

From this we can conclude that the Schools Street has had a direct effect of reducing nitrogen dioxide levels and improving air quality to some extent.

It should be noted that the monitoring only looked at one element of air quality, for example levels of particulate matter (PM) has not been monitored.

The improvement in air quality from the data appear to be limited, however this could be partly attributable to the monitoring tools used (diffusion tubes) which are termed as an 'indicative' monitoring technique. Diffusion tubes can not identify fluctuations in NO<sub>2</sub> across a day, meaning they are not the best monitoring tool to measure the impact of a short, timed road closure. The School Street only influences vehicle movement for two hours of a 24 hour period. therefore other activity outside the closures potentially diluting any improvements caused by the road closures.

Future monitoring of air quality for school streets should use a devise that can track changes to air quality across a day and also monitor levels over a longer period of time.



# Conclusions

## Improved Air Quality

Regardless of the results, School Streets undoubtedly remove the vast majority of cars from the street during drop off and pick up times. For example, a traffic count undertaken by a resident showed that St Michael's had 80 cars on the road at drop off times on a typical day prior to the School Street being introduced, this reduced to on average of 10 cars per day at drop off (as recorded by the lead steward).

The adult survey and the pupil Hands Up Survey also suggests that levels of car use for the school run has also reduced. This will have had a positive impact on air quality through the reduction in emissions through the removal of these vehicles. Vehicles being the main source of NO<sub>2</sub> pollution. We can not determine how much of this modal shift is due to the Schools Streets as they are also Bike It Plus schools.

There is no clear evidence of a safe level of exposure below which there is no risk of adverse health effects. Therefore any reduction of NO<sub>2</sub> concentration, however small is likely to bring additional health benefits



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“ The fumes along the main road are quite strong, you can turn the corner and it feels much fresher. ”

Parent, St Clement's

# Conclusions

## Other Benefits

### Providing a More Accessible Space

The School Streets helped to create a more accessible space for those with limited mobility, and for parents with younger children using pushchairs.

The School Streets also helped to create a quieter and more relaxed atmosphere that was more accessible for pupils with additional needs:

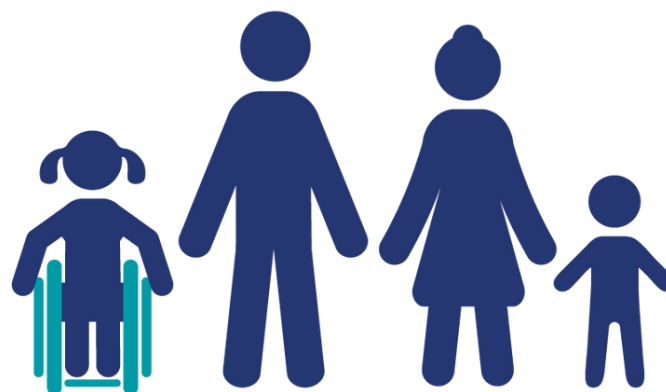
- We spoke individually to people on the school run, some with limited mobility, as part of the adult perception survey. A grandparent who was a blue badge holder described it as *“an actual gem”* as she was *“able to park easier and able to get to my granddaughter without having to walk half a mile”*.
- Creating more space for people by tackling congestion, improved the school run for people with younger children using pushchairs. A parent from St Clement's described how they and *“so many other mums”* have pushchairs and how their own double pushchair *“was impossible to manoeuvre around”* before. They stated that there was *“no problem”* now the road is closed. Similarly a parent from Hamworthy said *“I have a pushchair and I find it a lot easier to get on the pavements”*.
- Two parents described how the calmer atmosphere made the school run easier for their children who were both on the autistic spectrum.

“

**It is a lot calmer for my son, who is autistic. It's a lot calmer for him arriving to school, so he can start the day a lot better.**

”

Parent, St Clement's



# Conclusions

## Other Benefits

65

### A stronger sense of community

School Streets provide the opportunity to connect with other members of the local community and work together towards a common goal, to make the area safer and more welcoming. This helps everyone involved to feel a stronger sense of community.

- 5% of adults interviewed as part of the perception survey stated that there was more socialising since the introduction of the School Street, and a further 5% identified this as one of the main benefits of having a School Street. A parent at Livingstone described the atmosphere as more “family friendly” with *“parents standing around chatting rather than being all go, go, go”*.
- At St Michael’s residents of Somerville Road volunteered as stewards to support the scheme. One resident described how the *“completely different”* and *“more civilised atmosphere”* had helped create much more of a *“community feel”*.
- Volunteers at St Clement’s also felt that the School Street has helped improve relations within the school community. One volunteer described how they had formed *“quite close friendships”* with fellow volunteers.

“ I can say hello to people. ”  
Year 2 pupil, St Michael’s

### Improved physical and mental health for children

In a recent report, the WHO states that: *where active travel to and from school is safe, it provide the best opportunity to increase habitual daily physical activity* (1). Initiatives such as School Streets' help to make part of the journey safer and encourage active travel to school.

Data from the Hands Up Survey showed that active travel increased by 11.5%, including a 75% increase in the number of children cycling. The number of families/households parking and striding also increased by 30%, indicating that more children are incorporating increasing physical activity within their day.

The increase in physical activity is likely to have has a positive impact on those children’s wellbeing. This is supported by the fact that 15 out of the 41 classes who give one word to describe how they felt about their School Street, said they felt “happy” or “happier”. It is particularly important to prioritise the physical and mental health at this time, as both have been negatively impacted by the pandemic. Implementing School Streets is an effective way of boosting physical activity and mental health.

(1) World Health Organisation, Science and Technology in childhood obesity policy and lets be active, ‘Promoting physical activity through schools: policy brief’ (2022)



# Case Study

## A Residents' Perspective

### The situation before the School Street

Brian describes the parking situation as “*decidedly unsafe*” before the School Street. He describes how “*parents would arrive 45 minutes before the school closure times to take up parking on the double yellow lines...parking on both sides of the road*”. He explains that the dangerous situation was exacerbated by the schools expansion and removal of a nearby car park. As a resident this impacted him, he would “*not attempt to access or leave my (his) property during drop off and pick up times*”, however, his main concern was safety.

### How the situation has improved

“*Previously the situation was unduly unsafe. The situation is now safe...the School Street has created a safe environment around the school. This safe environment allows children to cycle and scoot to school, which was not possible previously. Parents with push chairs and young children can now safely access the school, disabled, wheelchair users etc can now safely traverse Somerville Road which they could not do previously. Residents can now access their properties without facing aggression and parents with blue badges can now park.*”

### Brian's experience as a volunteer

He describes his experience as a volunteer as *positive*:

“*I get to meet parents, residents and neighbours from adjacent roads and streets. I have received very positive feedback.*”



“ Children’s safety must be taken seriously. The need for a safe environment around schools to promote sustainable travel must be the priority. ”

# Learnings and Recommendations

## Issues and Challenges

### Low number of volunteer stewards

Only two out of the four schools were able to successfully recruit volunteer stewards to help run the project by stewarding the barrier. School Streets work best when school staff are also actively involved, but having a team of reliable volunteer stewards can help the School Street run smoothly and take the pressure off of the school, as they are resource and time intensive projects.

### Some dangerous and illegal parking just outside the closure

A small minority of parents continue to stop in dangerous places, sometimes parking illegally in areas just outside the road closure in order to drop children off just outside the closure. This is unsafe, and problematic as stewards have no authority to intervene in any situation that occurs outside of the closure. The problem was helped by the attendance of parking enforcement who helped tackle the dangerous behaviour of this small minority, however it could sometimes be a problem on the days they were not able to provide support.

“Some people still drop off, and park irresponsibly on the surrounding roads.

Parent, St Michael's

”

### Traffic displacement

There is limited understanding of the displacement of traffic to streets adjacent to a School Street as this was not formally measured pre and post. This was not raised as a major concern in the perception surveys, but it was mentioned by a few respondents. Whilst we did not monitor surrounding streets in this pilot project, recent research from Sustrans shows that School Streets lead to an overall drop in traffic volume and despite traffic being displaced to some degree to surrounding streets, this does not create road safety risks that cannot be adequately mitigated(1). For future School Streets it would be recommended to introduce monitoring which could assess any change in speeds and volumes of traffic and other driver behaviour in surrounding streets.

### Concerns that children may be less cautious on other roads

Some adults surveyed, and children, were concerned that children may get used to having a School Street, and therefore be less cautious on other roads. This highlights the importance of addressing the significant issue of road safety particularly with younger pupils as part of a package of work around School Streets to ensure safety is improved across the board.

(1) <https://www.sustrans.org.uk/our-blog/research/all-themes/all/monitoring-the-impact-of-school-streets-safety-and-traffic-displacement/>



# Learnings and Recommendations

## Lessons Learnt

key Issue	Learnings/Solutions
<b>Long School Street closure times</b>	The School Streets closures lasted from 8.00am until 9.00am and 2.15pm until 3.30pm. Whilst the long closure helped prevent 'early bird' parking, if school staff are supporting the closure, it made it harder as it was quite resource intensive. It was arguably not worthwhile to staff the closure for the entire time, for example at most schools the period between 2.15-2.40pm was very quiet. If future schemes are put in place the closure times could be reduced slightly.
<b>Lack of baseline data</b>	Some data was collected before the implementation of the School Street including Hands Up Survey data and air quality monitoring. It would be helpful to have more data about the situation at the school before the project to help measure the impact of the project. It would be useful to have traffic count data collected and perception surveys conducted before the School Streets is introduced.
<b>Commitment from parking enforcement</b>	Parking enforcement were needed, and proved extremely useful, in the early stages of the project. Due to various reasons the enforcement term were under resources at the time of the trials. It would be beneficial to have commitment form parking enforcement to continue to support the school regularly throughout the trial period.
<b>Recruitment of volunteers and lead stewards challenging</b>	The model used for the BCP pilot projects required a number of stewards, including volunteers and two paid stewards for six weeks. Social media posts, statements in newsletters, the school website and information sessions were all used as means to recruit volunteers, but the uptake was fairly low and ultimately only two out of the four schools were able to run the project using volunteers alone. A longer period of lead in time would allow more time to engage with parents and hopefully lead to more volunteers from the school community.
<b>School's capacity to support School Streets</b>	At all the schools the staff have been actively involved in their School Street and the projects could not have run without them. Various factors impacted the school's capacity to support the closures. One factor was the different waves of covid infections that led to staff shortages across all schools, which limited the amount of time school staff were able to dedicate to the projects in the earlier stages. Schools are under a great deal of pressure throughout the year, the School Streets programme should be designed with this in mind.

# Case Study

## Committed Volunteers

School Streets rely on volunteers from the school community. Mike is one of the parent volunteer stewards at St Clement's, he is very committed to School Streets and generously volunteered his time most days.

### Why did you decide to volunteer?

"It is a way of thanking the school for all they do with my two children and it is to make the other children safer. It is something I believe in, seeing the amount of cars that used to be down the road and the fact that people would reverse and not really look and you saw countless parents pulling their children out the road."

### Do you feel you have personally benefitted from volunteering?

"I have actually, with the new volunteers I have made some quite close friendships so that has been quite nice."

### How do you think the school has benefitted from the School Street?

"Definitely a calmer atmosphere with the children going into school, people seem a lot more friendly. It is nice to see the children again at the end of the day it's nice and calm, they can leave and there's no frustration or parents getting angry because of the cars."

"I am now on the PTA, also myself and another volunteer are organising a competition for the children to design some 'slow down' signs."



Mike stewarding the School Street at St Clement's

“ It is something I believe in. ”



# Learnings and Recommendations

## Our Recommendations

### 1. Make all four School Street permanent

We recommend that all four schools participating in the trial should have their School Street made permanent. This is based on the success of the projects across all schools and the school's own confirmation that they would like to continue with their School Street. We believe this decision is supported by the school community and 92% of the parents, and others, and 70% of pupils surveyed said they would like their School Street project to continue past the trial period.

“It's safer for the children, less pollution, obviously the residents are really happy. I honestly think it should stay.”

Parent, St Clement's



### 2. Introduce more permanent features

In conjunction with the recommendation 1, we would also recommend that more permanent features should be introduced if the School Streets are made permanent. These permanent features would replace those used for the trial, including concertina barriers, which were only intended to be a temporary measure. Permanent features could include Street Design elements, planters and paintings, ANPR cameras (when these become an available option) and fixed barriers, for example.

### 3. Use alternative, or additional, means to measure air quality

It is difficult to accurately measure air quality at a local scale without long term sensors. Using a network of monitoring units positioned over a long period of time, rather than just diffusion tubes positioned for a short amount of time would give a more accurate results and therefore a better indication of changes to air quality. BCP council have now purchased a more accurate Aeroqual mobile device and Acoem AQ Mesh Unit static unit which will be better suited to more accurately measuring air quality for the project.

# Learnings and Recommendations

## Our Recommendations

### 4. Implement a self-nominating model for future School Streets

School Streets undoubtedly operate better when the school is fully on-board with the process, the closures run more smoothly and have more volunteers. Asking schools to self-nominate, and demonstrate some commitment to active travel prior to becoming a School Street may help alleviate some of the problems associated with lack of engagement. However, it is important that schools with more limited resources, who may have less capacity to self-nominate or demonstrate commitment to active travel, are still given the opportunity to become a School Street as these are often the schools who would benefit the most.



The School Streets officer and Bike It officer stewarding St Clement's School Street.

“ I think every school should have a street like this right across BCP. ”

Mr Evans, Headteacher at St Michael's

### 5. Implement more School Streets across the local authority area.

A recent report commissioned by Mums for Lungs and environmental charity Possible concluded that a School Street is 'likely to be feasible' for around half of schools (44-50%) and 'may be feasible' for up to two-thirds (64-68%) (1)

We recommend that School Streets should be implemented at more schools across the local authority area. In the future, more ambitious projects could be considered, including closures on streets that would require two closure points, in order to maximise the impact of School Streets on the local authority area.

(1) *School Streets: Reducing children's exposure to toxic air and road danger* — Possible ([wearepossible.org](http://wearepossible.org))



# About Sustrans

## Our vision

A society where the way we travel creates healthier places and happier lives for everyone

## Our mission

We make it easier for people to walk and cycle



A UK-wide network of traffic-free paths for everyone, connecting cities, towns and countryside, loved by the communities they serve

Places that connect us to each other and what we need, where everyone can thrive without needing a car

For more information, please contact [south@Sustrans.org.uk](mailto:south@Sustrans.org.uk)



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# BCP Bike It Plus & School Streets

Annual report - September 2022 to August 2023



Longfleet Primary learn to ride

# Executive Summary

Sustrans were commissioned by Bournemouth, Christchurch and Poole (BCP) Council to deliver a Bike It Plus and School Street project. The report covers the 2022/23 academic year, from September 2022 to end August 2023.

The project aimed to increase levels of walking, cycling, wheeling and scooting to school, and thereby reduce car journeys. It also aimed to increase awareness of the benefits of active travel and to foster a culture of active travel within the school. The School Streets project aimed to increase levels of active travel for all or part of the school journey, as well as improving air quality and feeling of safety and to create more accessible and pleasant environment for the wider school community.

The project engaged with 23 schools to identify opportunities, barriers and challenges to active travel. The Officers then worked to address these by devising and delivering a bespoke planned programme of activities for each school, designed to bring about long-term behaviour change. Two new School Streets were also launched, and four existing school streets were continued to be supported.

## Key findings include:



Active travel **increased by 4.0 percentage points**, from 55% to 59%.

Pupils usually travelling to school by car reduced by **7.4 percentage points**, from 21.8% to 14.4%.



**The majority of schools staff** surveyed agreed that the project **has raised awareness** of environmental and health benefits of active travel and increased enthusiasm.

**Fifteen** schools recorded a total of **50 activities** they lead themselves, with 2,849 attendances.

**Two new School Streets** were launched.



**35% of pupils** at Pokesdown Community Primary reported they **actively travelled more often** now that the road outside their school is closed.

**82.6%** of pupils at Pokesdown stated they would **like their School Street to continue** and **82.6%** stated they would like their **School Street to continue**.



**217 events delivered\***



**26,292 attendances\***

\*Officer and school led

# Contents

Background .....4

The Project .....8

Results .....10

Conclusions.....30

Appendix 1 .....32

Appendix 2 .....33

Appendix 3 .....34

# Background

## The Bike It Plus and School Street Projects

**The Sustrans Bike It Plus and School Streets project works with schools to get more young people walking, wheeling, cycling and scooting more regularly.**

Bournemouth, Christchurch and Poole (BCP) Council commissioned Sustrans to deliver a Bike It Plus project in March 2021. Initially for six months, the project was extended for a further year to end August 2022 and then again until December 2023. The project aimed to increase levels of active travel, raise awareness and create a culture of active travel in the school. See project aims. This included the continuation of four existing Schools Streets and launch of two new School Streets.

Over the academic year there have been a number of staff changes on the project. Hugh joined the team in November 2022 to replace Issy (School Streets Officer) who left at the start of September. Hugh took on a joint role of Bike It and School Streets Officer. As part of this change Amanda also took on half of the School Street role alongside her Bike It role. During the summer Amy also left her Bike It role and was replaced by Kate, who was previously working on the Clean Air Schools Project, which had come to an end. Amanda then left her position at Sustrans and was replaced by Denise who joined in May 23.

### Bike It Plus

By the end of the academic year 2022/23 the project worked with 23 schools at vary levels of engagement, this included five new schools, see Appendix 1.

### Bike It Plus Project Aims

1. To increase levels of pupils and their families actively traveling to and from school. As a result, reducing the number that travel by car.
2. To raise awareness of the benefits of active travel.
3. To create a culture of active travel within project schools that can be sustained once the project Officer has departed.

The Officers supported 'champions' within schools to take the lead on active travel within the school community and where possible were signposted to local authority resources and services, such as Bikeability training and school travel plans. A mix of activities were delivered at each school (detailed through the report) to raise awareness, enable active travel and motivate, enthuse and reward positive behaviour change. Schools were also encouraged to take part in Sustrans' national competitions, the Big Walk & Wheel and Cycle to School Week, as well as themed days and weeks such as Road Safety Week and Clean Air Day.



# Background

## The Bike It Plus and School Street Projects

### School Streets

The BCP School Streets pilot project was launched during Spring 2022. As part of this first phase of the project four School Streets were launched in Bournemouth and Poole. The aim of the School Street was to reduce road danger and increase the feeling of safety around the school gates, encourage more people to travel actively for at least part of the school run, and as a result reduce congestion and improve the air quality around schools.

In the second phase of the project, two new School Streets were identified and launched. Oakdale Juniors, previously a Bike It Plus school, and Pokesdown Community Primary School, a newly engaged school (see Case Study 1 and 2).

The School Streets Officers engaged with the schools to ensure they were onboard and supportive of the project and liaised with BCP Council to put in place the required processes and procedures to run the street closures safely. The Officers engaged with the school communities, residents and businesses and supported the schools with the recruitment and training of volunteer stewards. The Officers worked with each school to help educate and enthuse the children and their families about active travel, to help to adjust to the School Street.

The Officers continued to work with the existing four School Streets, providing ongoing support alongside Bike It Plus activity. They also helped the Sustrans Design and Engineering Team to deliver a Schools Streets codesign project, to support the School Streets to become permanent, reported separately.

### Project Aims for School Streets

4. Encourage more people to walk, cycle and scoot for at least part of the school run
5. Improve air quality on the street outside the school
6. Reduce road danger around the school sites and increase perceptions of 'feeling' safe
7. Improve the health and wellbeing of young people.
8. Provide a safer and more accessible space





# Case Study 1

## Pokesdown Community Primary School Street

### The Challenge

Pokesdown Community Primary School Street launched in February of 2023. Livingstone Road is a residential one way through road with some businesses. Due to this it was important to engage the community as much as possible.

### What we did

We worked with the school in a variety of ways to ensure the launch of the School Street went as smoothly as possible:

- Provided a paid lead steward to staff the closure for six weeks. The school continued to then fund this role for a further six weeks.
- Offered engagement sessions to the school community and residents. Both in person at the school and online evening sessions.
- Letter dropped to local residents and businesses to keep them informed of developments prior to the launch and inviting feedback after the launch.
- Worked with BCP Council, the School, and stewards to respond quickly to concerns as the trial continued.
- Supported the school to recruit volunteers (both parents and residents) and train them to be stewards.
- Ran a school poster competition for the pupils to help promote the School Street.

“It's undoubtedly safer, people are no longer crammed onto the pavement. It's created a nicer and more social atmosphere. I like volunteering at the barrier, it creates a welcoming presence to the road. It's surely having an impact on air quality too with so many less cars here!”

Parent and volunteer steward



## Case Study 2

### Oakdale Juniors School Street

#### The Challenge

School Lane is directly off of a roundabout and leads into the school entrance. The School Street is a cul-de-sac with a small number of houses. During school pick up and drop off times the road would see vehicles parked on both sides of the road, leaving little room for vehicles to travel along it. This particularly caused issues as a number of families had permission to drive their children into the school for various mobility and safety reasons. Dangerous vehicle manoeuvres caused regular road safety concerns for the school and parents which needed to be addressed. Oakdale's School Street was launched in March 2023.

#### What took place

To support the school to run the School Street, BCP Council funded a school crossing patrol officer to steward the closure in the mornings, with the caretaker or a volunteer stewarding the afternoon sessions. Sustrans helped the school to advertise for volunteers and trained the stewards to safely run the closure.

Soon after the launch it became clear that the location of the school bus stop, needed to be relocated as it blocked the visibility of the School Street and caused safety concern on the roundabout. The bus stop was relocated onto Sterte Road, with school staff walking the children to the school entrance.

There have been ongoing safety concerns at the School Lane entrance due to dangerous parking and stopping on the roundabout, enforcement and communications to the school community have been used to support the school to prevent this, which has helped to improve the situation.

The school have had changes to their senior leadership team and reduced staff capacity to support the scheme. This has led to limited communications with the school and their community. The school have agreed to run a second trial with a signage only closure to explore if an alternative model can work effectively.





# The Project

## Monitoring Bike It Plus

### Hands Up Surveys (HUS)

HUS ask pupils how they usually travel to school and about access to a cycle. These help to identify changes in pupils' travel behaviour. They also ask how they would like to travel to school, which can show the potential for change and any increase in understanding and enthusiasm for active travel as a result of the project.

We request that all schools we work with provide a pre HUS when they first start, before any delivery is undertaken. An annual post survey is then taken at the end of the school year. This report presents data from schools that undertook a post survey in summer 2023 to compare against their pre HUS.

At the end of the summer term 2023, 15 schools undertook a post hands up survey which was comparable with a pre survey. This may have been their first or second survey depending on when they engaged on the project. See **Appendix 2** for information on which schools completed these surveys.

### School Surveys

The online survey asked teachers (and other school staff associated with the project), what they thought the influence of the project was on pupils' awareness and active travel behaviour. It also asked about any changes to their awareness and enthusiasm for active travel as a result of the project.

The teacher survey was completed by 21 members of staff from 15 schools. Not all of them answered all the questions.

Aims	Indicator	Monitoring tool
Increase the number of pupils actively traveling to school.	Decrease in cars on the school run. Increase in pupils travelling actively to school.	Hands Up Survey. Teachers survey.
Increase awareness of the benefits of active travel.	Pupils and their families are more informed and motivated to change their travel behaviour.	Activity log. Teachers survey.
Embed an active travel culture.	Schools continue to deliver active travel activity without the presence of an Officer.	Hands Up Survey. Activity log – number of school led activity. Teachers survey.

### Activity Logs

Officers log each activity they, or the school (where known), deliver. It helps to show the types of activities delivered by school and the number of attendances to those activities.

Please note, due to rounding, percentage change calculations may not always correspond exactly with percentage values displayed in charts and tables throughout this report. Further detail about the way Sustrans monitor and report on schools work can be made available through your Sustrans contact.

# The Project

## Monitoring School Streets

### Hands Up Survey

Baseline travel behaviour and data post launch is collected as part of the Bike It Plus project. We used the results from the question on usual travel behaviour for the School Streets schools to see how the project may have influenced the way children travelled to school. It is however not possible to determine to what extent a change in travel behaviour is solely due to the School Streets. As Oakdale had already been a Bike It Plus school the year before, to try and determine the impact of the School Streets a second baseline survey was undertaken in March 2023 to look at separately in relation to the School Street.

### ∞ Diffusion Tubes

Diffusion tubes are an affordable way to measure concentrations of a Nitrogen Dioxide (NO<sub>2</sub>) to give an indication of air quality. We positioned three tubes on the roadside for three weeks before and during the project, once it had time to 'bed in', at each School Street school and also at two control schools.

### Pupil Perception Survey

The Officers undertook pupil perception surveys at Pokesdown Community Survey involving 242 pupils. The survey included four questions covering safety and travel behaviour and if they wanted the School Street to continue. We were not able to undertake the survey at Oakdale Juniors in the time period for this period.

As part of the trial BCP Council ran a six month consultation survey for parents, staff, residents and local business for both School Streets. The questions asked through this will also help to determine if the aims of the School Streets has been met. This is reported separately by the Council.

Objectives	Outcomes	Monitoring
Increase perceptions of 'feeling' safe.	Reduced congestion.  People using the road feel safer.	pupil perception surveys, collection of anecdotal feedback.
Improve air quality on the street outside the school.	Decrease in pollution levels.	Air quality monitoring using diffusion tubes.
Encourage more people to walk, cycle and scoot for at least part of the school run	Increased active travel.  Fewer motorised vehicle trips.	Hands Up Survey data.  Pupil perception surveys.
Improve the health and wellbeing of young people.	Increased physical activity.  Increased access to sociable public space.	Hands Up Survey data.
Provide a safer and more accessible space for wheelchair users or those with limited mobility	More inclusive and welcoming places.  Reduced inequality of access and mobility.	Case studies and anecdotal feedback.  BCP Council Consultation

# Results Bike It Plus

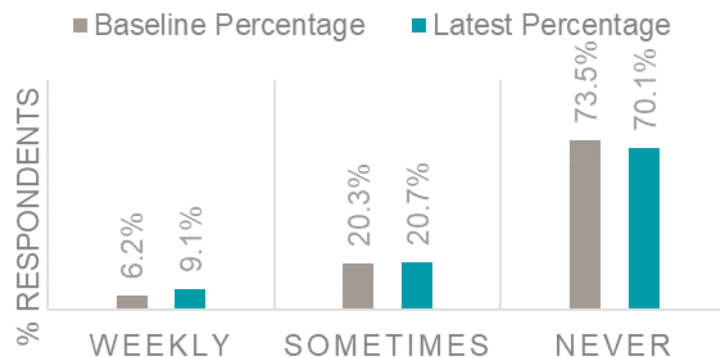
## Aim 1 - Increase levels of pupils and their families actively traveling

### Hands Up Survey

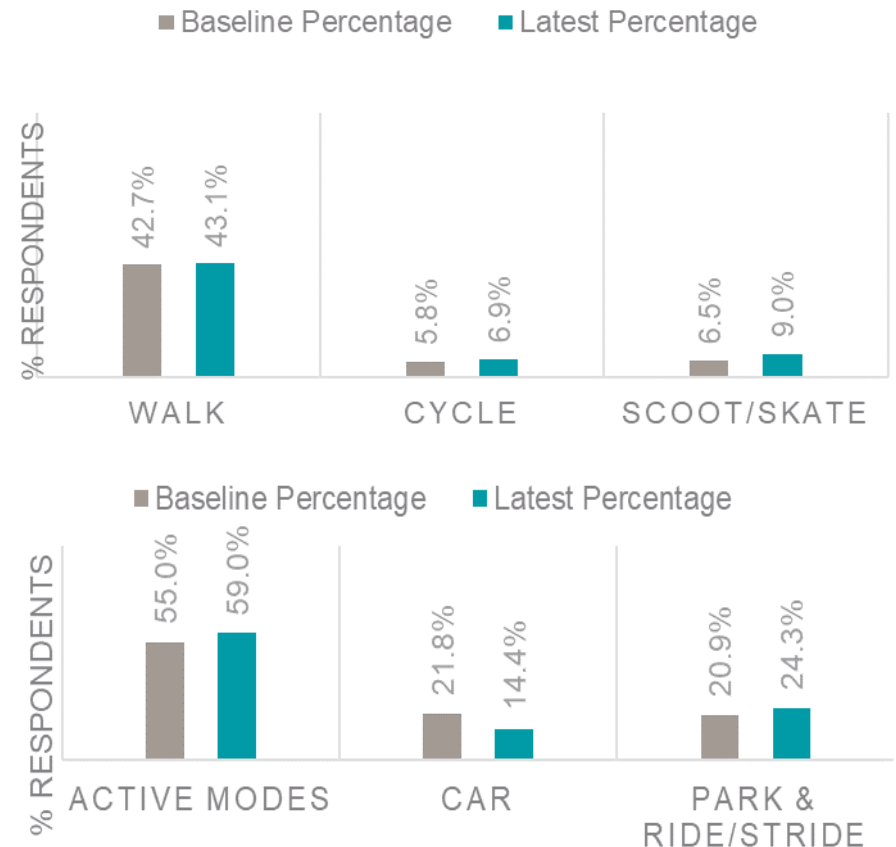
Overall, from the schools who provided a pre and a post HUS during summer 23, we can see that active travel has increased by 4.0 percentage points, from 55.0% to 59.0%. The previous year (post undertaken in summer 22) an increase in 2.3 percentage points was seen, showing a positive improvement. A slight increase was seen in all active travel modes, particularly cycling. Park and stride (where families drive part way to the school and walk, wheel, scoot or cycle the remaining distance) is not included in the active travel figures. This also saw an increase of 3.2 percentage points, from 20.9% to 24.3%. These increases have resulted in a reduction in the percentage of pupils usually travelling to school by car, 7.4 percentage points, from 21.8% to 14.4%. Figure 1.

When looking at the change in the frequency pupils' cycle to school, figure 2, we can see positive results with a slight increase in those cycling at least once a week to school by 2.9 percentage points. There is also a decrease in those never cycling to school by 3.4 percentage points.

**Figure 2 – How often do you cycle to school**



**Figure 1 - How do you usually (or most often) travel to school**



**7.4 percentage point decrease in those usually travelling by car**



# Results Bike It Plus

## Aim 1 - Increase levels of pupils and their families actively traveling

**Table 1 - Individual school achievements**

School	Mode	Pre %	Post %	Percentage point change	
<b>Active Journeys</b> (increase in positive)					
Somerford Primary	Cycling	3%	17%	13	↑
Canford Heath Junior school	Active Travel	46%	58%	12	↑
Highcliffe St Mark Primary	Active Travel	36%	53%	17	↑
Oakdale Junior School	Active travel	27%	39%	11	↑
<b>Car Journeys</b> (decrease in positive outcome)					
Hamworthy Park Junior	Car	18%	1%	-17	↓
Heatherlands Primary School	Car	19%	6%	-13	↓
Oakdale Junior School	Car	48%	7%	-42	↓
Pokesdown Community	Car	18%	3%	-14	↓
St Michael's CofE Primary	Car	21%	6%	-15	↓

Looking at individual school changes in travel behaviour, some positive results can be seen. Table 1 shows a selection of schools which have seen a significant increase in general active travel or cycling, or a reduction in car journeys, when comparing their post 23 HUS with their pre HUS. The full list of school's results can be seen in Appendix 2. Of specific note:

- Somerford Primary saw the biggest percentage point increase in cycling, by an impressive 13 percentage points, from 3% to 17%.
- Highcliffe St Mark's, a new school to the project, had the biggest increase in active travel, by 16.8 percentage points from 35.8% to 52.6%. The school saw a doubling of cycling from 4.7% to 9.1% and an increase in scooting and skating to school from 0.2% to 9.7%, with walking also increasing by 2.8 percentage point from 30.9% to 33.75. Canford Heath Juniors and Oakdale also showed impressive increases from their baseline (+10 percentage points)
- Oakdale Juniors saw the biggest decrease in pupils being driven to school from their baseline, a 42 percentage point reduction. Their active travel also saw a big increase (11 percentage points) however, the main increase was due to a 30.3 percentage point increase in park and stride. Similarly, Pokesdown's has seen a large decrease in the percentage of pupils travelling by car, 14 percentage points, mainly due to park and stride. These reductions are both likely to have been influenced by the introduction of a School Street this academic year (see Results School Streets).
- It should be noted the large decrease in car use seen at Hamworthy Park, Heatherlands and St Micheal's are due to an increase in park and stride, with St Michael's and Hamworthy Park both being existing School Streets.

Overall, all but two schools increased their active travel levels, with only four schools seeing a reduction in cycling or an increase in those travelling by car.

# Results Bike It Plus

## Aim 1 - Increase levels of pupils and their families actively traveling

The results from the HUS show that overall, the number of children who have regular access to a cycle has stayed similar at around 81%. If we look on a specific school bases however, half the schools have seen a decrease in having access to a cycle. The most noticeable ones, with a 5 percentage point drop or more, are shown in Table 2. Of particular note is Heatherlands, with a 7.1 percentage point decrease from 82.1% to 75.0%, and Talbot, 9.7 percentage point decrease from 81.4% to 71.7%. The Bourne Academy, although they didn't complete a response at pre survey stage, the post survey shows just 61% of children have access to a cycle. This is a significant barrier to allowing children to cycle to school. Helping schools to buy their own school cycles, setting up bike loan schemes or signposting families to affordable cycles can help to ensure children are not excluded from cycling to school, Bikeability or cycling activities and clubs, if they wish too.

**Table 2 – Regular access to a cycle**

School	Pre	Post	% point change
Heatherlands Primary	82.1%	75.0%	-7.1%
St Michael's C of E Primary	77.0%	71.4%	-5.6%
Talbot Primary	81.4%	71.7%	-9.7%
The Bourne Academy	not provided	61.2%	n/a

### Activity Delivered

As detailed under Aim 3, several activities delivered during this year were designed to specifically increase active travel. For example, delivering 31 Dr Bike sessions helped to remove barriers to cycling to school by ensuring that 641 bikes were in good working order. Delivering 21 cycle and scooter skill days helped over 296 pupils' to increase their confidence to cycle and scoot to school. The Officers encouraged their schools to take part in active travel challenges, such as Leg It to Lapland, The Big Walk and Wheel and Bike to School Week, and set up their own specific active travel days, to give families opportunities to try out active travel options. They supported the schools to set up activities, such as a golden lock competition, to reward those actively travelling, and to motivate people to change their travel behaviour.

The Officers also worked with the schools to improve cycle and scooter storage, by supporting with funding applications, so that families have a safe place to store them during the day. The Officers also encouraged all their schools to sign up for Bikeability sessions to allow students the opportunity to learn how to ride safely on the roads.

**“ The Golden Lock was a great success and I noticed a lot more scooters and bikes in the shed. Teacher Somerford Primary ”**

## Case Study 3

### Getting More Pupil Cycling

There appears to be an increasing number of children who are not able to ride a bike or don't have access to a cycle.

An example of this was seen when a pupil attended an afterschool Bike Club, set up to prepare those who were less confident cyclists for Bikeability training. The pupil was unable to ride a bicycle and didn't have a cycle of their own, and no one to borrow one from. This Year 5 pupil walked the 1.7 miles to school each day and as a result was regularly late to school.

So that the pupil could carry on attending the club, extra colleagues supported Bike Club. This allowed the Officer to focus on teaching him to ride. He learnt after just three sessions. Bikes were borrowed from the Council's Bikeability scheme for the club. This ensured everyone could access the club if they wished.

Additional bike confidence sessions were set up at the school for him and a Year 4 child (who had attended a 'learn to ride' session and was keen to do more).

The route to school for the pupil meant that some on road cycling was needed. The pupil did not have all the skills and experience needed to do this safely e.g. he didn't feel confident to look behind him 'in case he wobbled off'. The Officer supported the parents, who were not English speakers, to book Bikeability sessions and arranged a lift with another parent to be able to attend the session, so that he could get the extra cycling support he needed.



The pupils now cycles to school every day and is on time most days!

**“ I don't want to go to break, I just want to keep riding my bike ”**  
Year 5 pupil



Bike confidence sessions

**“ Before learning to ride he was regularly 30 mins to an hour late. Now he's significantly more punctual and is therefore missing less learning time. ”**  
Class Teacher

# Results Bike It Plus

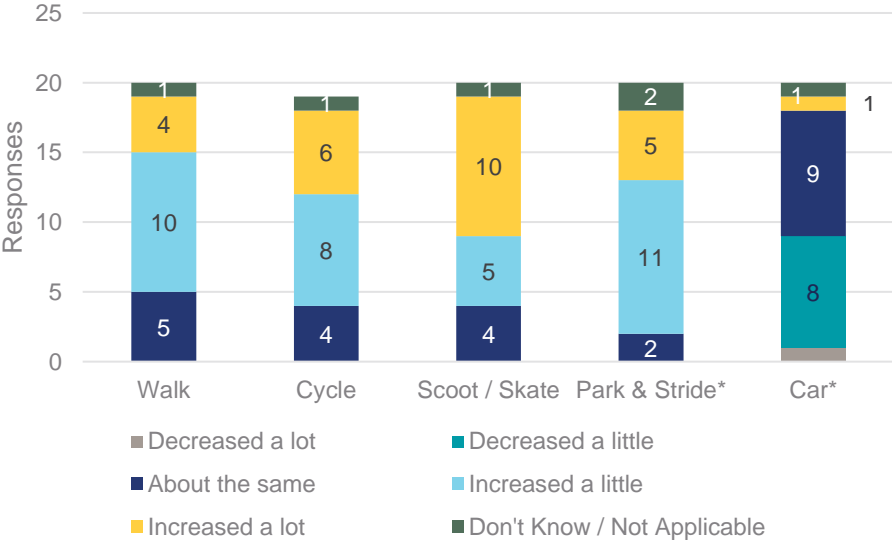
## Aim 1 - Increase levels of pupils and their families actively traveling

### School Survey

The School Survey also demonstrates that the project has had a positive impact on the way pupils travel to school with 14 out of 20 stating it has increased walking a little or a lot, 15 out of 19 for cycling and 15 out of 20 for scooting / skating. Also 16 out of 20 respondents felt it had increased park and stride a little or a lot, allowing more pupils to actively travel part of the way to school. Almost half, nine out of 20, felt it had decreased car journeys to school a little or a lot. See figure 3.

Respondents were also asked whether the project had changed the way they travelled to school. Of those that responded , seven out of 20 stated the project has helped or influenced them to change the way they travel. Of those who stated this, two walked more often, four cycled more often and one stated they park and stride more often. Although 15 out of 21 usually travel to school by car, six stated they usually actively travel to their work, yet 17 out of 21 respondents would like to actively travel to their work. With 12 out of 21 staff living within five miles of their work there is a potential to increase this further.

Figure 3 – Project impact on pupil's travel behaviour (School Survey)



14 out of 20 schools staff stating **the project** had increased the number of pupils walking

15 out of 19 had increased the number of pupils cycling

15 out of 20 had increased the number of pupils scooting / skating

# Results Bike It Plus

## Aim 2 – Raising Awareness

### School Survey

Responses to the School Survey show that the project has been successful in raising awareness of the various benefits of active travel, see Figure 4. Out of the 20 respondents who answered the question, 17 agreed that the project has raised awareness (a little or a lot) of environmental benefits, and 16 of health and air quality benefits of active travel and eight out 20 for economic benefits. When asked whether the pupil's enthusiasm for active travel had increased as a result of the project the majority, 17 out of 19 responses, stating it had increased a little or a lot. Figure 4.

Figure 4 – Pupils awareness for active travel

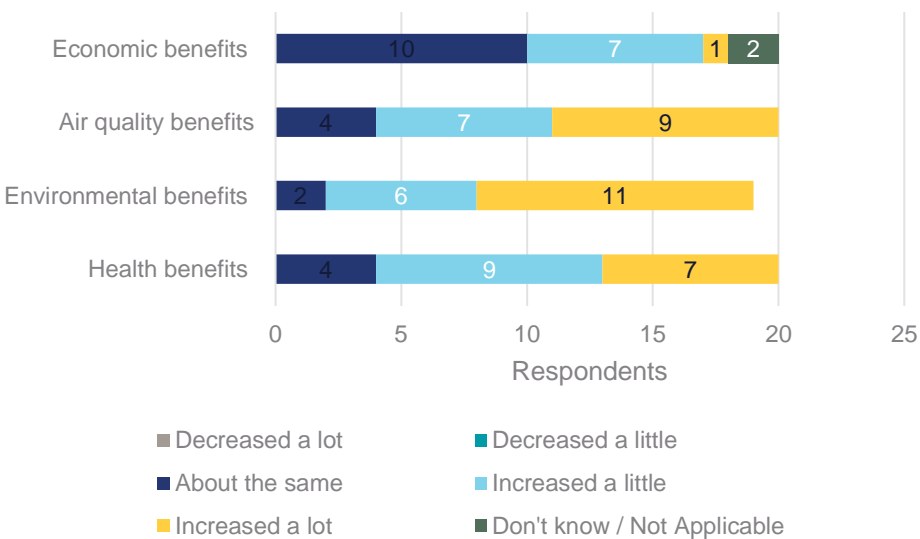
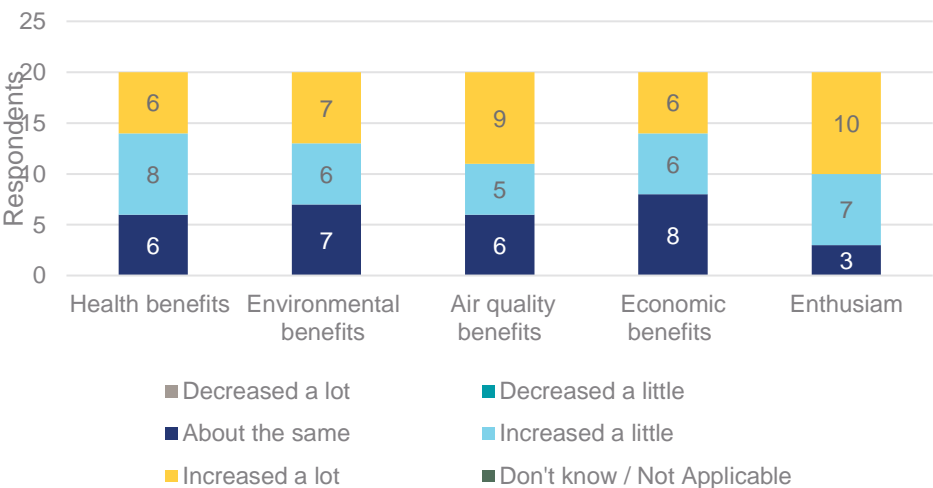


Figure 5 – School staff awareness and enthusiasm for active travel



Similarly, when asked how their own awareness and enthusiasm had been impacted by the project, 17 out of the 20 stated their enthusiasm had increased a lot or a little. Also 14 stated an increase in their awareness of health, 14 of air quality, 13 of environmental and 12 for economic benefits of active travel. Figure 5.

“Children have become more aware of the impact that idling their cars has on the environment, through banners outside school, leaflets and working with our Eco Warriors.”

Teacher at Courthill



## Case Study 4

### Networking with Academy Trusts

The Officers work with several schools in the BCP area and generally do so in isolation from one another. Yet, large groups of the schools are united by being part of the same academy trusts. To improve our efficiency and reach, the leaders of one of these (the Coastal Learning Partnership) were contacted and the Bike It Plus Officer, along with BCP Council Officers, were invited to present to the partnership at some of their group meetings.

The first meeting was focused on the reasons for addressing school travel and what support there was available. This was delivered to all site managers. The success of this led to a second meeting where an Officer and BCP colleagues met with the Headteachers of all schools to explain how to generate school travel plans.

The meetings gave an invaluable opportunity to raise the challenges and opportunities regarding school travel with all sixteen headteachers and their site managers. It gave them knowledge and practical advice on how they could enable more active travel to and from their schools.

The partnership team have asked all schools to produce a School Travel Plan for September 2023. Seven of the 12 schools in BCP have subsequently contacted the Council to request support to create their travel plans. One third of the schools have sent out travel surveys.



**16 schools engaged**



**32 Headteachers and site managers have increased awareness of how to enable more active travel**



**7 of the 12 BCP schools have since begun to create School Travel Plans**



**1 school requested Bikeability training for first time ever**



**Thank you very much for your time today! The premises team all thought it was a very comprehensive and useful presentation and are keen to raise the profile of travel plans with their school leaders.**

Meeting attendee



# Results Bike It Plus

## Aim 2 – Raising Awareness

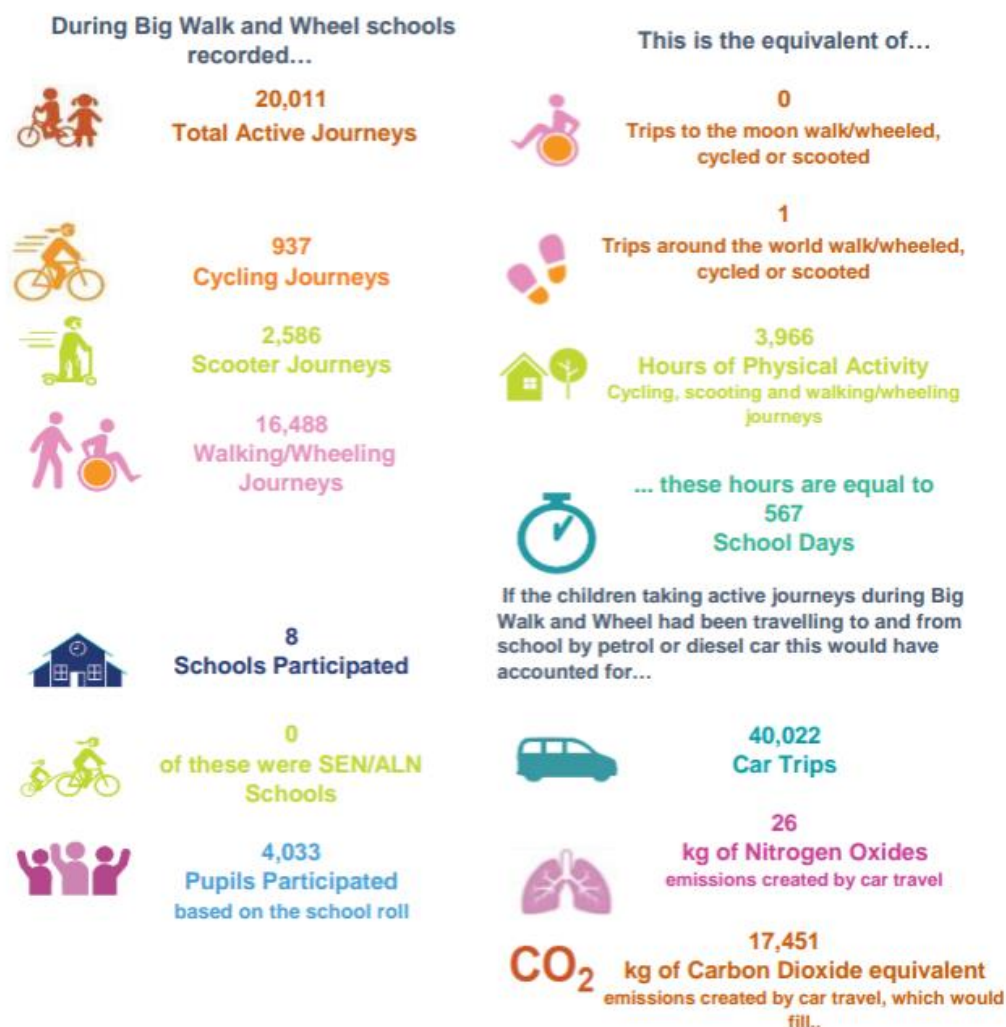
### Activity Delivery

As detailed under Aim 3, the project delivered 19 activities classed as Education, having over 5,270 attendances, 4,100 of those pupils. Officers raised awareness through, for example, sessions with pupil eco groups, assemblies and distributing air quality awareness leaflets other activities covering topics such as air quality, the environment and the benefits of active travel.

A further 86 activities were classed as promotion, information and special events, with over 10,300 attendances, and 49 activities grouped under interest and enthusiasm, which had over 8,165 attendances. These included events such as active travel weeks, Clean Air Days (case study 5), smoothie bike sessions and School Streets promotions and codesign workshops. Competitions, such as the golden lock, active travel bingo and bling your ride, and incentives, such as active travel breakfasts sessions, were all designed to encourage pupils and their families to take part in active travel activity. These activities not only raised awareness but also encouraged pupils and their families to learn first- hand the benefits active travel can bring.

“ It has provided us with guidance and support to become a more 'active travel' aware school. ”  
Longfleet Primary

Figure 6 – Results from the Big Walk and Wheel



## Case Study 5

### Clean Air Day June 2023

Air pollution is now recognised as the biggest environmental threat to our health. Children are amongst the most affected.

One of the main contributors to poor air quality is motorised vehicles. At drop off and pick up times air pollution outside and around schools significantly worsens, due to the large number of vehicles that gather at the same time. Often cars are needlessly left idling. This significantly impacts the quality of the air, not to mention wasting fuel and money. Research carried out for UNICEF shows that children are exposed to higher doses of pollution during the school run and whilst they are at school.

The Officers ran a Clean Air Day competition for schools in BCP. They used the council's weekly communication email to send out information about the competition to all headteachers.

The aim was to raise awareness of Clean Air Day on 15<sup>th</sup> June and to encourage schools to use BCPs 'Clean Air Schools' toolkit. The Officers did this by suggesting simple activities for Clean Air Day promotion. The competition instructions signposted teachers to resources in the toolkit. Schools displayed the idling banners; shared 'idling impact' leaflets; incentivised active travel; ran poster competitions and ran assemblies – all by using materials from the toolkit. The schools got an entry for every activity they did.

Three schools won prizes. These included a Dr Bike, a Science lesson based on 'The World we cannot see' and signed books about environmental issues by the award-winning author and illustrator Neal Layton (banner illustrator). These will all continue to spread the word.



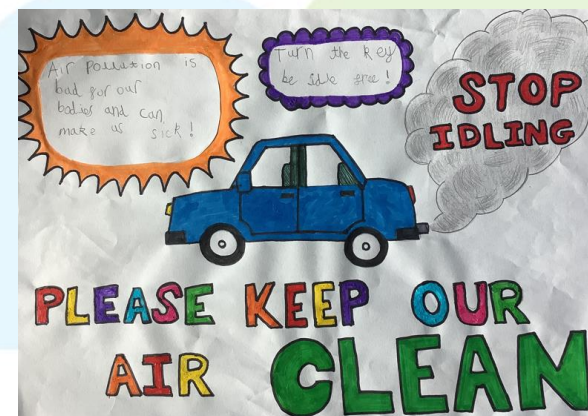
**12 schools took part and delivered:**

**24 activities took place**

**3,600 children learnt about air pollution**

**1,500 idling leaflets were distributed**

**16 banners are now displayed**



**“ We have seen a significant reduction in idling - lots more students are walking to school which is positive. ”**  
Teacher



# Results

## Aim 2 – Raising Awareness

Seven schools took part in Cycle to School Week in September 2022, and 11 schools took part in Leg it to Lapland in December 2022 (see case study 6). Additionally, eight schools with over 4,000 pupils took part in the Big Walk and Wheel in March 23 (Figure 6). As part of these challenges and competitions like Clean Air Day (case study 5) the schools were provided with daily activities they could take part in, and various resources they could use to further raise the awareness of active travel and its benefits. This included assemblies, presentations, videos and newsletter content. Taking part in these challenges gave families the opportunity to consider and try out active travel journeys to school.

“

**Children are much more aware of the impact their actions are having on the environment both locally and globally. They are also more aware of the benefits active travel will have on their health and well being.**

”

Teacher Highcliffe St Mark Primary School



Bling your ride at Oakdale Juniors



Clean air school banner as part of Clean Air Day

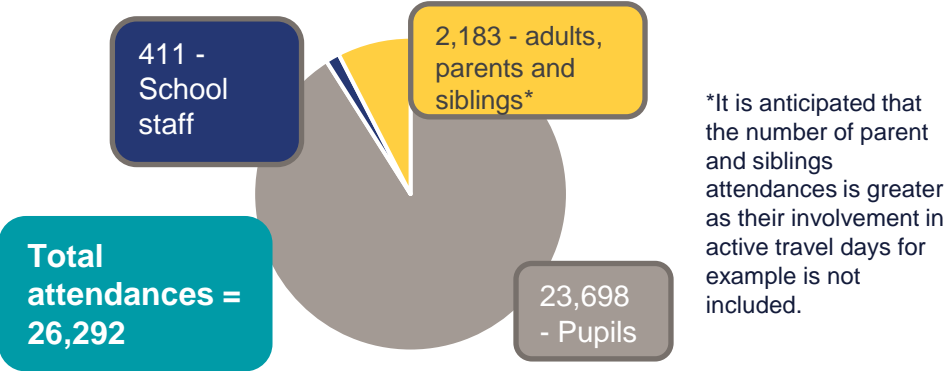
# Results Bike It Plus

## Aim 3 – Creating a culture of active travel

### Activity Delivered

In total from the start of the project until August 2023 the project delivered 217 activities (Officer and school led), which had over 26,290 attendances (pupils, school staff, adults, parents and siblings). Figure 7. These were designed to create and maintain a buzz and provide opportunities to experience the enjoyment of walking, wheeling, cycling and scooting.

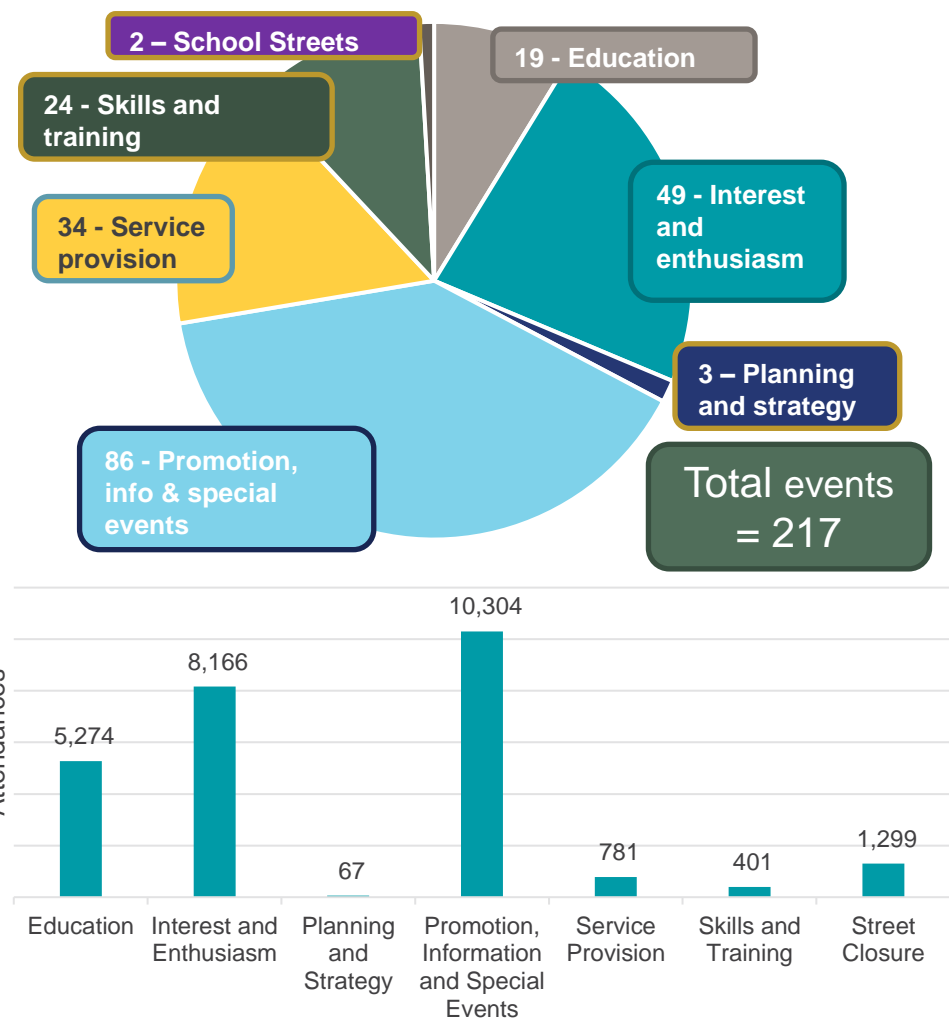
Figure 7 – Number of attendances to activities and events



We can split the activities down into seven categories, Figure 8. Of the total 217 events and activities delivered 24 were skills and training, providing over 400 pupils with the skills and confidence they need to cycle and scoot safely, and to undertake general checks and basic maintenance on their own bikes. The Officers also delivered 34 services including Dr Bikes and equipment sales to 781 attendees.

Two new School Streets were also launched during Spring 2023 to create safer and more pleasant environments to actively travel to school (see Results School Streets). All of this helped children and their families to travel actively to school on a regular basis.

Figure 8 – Number of activities and events per activity type and number of attendances





# Results Bike It Plus

## Aim 3 – Creating a culture of active travel

The Bike It project model starts off with Officers working intensively with their schools, providing resources and delivering the sessions. The Officer supports the school, building their confidence and knowledge about the project until they are able to deliver some of the activities and events themselves.

This progression is essential to ensure that active travel behaviour is sustained in the long term and allows the Officers to take on additional schools. Fifteen schools recorded a total of 50 activities they lead themselves, with nearly 2,850 attendances. The activities ranged from delivering Leg It To Lapland, Cycle to School Week and Big Walk and Wheel (and their associated activities) running the golden lock, air quality poster competitions and eco groups running assemblies.

The projects reach, however, is likely to be far greater than we are able to demonstrate, as not all activities delivered by the school are recorded. For example, resources are provided throughout the year to take part in themed weeks, such as Children's Mental Health Awareness Week, but often schools do not confirm they have used the resources in school.

**“We thoroughly enjoyed participating in Leg it to Lapland and it was this scheme that really got us going and kept going.”**  
Teacher - Canford Heath Juniors

The Officers supported a number of their schools to take part in the Big Walk and Wheel, Figure 6. This year, 8 schools, took part, logging an impressive 20,011 active travel journeys.

Schools taking part in activities such as Leg It to Lapland, Cycle to School Week and the Big Walk and Wheel, and running a weekly golden lock competition, help to motivate pupils and their families to actively travel to school. By doing it over a sustained period, it helps to embed the activity into their daily routine.



A new home at Canford Heath for Bournemouth Universities no longer needed cycle racks

Officers have also supported schools to improve their secure storage facilities for cycles and scooter. The lack of secure storage can be a significant barrier for families to cycle and scoot to school. Officers have helped schools to apply for funding through the Community Infrastructure Levy Fund as well as find new homes for unwanted cycle stands for the University of Bournemouth. Ensuring schools have sufficient storage helps to build a legacy for the project by supporting active travel in the longer term.

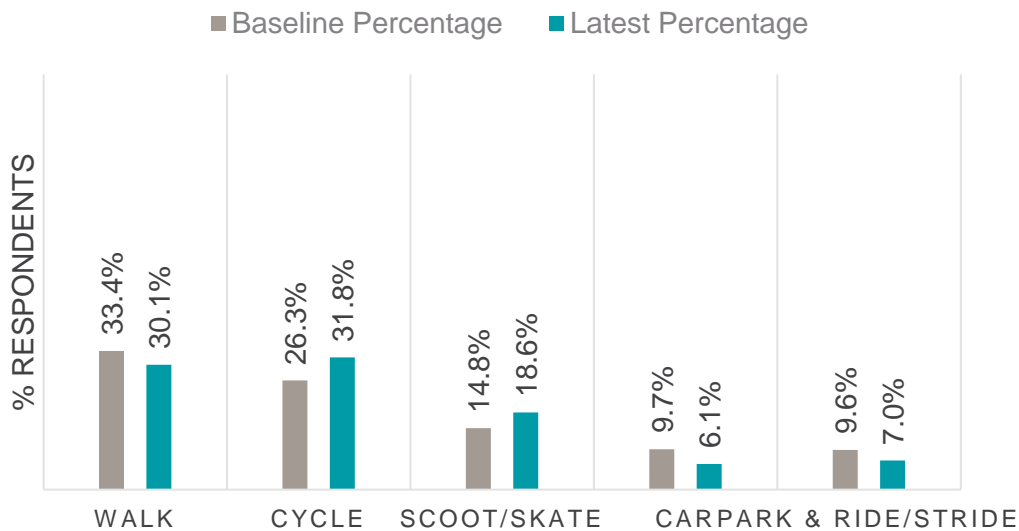
# Results Bike It Plus

## Aim 3 – Creating a culture of active travel

### Hands up survey

Pupils’ preferred mode to travel to school can help to demonstrate that a culture of active travel is starting to be adopted in the school. Figure 9 shows a 6.3 percentage point increase, from 74.5% to 80.8%, of those who would like to actively travel to school. The greatest increase is seen for those wishing to cycle, increased from 26.3% to 31.8%, a 21% relative increase. This demonstrates by far the majority of pupils wish to actively travel. An increase from the baseline could suggest the project has helped to raise awareness and enthusiasm for active travel. Those wishing to travel by car decreased from 9.7% to 6.1%, which is reassuring as this saw an increase the previous year.

Figure 9 - How would you most like to travel to school



“ We have felt extremely supported by Sustrans and their positive approach towards encouraging change.

Highcliffe St Mark Primary School

81%, of pupils would like to actively travel to school



“ We have a lot more children using active travel methods to come to school each day. When our school road is shut during drop off and pick up times , children feel safe to play in the road before school which is lovely.

Teacher Livingstone Road Junior School

## Case Study 6

### Leg It To Lapland

The winter months can present a challenge with enthusing children and their families to travel actively. Leg it to Lapland was a two-week active travel challenge that gets schools competing against each other to complete as many active journeys as they can to and from school. The children were challenged to see if they could collectively, virtually, travel the 2,116 miles from Bournemouth to Lapland.

The challenge ran for the first time in BCP during December 2022, with 11 schools signed up. Schools were sent a pre-recorded assembly for them to introduce the event and engage the children.

Children were given a Lapland passport at the start of the challenge that they used to record their active journeys. Classes were also encouraged to do additional activity during school time to boost their miles. They were given a class recording sheet to record their efforts.

At the end of the event, the passports were used as raffle tickets and pupils had the chance to win a selection of extra prizes, including: a scooter, gift vouchers and a number of smaller prizes. The prize for the school with the highest average miles per pupil was a stunt scooter display in school and the opportunity to join in with the fun. The element of competition mixed with the chance to win prizes certainly got the children excited and traveling actively.

During the challenge, schools also ran a Rudolph's nose incentive. A red nose was left on a randomly selected cycle or scooter and the recipient won a prize that they could choose. Prizes were awarded for this across six of the schools. These included bike locks and rechargeable bike lights, bobble hats, snoods, snap bands and t shirts.



**Over 51,600 miles in two weeks – the same as 21 trips across the USA**



**44,800 of these journeys were to and from school**



**Christchurch Junior School won the challenge with 21 miles averaged per pupil**

**“Overall, it was a fantastic experience and something we would love be involved with again.”**  
Teacher at Leg it to Lapland participating school

# Results School Streets

## Aim 4 - Increase levels of pupils and their families actively traveling

### Schools Street

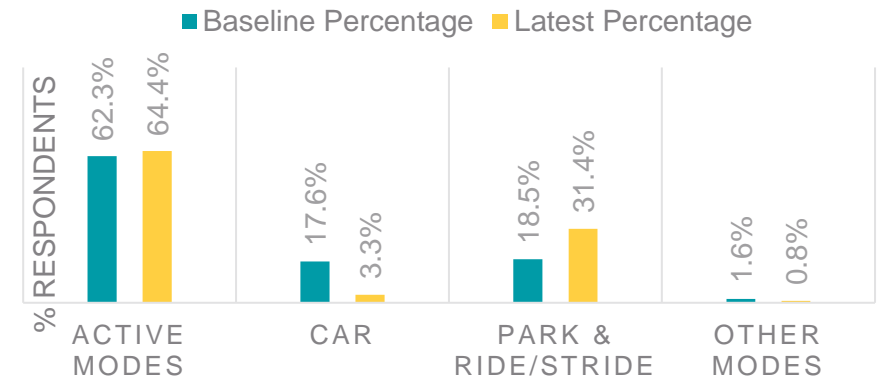
Baseline HUS were collected prior to the commencement of the School Streets. For Pokesdown this was their first baseline survey, being a new school to the project. As Oakdale Juniors baseline was collected the year prior to this and having undertaken a number of Bike It activities and events since their last post HUS, a second baseline was taken just before the launch of the School Streets. This would allow us to specifically measure the impact of the trial on travel behaviour.

For both schools, the percentage of pupils usually travelling by car has decreased, see Figure 10a and b. Pokesdown seeing a decrease of 14.2 percentage points (17.6% to 3.3%) and Oakdale by 3.7 percentage points (10.4% to 6.7%). Pokesdown did see a slight increase in active travel by 2.1 percentage points (62.3% to 64.4%), however Oakdale saw a decrease in active travel by 5.0 percentage points (43.5% to 38.5%). The drop in car use can mainly be attributed to an increase in park and stride / ride at both schools. An increased by 12.9 percentage points at Pokesdown and 4.0 percentage point at Oakdale.

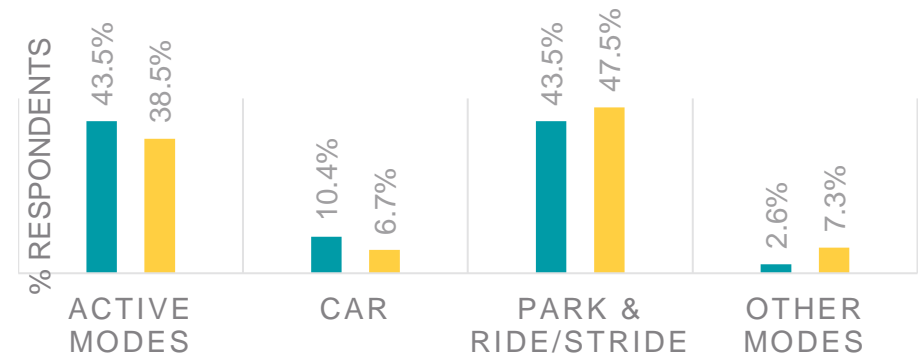
When Pokesdown pupils were asked about changes to their travel behaviour as a direct result of the School Street (pupil perception survey), over a third, 35%, reported they walked, wheeled, cycled or scooted to school more often now that the road outside the school is closed.

This suggests that the introduction of the School Streets have had an impact on increasing levels of active travel for home at one of the schools (Pokesdown). It has however encouraged more pupils at both schools to actively travelling for part of their journey, by parking further away from the school and using active modes to travel the remaining journey to the school gates.

**Figure 10a - How do you usually (or most often) travel to school – Pokesdown Community Primary**



**Figure 10b - How do you usually (or most often) travel to school – Oakdale Juniors**





## Case Study 7

### School Streets Banner Competition

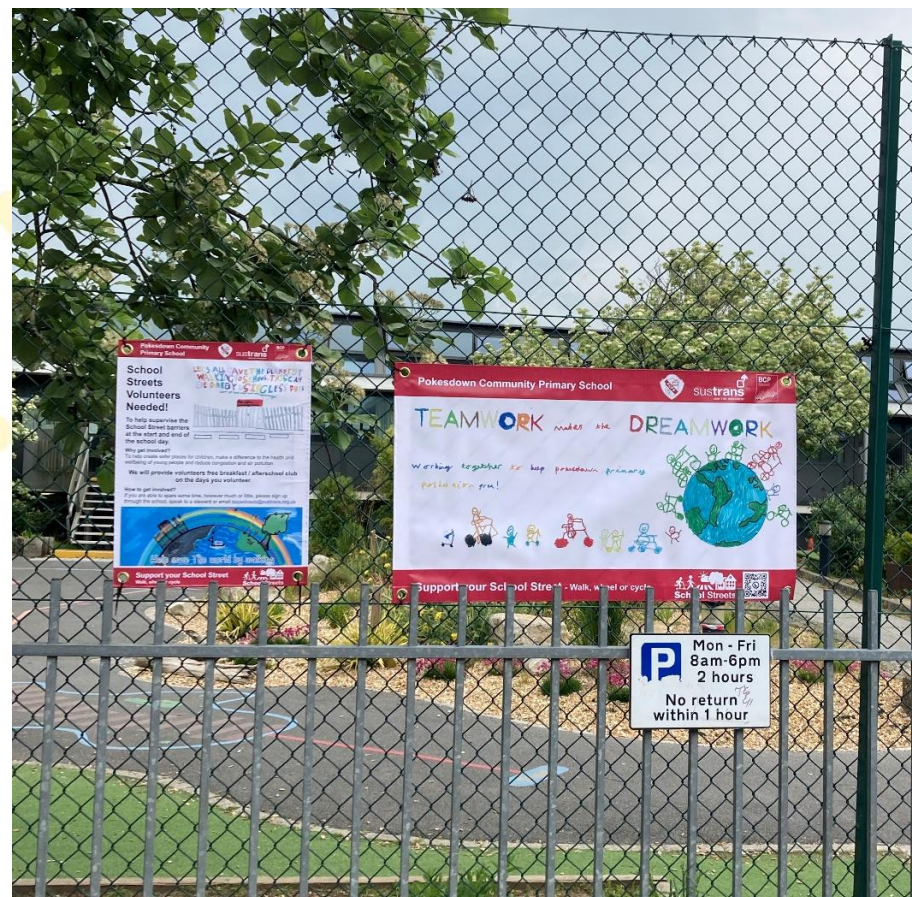
With the upcoming launch of two new School Streets the Officer was looking for ways to get children enthused and thinking about what the School Street would mean for them and their community. As well as raised the profile of the School Streets and act as a reminder to the schools' families.

It was decided to launch an art and design competition during the School Streets launch assembly. The Officer invited students to create an illustration that could be used for an eye-catching banner that would motivate more people to walk and cycle.

We used some designs that had been created by children in other schools working with Sustrans, as examples to inspire and enthuse the pupils. Prizes were awarded for the entries selected to be used for the banners.

At each of the schools we used three winning designs over two banners. One larger banner signifying the road as a School Street and another smaller banner including information about the trial and a call to action for adults to support the schemes. The banners included QR codes which linked to the BCP School Streets landing pages for more information.

This approach meant children had a chance to express their own ideas and concerns and hopes for what the School Street would be like. The designs received took a particular interest in the environmental aspect.



Winning designs On the Pokesdown Banners



# Results School Streets

## Aim 5 - Improve air quality on the street outside the school.

### Measuring air quality

We used diffusion tubes to measure nitrogen dioxide (NO<sub>2</sub>) levels on the road of the new School Streets, Oakdale Juniors and Pokesdown Community Primary, before and during the trial, to give an indication of the impact of the road closures on air quality. To help determine if there had been any changes in air quality as a result of the trial, diffusion tubes were also placed at two control schools (without a School Street or Bike It activity), Queens Park Academy and Stanley Green Infants.

Three diffusion tubes were positioned (placed in the same location) at each at the four schools. The monitoring period lasted for three weeks each time, from the 20<sup>th</sup> January to 10<sup>th</sup> February 2023 and 9<sup>th</sup> June to 30<sup>th</sup> June 2023. Once the sampling period was over, the tubes were returned to the laboratory to determine the average concentration of compounds that were present in the air over the monitoring period. For each school, the mean average NO<sub>2</sub> levels were calculated, as was the percentage change that was seen between monitoring periods. An average change (60.1%) was calculated for the control schools, this allowed seasonal variation to be removed from the School Streets results.

### Considerations and Limitations

Many factors impact air quality including weather, road structure and vegetation. In particular, weather conditions: wind speed and direction, temperature, humidity, rainfall and solar radiation can impact readings. NO<sub>2</sub> concentrations also show natural seasonal variation (1). For this reason air quality was also measured at the two control schools. We also opted for tubes with a wind protection cap, in line with Defra recommendations, to adhere to more rigorous standards for EU reporting. The polyethylene filter prevents wind turbulence in what would otherwise be the open end of the tube. Please note that compared to other monitoring tools, diffusion tubes are categorised as an 'indicative' monitoring technique defined by relatively high uncertainty.(2)

### Results

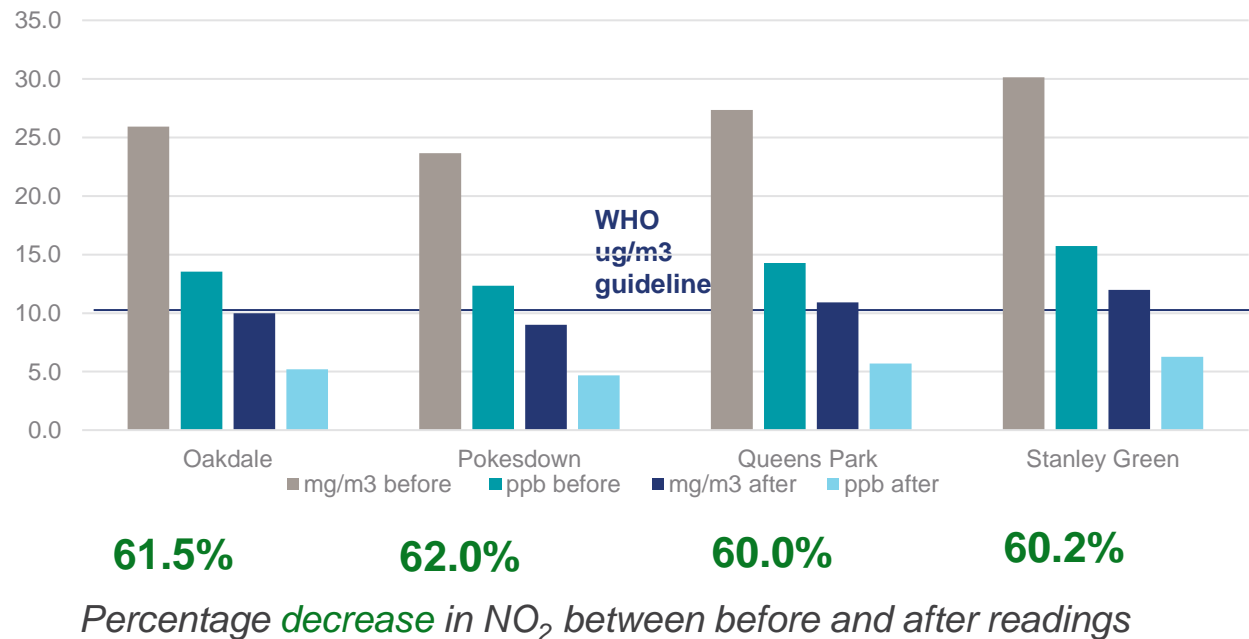
Both the School Streets schools saw a reduction in NO<sub>2</sub> levels between pre and post launch readings, Oakdale 61.5% and Pokesdown 62.0%. This however is also the case for the control schools, which saw similar reductions (Queens Park (60.0%) and Stanley Green (60.2%)). Figure 11. In order to remove other external factors, as detailed above, the average change for the control schools was calculated to be 60.1%. To try to determine the impact of the School Streets on air quality, by removing other variables, if we eliminate this 60.1% reduction for the School Streets levels it indicated that both School Streets schools have a minimal reduction of 1.4% and 1.9%, which is felt too low to determine if air quality has improved as a result of the scheme.

(1) <https://uk-air.defra.gov.uk/air-pollution/faq?question=5> , (2) AEA Energy and Environment, Diffusion Tubes for ambient no2 monitoring practical guidance (2008)

# Results School Streets

## Aim 5 - Improve air quality on the street outside the school.

Figure 11: The average NO<sub>2</sub> levels recorded before and after the launch of the School Streets and the percentage change



<b>NO2</b>	A nitrogen oxide associated with combustion sources.
<b>ug/m3</b>	The concentration of an air pollutant (e.g. NO <sub>2</sub> ) in micrograms (one-millionth of a gram) per cubic meter air. Allows comparison to WHO guidelines.
<b>ppb</b>	The concentration NO <sub>2</sub> as the ratio of its volume if segregated pure, to the volume of the air in which it is contained expressed in parts per billion.
<b>WHO guideline</b>	World Health Organisation air quality guideline of 10 ug/m3 (annual mean) serves as a global target for national, regional and city governments to work towards improving their citizen's health by reducing air pollution. <b>Our results are not directly comparable</b> as the WHO guidelines represent an average for the whole year, our monitoring period was much shorter (2 x 3 weeks in total). This level is simply to put levels into context. The national annual air quality objectives is higher at 40ug/m3, again these results are not comparable as this is an annual average, and would be expected to be well within this objective.

## 102

Pupils at Pokesdown Community Primary, who took part in the pupil perception survey, stated that half (50.4%) felt safer on the street outside their school since the introduction of the School Street. Of the remaining 41.7% stated it felt the same and just 4% less safe.

Figure 12 shows the words that pupils at Pokesdown used when asked to describe how they feel about the School Street. The bigger the size of the word the more often it is used. The most popular words are linked to the feeling of safety such as 'safer' and 'safe'. Out of the 69 words given only 11 (16%) had negative connotations. This suggests the School Streets, for pupils, has mainly provided a positive improvement. This is also indicated by 82.6% of pupil's stating they wished for the School Street to stay closed.

Anecdotal feedback from adults of the street at Pokesdown also suggest that they also feel safety using the street.



**50.4% of the pupils stated they felt safer on the street outside their school**



**82.6% stated they would like their School Street to continue**

### Anecdotal feedback from adults on the street at Pokesdown:

**“It’s undoubtedly safer, people are no longer crammed onto the pavement. It’s created a nicer and more social atmosphere.”** Parent and steward

**“A much safer and calmer start and finish to the school day.”** Parent

**“It’s now a much safer, calmer environment to drop kids off, my daughter now scoots in and is much happier being on her scooter. It was an accident waiting to happen before.” Parent**

### Figure 12 - What word would you use to describe how you feel about the School Street at your school?



# Results School Streets

## Aim 7 & 8 Improve the health and wellbeing and improve mobility

Aswell as indications of improved safety on the Pokesdown School Street, some feedback also suggests that it has made the street more inclusive, sociable and a more welcoming and pleasant environment:

**“I come with a buggy and a blind dog every day, it’s much nicer to be able to walk in the road now. Before the School Street started vehicles would often park badly and block the pavement.” (Parent)**

**“There’s less tension outside the School now, it’s helped to create a nicer environment. I think there’s a social value to having a School Street, the whole mood here has changed and I hope it carries on.” (Parent and steward)**

**“The temporary street closure has transformed our walk to School. It provides a much safer route and allows a much calmer pickup. We would be 100% in support of it continuing.” Parent**

Yet the same may not be the case outside of the School Street:

**“It’s so much better during pick up and drop off times but it feels dangerous outside of the closure. I would like to see it continue and even extended to after school club pickup. There are too many cars on the pavement. It would be great to see more safe cycle routes in the area too.” Parent**

The increase in active travel at Pokesdown and increase in those parking further away and actively travelling the remaining journey to school (park and stride) as detailed in figure 10a and b, also suggest that more pupils and their families are benefitting from increased physical activity, as part of the school run.



Family actively travelling down Pokesdown School Street

# Conclusion

## Bike it Plus

The results show that good progress has been made towards all three aims. The HUS and Staff Survey both indicating an increase in active travel and reduction in car use. Yet it should be noted that reduction in car journeys is also due to an increase in park and stride / ride, not included as active travel. This indicates that more families are building active travel into all or part of their school commute. It is also very positive that the increase in the number of pupils usually actively traveling, compared to the baseline survey, has almost doubled from the previous year (an increase of 2.3 percentage points summer 22 and 4.0 percentage points in summer 2023)<sup>1</sup>. The overall level of active travel also increased from the previous years from 57.1% for 21/22 to 59% for 22/23<sup>1</sup>. This is only a small increase, however when you look at increases at a school level some significant improvements have been made (Table 1).

The School Survey showed that the majority of people responding felt that the project had increased the pupils', and their, awareness and enthusiasm for active travel and the various benefits that it brings. The range of activities delivered have helped to build awareness and enable and motivate change with nearly 23,600 attendances by the school community (pupils, staff, parents etc.) to 217 events and activities. Positively 15 schools have also delivered their own activity, which shows that the schools are beginning to take on more responsibility and build an active travel culture within the school.

<sup>1</sup>Annual overall figures are based on the schools that have completed the post HUS for the current year of the report. This is not the same schools for both years.

<sup>2</sup>This is an estimate of the predicted benefits for next year, if behaviour change is maintained. These calculations are based on regional numbers wherever possible, but some aspects of them use national averages (for example, fleet split and trips per day).

Figure 13 shows model projections of predicted benefits for next year, if behaviour change is maintained. Unlike the rest of the report these figures take into account all schools with a baseline HUS and a post HUS in either 2021/22 or 2022/23.

**Figure 13 – Model projects of predicted benefits for next year<sup>2</sup> – see appendix 3 for explanation**

Positive impact	Primary schools (predicted values per year)	Secondary schools (predicted values per year)
Car trips saved	75,000	6,800
Car miles reduced	79,000	28,000
CO <sub>2</sub> e saved (Kg)	21,000	7,300
CO <sub>2</sub> e saved (£)	4,200	1,500
PM (10+2.5) saved (kg)	6	2
NO <sub>x</sub> saved (kg)	36	10
Fuel saved (£)	11,000	3,700



# Conclusion

See Appendix 3 for further details of how Figure 13 is calculated. This shows that overall, 81,800 car trips could be saved next year, which would reduce 28,300 kg of CO<sub>2</sub> being released into the atmosphere, helping to tackle climate change. The air quality would also be improved with 8kg of PM (10+2.5) and 46kg of NO<sub>x</sub> being stopped from being released.

## School Streets

Monitoring of behaviour change for the School Streets does show some positive improvements to increasing active travel, with Pokesdown Community Primary (Figure 10a) showing a small increase in those usually travelling actively to school. Both schools however have shown an increase in park and stride, with Pokesdown showing a significant increase. School Streets therefore have led to families building in an increased element of active travel as part of their school journey, which was also backed up by the pupil survey. This suggests that Aim 4 has been met. This is to be expected as the majority will no longer be able to access the road outside the school.

Feedback is limited to just Pokesdown Community School but both responses from the pupils' survey, and anecdotal responses from parents and stewards does suggest that the School Street feels safer and more pleasant and is more accessible for people to walk, wheel, cycle and scoot. BCP Council have been collecting feedback from parents, residents, staff and business as part of the trial which will provide greater insight into these areas. However, it does give an indication, for Pokesdown, that Aims 7 and 8 are being achieved.

Air quality is much more challenging to monitor, particularly when the School Street closure is only for approximated 8% of the total day. Diffusion tubes are an affordable option to measure NO<sub>2</sub>, they are however not best placed to specifically monitor the impact of a School Street as it does not allow us to see changes in air quality at regular points throughout the day. We also need to take into account other influencing factors on air quality (both natural and man-made). The use of control schools have helped to remove changes that may occur to air quality not related to the School Street, from the data. This did suggest that there was a very minimal improvement in the air quality, when comparing samples taken pre-launch and those taken once it had time to be established and removing the control school average percentage change. The increase however is too minimal to be confident of an impact.

It is fair to say that by removing the majority of motorised vehicles on the School Street during the closure, as seen in the before and after shots in Case Study 1 and 2, it will lead to a reduction of car fumes and particulate matter being released from vehicles into the air within the closure period on the School Street, creating cleaner air around the school gates. As detailed in Case Study 5, Research carried out for UNICEF shows that children are exposed to higher doses of pollution during the school run.

# Appendix 1

## School Engaged levels and activity logged

School	Engagement levels	Attendances					
		Total activities Logged*	Pupils	Staff	Parents	Siblings	Adults
New - Avonbourne Girls Academy	Intensive	3	976	2	60	0	0
Bethany Church of England Junior School	Intensive	11	624	21	0	0	0
New - Canford Heath Junior school	Light Touch	29	2,352	32	638	0	0
Christchurch Infant school	Intensive	2	492	1	0	0	0
Christchurch Junior school	Intensive	13	1,633	27	1	0	0
Courthill Infants	Intensive	19	2,468	65	368	0	1
Hamworthy Park Junior School	Light Touch	10	674	11	1	0	0
Heatherlands Primary School	Light Touch	17	1,734	24	0	0	0
New - Highcliffe St Mark Primary School	Intensive	7	1,817	27	65	0	0
Livingstone Road Infant School	Light Touch	1	120	0	0	0	0
Livingstone Road Junior School	Light Touch	10	1,320	25	26	0	1
New - Longfleet Primary School	Intensive	28	1,520	59	308	34	3
Manorside Academy	At Distance	1	24	1	1	0	0
Mudeford Junior School	Light touch	13	964	15	0	0	0
Oakdale Junior School	Intensive	30	2,487	49	135	24	2
Pokesdown Community Primary School	Intensive	7	712	23	30	0	4
Somerford Primary Community School	At Distance	3	252	18	0	0	0
St Clement's and St John's Church of England Infant School	Light Touch	7	30	8	22	0	4
St Michael's Church of England Primary School	Light Touch	15	204	14	30	0	5
Stourfield Junior School	disengaged	1	8	0	0	0	0
New - Talbot Primary	Intensive	10	1,845	25	2	0	0
The Bourne Academy	Light Touch	5	182	1	0	0	0
Winton Primary School	At Distance	3	663	1	0	0	0

\*includes school planning meetings

## Appendix 2

### School Engaged and HUS results

Schools List	Most recent pre	Most recent post	Usually travel actively			Usually cycling			Usually travel by car			Bike ownership		
			First	Last	%PC	First	Last	%PC	First	Last	%PC	First	Last	%PC
Canford Heath Junior school	21/22	22/23	46.1%	58.2%	12.0%	3.0%	7.7%	4.6%	10.5%	5.6%	-4.9%	89.1%	84.9%	-4.2%
Christchurch Junior school	21/22	22/23	64.6%	68.3%	3.7%	5.5%	8.1%	2.6%	12.5%	10.0%	-2.5%	90.1%	85.5%	-4.6%
Courthill Infants	22/23	22/23	61.3%	63.1%	1.8%	7.9%	8.4%	0.6%	12.7%	5.8%	-6.9%	67.2%	79.6%	12.4%
Hamworthy Park Junior School	21/22	22/23	57.9%	59.2%	1.2%	5.5%	4.2%	-1.3%	18.1%	1.4%	-16.7%	84.6%	84.5%	-0.1%
Heatherlands Primary School	21/22	22/23	66.8%	68.0%	1.2%	3.8%	4.1%	0.4%	18.8%	5.7%	-13.1%	82.1%	75.0%	-7.1%
Highcliffe St Mark Primary School	22/23	22/23	35.8%	52.6%	16.8%	4.7%	9.1%	4.4%	17.1%	10.9%	-6.3%	76.1%	75.0%	-1.1%
Livingstone Road Junior School	21/22	22/23	58.3%	66.3%	7.9%	1.3%	3.5%	2.2%	18.0%	9.3%	-8.7%	71.7%	92.6%	20.9%
Longfleet Primary School	22/23	22/23	60.1%	62.3%	2.2%	3.2%	5.1%	1.9%	24.7%	26.2%	1.5%	79.4%	81.1%	1.7%
Mudeford Junior School	21/22	22/23	68.2%	64.8%	-3.4%	7.9%	11.9%	4.1%	8.7%	10.8%	2.1%	92.5%	95.5%	3.0%
Oakdale Junior School	21/22	22/23	27.4%	38.5%	11.1%	3.6%	3.9%	0.3%	48.4%	6.7%	-41.7%	81.7%	86.7%	5.0%
Pokesdown Community Primary School	22/23	22/23	62.3%	64.4%	2.1%	2.9%	5.0%	2.1%	17.6%	3.3%	-14.2%	78.0%	81.4%	3.4%
Somerford Primary Community School	21/22	22/23	59.7%	69.6%	9.9%	3.2%	16.5%	13.3%	17.7%	21.6%	3.9%	63.3%	80.8%	17.5%
St Michael's Church of England Primary School	21/22	22/23	61.6%	61.8%	0.2%	3.0%	2.7%	-0.2%	20.6%	6.1%	-14.5%	77.0%	71.4%	-5.6%
Talbot Primary	22/23	22/23	36.8%	19.9%	16.9%	7.5%	4.7%	-2.8%	40.2%	47.5%	7.3%	81.4%	71.7%	-9.7%
The Bourne Academy	21/22	22/23	68.1%	74.5%	6.5%	16.5%	16.0%	-0.5%	25.7%	23.6%	-2.1%	N/A	61.2%	N/A

Negative change (in relation to supporting active travel)

# Appendix 3

## Model Projections

### Model projects of expected benefits

The results in this tab are calculated using a model based on the Hands Up Survey Results. The model uses first-last values (i.e., baseline versus most recent survey) to predict the benefits of mode shift across the year, assuming each child travels by their usual mode twice a day, every day of the school year, accounting for average absence rates.

Regional reference values are used where available. For physical activity values, journey time is taken from the UK Government's Minimum Journey to Services data by cycling and by public transport or walking. Scooting is assumed to be the average of the two values.

For the car use benefits, average distance to school is taken from the National Travel Survey. Car fleet split, road type, multiple occupancy and average trips per day are all considered. Pollutant values are taken from National Atmospheric Emissions Inventory (NAEI) and Department for Transport (DfT) figures. Fuel costs are taken from the AA reports. Some fuel types (e.g. hybrid, other) are excluded from certain calculations due to lack of available data.

UK Chief Medical Officers' Physical Activity Guidelines, 2019: Children and young people should engage in moderate-to-vigorous physical activity (MVPA) for an average of at least 60 minutes per day across the week. This can include all forms of activity such as physical education, active travel, after-school activities, play and sports.

For more information, please contact [emma.cocksedge@Sustrans.org.uk](mailto:emma.cocksedge@Sustrans.org.uk)



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# ENVIRONMENT AND PLACE OVERVIEW AND SCRUTINY COMMITTEE



Report subject	<b>Appointment of Independent co-opted members to Environment and Place Overview and Scrutiny Committee</b>
Meeting date	6 December 2023
Status	Public Report
Executive summary	<p>It was agreed as part of the recommendations on the Council's Overview and Scrutiny Structure, which were considered by the Council at its meeting on 30 September, that the Environment and Place Overview and Scrutiny (E&amp;P O&amp;S) Committee be permitted to appoint two independent co-opted members. The selection and recruitment process for the co-opted members is to be approved by the committee.</p> <p>Informal discussions have indicated that there is agreement that the principle of co-opted independent members to contribute to the committee is supported. At its last meeting the committee requested a report be brought forward to consider the issue.</p> <p>There are a number of decisions required to enable suitable recruitment, through open advertisement, to the E&amp;P O&amp;S Committee.</p> <p>The recommendations in this report will help shape that recruitment process, with an aim to have two co-opted members in place for the beginning of the next municipal year.</p>
Recommendations	<p><b>It is RECOMMENDED that:</b></p> <ol style="list-style-type: none"> <li><b>1. Two independent members be co-opted to the BCP Council Environment and Place O&amp;S Committee.</b></li> <li><b>2. The term of appointment will be for an initial 3 years with an option for a further 2 years if mutually agreed.</b></li> <li><b>3. A selection and recruitment panel be created, comprising of the Chairman of the Committee and two other Committee members. The panel will be supported by the Monitoring Officer and Scrutiny Officer.</b></li> <li><b>4. Each independent co-opted member appointed under these arrangements be entitled to the Co-opted and Independent Members' Allowance as defined in Part 7 of the Constitution (currently £1,084 per annum).</b></li> <li><b>5. Following the recruitment process, a report from the panel</b></li> </ol>

	<p>is presented to the next available Environment and Place O&amp;S Committee, which outlines the process and the panel's recommendations. This report will be considered by the Environment and Place O&amp;S Committee to formally approve the appointments.</p> <p><b>6. The Committee delegate to the Monitoring Officer in consultation with the Chair of the Environment and Place O&amp;S Committee,</b></p> <ul style="list-style-type: none"> <li>• <b>any changes to the role profile and person specification required;</b></li> <li>• <b>operational details associated with recruitment, shortlisting and interviews.</b></li> </ul> <p><b>following the approved recommendations 1 to 5 above and in accordance with BCP Council policies.</b></p>
Reason for recommendations	<p>The appointment of independent co-opted members to the Environment and Place Overview and Scrutiny Committee could bring greater expertise to the committee in relation to specific issues. A co-opted member may, by virtue of their background and experience, have insights and perspectives that others on the committee do not. Appointing co-opted members to provide more diverse representation on a committee should be encouraged and welcomed.</p> <p>Further reasons for the individual recommendations are outlined within the body of the report.</p>
Portfolio Holder(s):	Not applicable
Corporate Director	Ian O'Donnell, Corporate Director for Resources
Report Authors	Claire Johnston, Senior Democratic and Overview & Scrutiny Officer
Wards	Council-wide
Classification	For Decision

## Background

1. Following the elections in May 2023, the new administration indicated a desire to review the arrangements for Overview and Scrutiny. Proposals for a change to the O&S structure were considered by the Constitution Review Working Group.
2. A report on proposed changes to the structure of Overview and Scrutiny at BCP Council was considered by the Audit and Governance Committee at its meeting on 7 September 2023. The report outlined a number of proposed changes to the structure which, amongst other issues included:

- the remit of the renamed Environment and Place Overview and Scrutiny Committee be narrowed slightly, thus increasing the ability of the committee to examine issues in greater detail from a sustainability perspective;
  - the Environment and Place Overview and Scrutiny Committee being permitted to appoint two independent co-opted non-voting members to the committee. The selection and recruitment process to be presented and approved by the committee, if approved by Council.
3. The Environment and Place Overview and Scrutiny Committee considered the decision of Council to permit the committee to appoint up to two independent co-opted members and after discussion requested that a report outlining the process be brought to the attention of the committee.

### **Independent Co-opted member(s) appointment**

4. Co-opted members can bring different perspectives and valuable input into the Council's Overview and Scrutiny Structure. Their definitive role will depend on what capacity they are appointed, which could be as representatives of an organisation or an interest group or they may be co-opted for their expertise or experience.
5. This report proposes an option for the committee to consider appointing co-opted members who are non-councillors who are suitably qualified with experience in the areas within the remit of the Environment and Place Overview and Scrutiny Committee. The purpose of the co-opted members would be to bring specialist knowledge and insight to the workings and deliberations of the committee.
6. Co-opted members will sit alongside other members of the committee and will be able to hear evidence, ask questions and contribute to the deliberations of the committee. Co-opted members will not have a vote in the same way as an elected councillor of the committee and will be part of the committee in an advisory and consultative manner. This was agreed by Council in September 2023 and is set out in the Constitution at Part 2, 6.8.1
7. Non-statutory co-opted members will be required to comply with the Council's code of conduct, and they are expected to observe the principles governing behaviour in carrying out their duties in same way as elected councillor members of the committee. A draft role description and person specification is attached as Appendix A for information. It contains specific best practice definitions and eligibility criteria for individuals to be reasonably considered independent, in the context of this role.
8. A BCP Council recruitment and selection Panel will be created to oversee the process. This Panel will present a report to the next available (after the process has provisionally concluded) Environment and Place O&S Committee and make a recommendation on the appointments.
9. A communication strategy to advertise the roles will include BCP Council website and social media platforms.

### **Decisions and Options**

10. **Decision 1** – To agree to appoint co-opted independent members to the Environment and Place O&S Committee.

Options – The Council agreed that the appointment of co-opted members to the committee was a matter for the committee to decide. The committee may choose to

appoint up to two co-opted members or may choose not to appoint any co-opted members at all.

Reason for recommendation – co-opted members would help to strengthen wider public engagement in the Council's Overview and Scrutiny process and also brings a non-politically aligned voice to the process. These members could provide the O&S function with added community insight and be advocates for scrutiny as well as potentially being able to contribute subject expertise to the committee.

11. **Decision 2** – To agree the term of appointment.

Options – There is no indication from Council on the proposed length of the term of office for the co-opted members on the Environment and Place O&S Committee. The proposal is for an initial three years, with the option to extend for a further two years. Some O&S co-opted members' terms of office are for a maximum period of four years whilst other independent co-opted members' periods of office are two years.

Reason for recommendation - It would be inefficient and time consuming to seek annual appointments. A term of office for three years from May 2024 would align with the timetable for local government elections. It would then also bring the term of office in line with the co-opted members of other Overview and Scrutiny bodies. Following the initial appointment period all appointments would be for two years with the option to extend for a further two-year period by mutual agreement. A three plus two year appointment strikes a pragmatic balance for the initial co-opted members.

12. **Decision 3** - To agree the construct of the Panel, to shortlist and interview.

Options – The recommendation is for the committee to agree that a **panel of three** should be formed comprising:

- The Chair of the Environment and Place O&S Committee
- Two further Environment and Place O&S Committee elected members, who are either volunteers or to be selected by the Chair.

The committee may wish to consider an alternative selection process including whether appropriately qualified officers could be involved in providing additional subject expertise support.

The Panel would be supported by the Monitoring Officer and Scrutiny Officer.

Reason for recommendation – It is fair and reasonable for the committee to select the suitable individuals to augment the elected members of the committee with independent members. The provision for this has already been agreed by Council. Officers will provide the Panel with support throughout the process.

13. **Decision 4** – To agree an allowance payable to each independent co-opted member.

Options – It is recommended that the appointments be entitled to the 'Co-opted and Independent Members' Allowance as defined in Part 7 of the Constitution. The current allowance is £1,084 per municipal year payable to each independent



member. There is no requirement for any remuneration to be paid to co-opted members on Overview and Scrutiny O&S Committees.

Reason for recommendation - This figure is the same as that paid to the co-opted members on other Council committees and has been set by an independent remuneration panel. This figure may be reviewed by the independent remuneration panel to take into account this specific role and may therefore be subject to change if the committee agree that an allowance should be paid. The allowance should be fair and reasonable but not so large that it may compromise the independence of the individual receiving it. Allowances paid to co-opted members vary across different Local Authorities.

No specific budget exists within BCP Council for this allowance but has been included in the projected budget for 2024/25. Approved amendments to the Scheme of Allowances would be included in the Scheme of Members' Allowances approved at the annual meeting of Council.

### **Summary of financial implications**

14. See decision 4. The full year cost if the recommendation at decision 4 is agreed would initially be circa £2,200. This will rise in-line with agreed pay awards and would be subject to review by the independent remuneration panel.
15. No specific budget exists within BCP Council for this allowance. However, the Head of Democratic Services has limited but sufficient flexibility to absorb this relatively small additional cost within existing budgets on an ongoing basis, so no additional budget allocation is required. The amount forms part of the projected budget for 2024/25 for members allowances.

### **Summary of legal implications**

16. There is currently no statutory requirement for co-opted members to be appointed to Overview and Scrutiny Committees except in the case of a committee with responsibility for the education function.
17. In relation to the appointment of co-opted members to Overview and Scrutiny Committees, this power is conferred by s9FA(4) and (5) of the Local Government Act 2000. This provides for the co-option of a person onto a committee to occupy a non-voting position.
18. The decision in principle to appoint co-opted member(s) to any of the Overview and Scrutiny Committees is for Council to determine, with the Council agreeing to allow the facility to appoint in September 2023. This is reflected in Article 6 of the Council's constitution. The Council has delegated the decision as to whether or not to pursue appointment of co-opted members to the Environment and Place O&S Committee to the committee itself.

### **Summary of human resources implications**

19. Co-opted members will be required to comply with the Council's Code of Conduct for Members, which sets out standards of behaviour expected from all members. Additionally, they will be requested to complete a Declaration of Interests form in accordance with the code of conduct.

**Summary of sustainability impact**

20. There are no direct sustainability impact implications from this report.

**Summary of public health implications**

21. There are no direct public health implications from this report.

**Summary of equality implications**

22. Applications for the position(s) of Independent Co-opted member(s) to the Committee will be open to all residents over the age of 18 in BCP Council and will be carried out in accordance with the Council's duties under the Equality Act 2010.

**Summary of risk assessment**

23. Subject to adequate vetting procedures and adherence to the Person Specification, this initiative should provide additional expertise, and the contribution of different perspectives and provide an opportunity for community engagement through a role in the scrutiny of the Council.

**Background papers**

Council Agenda and Reports – 12 September 2023

**Appendices**

Appendix A – DRAFT Committee Independent Member Role Profile and person specification

**DRAFT Environment and Place Overview and Scrutiny Committee Independent Co-opted Member Role Profile and Person specification**

**Do you have the time and skills to make a positive and independent contribution to Bournemouth Christchurch and Poole Council's Environment and Place Overview and Scrutiny Committee?**



**Background:**

Bournemouth Christchurch and Poole (BCP) Council is currently looking for two independent co-opted members to join its Environment and Place Overview and Scrutiny Committee to contribute to enhancing the contribution of the Council's Overview and Scrutiny function from approximately May 2024.

As a co-opted member you will serve an initial term of 3 years, the option to renew for a further 2 year term may be mutually agreed. Thereafter the Council will seek to appoint new independent members.

You will receive an annual allowance payable to co-opted and independent members of £1,084 (TBD - current rate, 23/24) payable monthly in arrears. This figure is set by an independent remuneration panel and may be subject to change.

Notice of intent to resign from the role can be given at any time, no 'period of notice is required'.

As an independent co-opted member you will be required to comply with the Council's Code of Conduct for Members, which sets out standards of behaviour expected from all members. Additionally, you will be required to complete a Declaration of Interests form on the basis set out in the Code of Conduct.

The estimated time commitment required to undertake the role will vary, on average it would involve attendance at approximately 5 evening meetings a year. Typically, these meetings will start at 6pm and last approximately 2 to 3 hours. There will be a need for associated reading of the prepared reports and papers. Meetings will tend to be in person at the BCP Council Bournemouth Civic Centre. There may be informal meetings or working groups held throughout the year. These may be in person or electronically. There will also be opportunities for training to assist co-opted members in carrying out their role. As independent members have no voting rights it will be possible to attend meetings electronically, although attendance in person is preferred.

Please note BCP Council Overview and Scrutiny Committee meetings are held in public, live streamed and recorded.

### **Brief Role Description:**

- To be an independent non-voting member of the Environment and Place Overview and Scrutiny Committee, providing external challenge and support.
- To prepare for each meeting by reading the agenda papers and additional information to familiarise yourself with the issue under scrutiny. Prior to the meeting consider the questions you may wish to put to Cabinet Members, Officers and external witnesses.
- To act as a non-party political voice for the residents of BCP Council.
- To provide challenge and ask questions that draw out relevant facts and explanations.
- To bring specialist knowledge and/or skills to the scrutiny process and/or to bring an element of external challenge.
- To seek understanding and provide solutions.
- To take an interest in, attend and contribute to any working groups to which you are appointed.
- To establish good relations with other members, officers and co-opted members.
- To abide by the relevant sections of the Council's Constitution in terms of the rules and procedures for Scrutiny, Committee proceedings and the Code of Conduct.

### **Person Specification**

Persons interested in the role should have:

- A keen and genuine interest in achieving improvements in public services for local people.
- The ability to communicate effectively and build good relations with other members and officers.
- A respect for confidentiality.
- Respect for the views of others and the ability to consider issues in a fair and non-judgemental way.
- The ability to problem-solve and look for innovative new ways of working that will achieve improvements in services.
- An interest in local government and those areas within the remit of the committee.
- An awareness of the key priorities for the Environment and Place O&S Committee and BCP Council in general in providing services to local people.
- The need for a high degree of sensitivity and discretion.
- Previous experience of environmental or housing issues would be advantageous.
- Good IT skills including the ability to access reports and information electronically.
- The ability to work as part of a team and contribute to the work of the committee.

- The ability to demonstrate objectivity, integrity and discretion in decision making.

### **Eligibility:**

To be eligible to become a BCP Council Independent member of the Environment and Place O&S Committee you should:

- Not be active in local or national politics.
- Not be a member of a political party, pressure group or a member of an organisation or association which is not open to the public without formal membership and/or commitment of allegiance and/or has secrecy about rules or membership or conduct.
- Not have a close relationship with any councillor or officer of the Council.
- Not have current business dealings with the Council, such as providing works, goods or services, which the Council considers to be significant.

The following persons cannot be an independent co-opted member:

- You must not be a BCP Council councillor or officer
- You must have no unspent criminal convictions.
- You must not be declared undischarged bankrupt.
- You must not be under the age of 18.

### **Application**

If you are interested in being considered, please send an email (no more than 1000 words) detailing your skills, knowledge and experience that are applicable to the role to [scrutiny@bcpcouncil.gov.uk](mailto:scrutiny@bcpcouncil.gov.uk)

Please also include your own contact details and those of one referee.

BCP Council promotes equal opportunities, applications are welcome from all sections of the community irrespective of race, gender, gender reassignment, age, disability, sexuality, religion or belief.

The Terms of Reference for the BCP Council Environment and Place O&S Committee are attached to this advert. Other information is available on request from the Director of Law & Governance (Monitoring Officer) or Overview and Scrutiny Specialist on xxx.

Environment and Place Overview and Scrutiny Committee information can be viewed here:

<https://democracy.bcpccouncil.gov.uk/mgCommitteeDetails.aspx?ID=610>

For an informal chat about the role please contact the Overview and Scrutiny Specialist on xxx

The closing date for receipt of applications is xxxx. A short-listing exercise and interviews will follow shortly afterwards.



Any interview panel will comprise:

- The Chairman of the Environment and Place O&S Committee (or their delegate)
- Plus two other members of the committee

The Monitoring Officer and Overview and Scrutiny Specialist will support the interview panel as required during shortlisting and interviews.

## ENVIRONMENT AND PLACE OVERVIEW AND SCRUTINY COMMITTEE



Report subject	<b>Work Plan</b>
Meeting date	17 January 2024
Status	Public Report
Executive summary	The Environment and Place Overview and Scrutiny (O&S) Committee is asked to consider and identify work priorities for publication in a Work Plan.
<b>Recommendations</b>	<p><b>It is RECOMMENDED that:</b></p> <p><b>the O&amp;S Committee consider, update and confirm its Work Plan subject to further development at a work programming workshop.</b></p>
Reason for recommendations	The Council's Constitution requires all Overview and Scrutiny Committees to set out proposed work in a Work 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 Work Plan. When approved, this should be published with each agenda. It is good practice for the Work Plan to be kept under regular review by the Committee, and in this report members are asked to discuss and agree work priorities for the next meeting to allow sufficient time for report preparation as appropriate. See the Work Plan attached at Appendix B to this report.
2. Preparations for a forward planning workshop are in hand. Workshops for some O&S bodies have been delayed pending a decision on the O&S structure. Board members are therefore advised that minimal Work Plan review is required at this stage and a more in-depth review, to plan work for the whole municipal year, may take place at the workshops.
3. For guidance, the following documents are appended to this report:
  - Appendix A -Terms of Reference for all O&S Committees
  - Appendix B - Current Environment and Place O&S Committee Work Plan
  - Appendix C – Request for consideration of an issue by Overview and Scrutiny
  - Appendix D - Current Cabinet Forward Plan

## O&S Committees terms of reference

4. Changes to the O&S Committee structure were agreed by Council on 12 September 2023. Among other changes, the Place O&S Committee has been renamed the Environment and Place O&S Committee; the remit of the Committee has been updated. Figure 1 within Appendix A - 'Terms of Reference for all O&S Committees' outlines this update.

## BCP Constitution and process for agreeing Work Plan items

5. The Constitution requires that the Work 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.
6. An O&S Committee may take suggestions from a variety of sources to form its Work 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.
  7. 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 Work Plan of the O&S Committee without an assessment of this information.
  8. Any Councillor may request that an item of business be considered by an O&S Committee. Members 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.
  9. 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 5 December 2023 and is supplied as Appendix D to this report.

#### **Resources to support O&S work**

10. 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.
11. 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.
12. 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.

13. Bodies commissioned by an O&S Committee (such as Sub-Committees or Working Groups) may have conferred upon them the power to act on behalf of the parent body in considering issues within the remit of the parent body and making recommendations directly to Portfolio Holders, Cabinet, Council or other bodies or people within the Council or externally as appropriate.

### **Options Appraisal**

14. The Committee is asked to agree work priorities for the next meeting, taking account of the supporting documents provided. This will ensure member ownership of the Committee Work Plan by newly elected members to the Committee, and that reports can be prepared in a timely way, as appropriate.
15. Should the Committee not agree priorities for its next meeting, 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**

16. There are no direct financial implications associated with this report. The Committee should note that when establishing a Work 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 10 to 13 above.

### **Summary of legal implications**

17. The Council's Constitution requires all O&S Committees 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**

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

### **Summary of sustainability impact**

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

### **Summary of public health implications**

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

### **Summary of equality implications**

21. 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**

22. 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 Environment and Place O&S Committee Work Plan

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

Appendix D – Current Cabinet Forward Plan

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## **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.

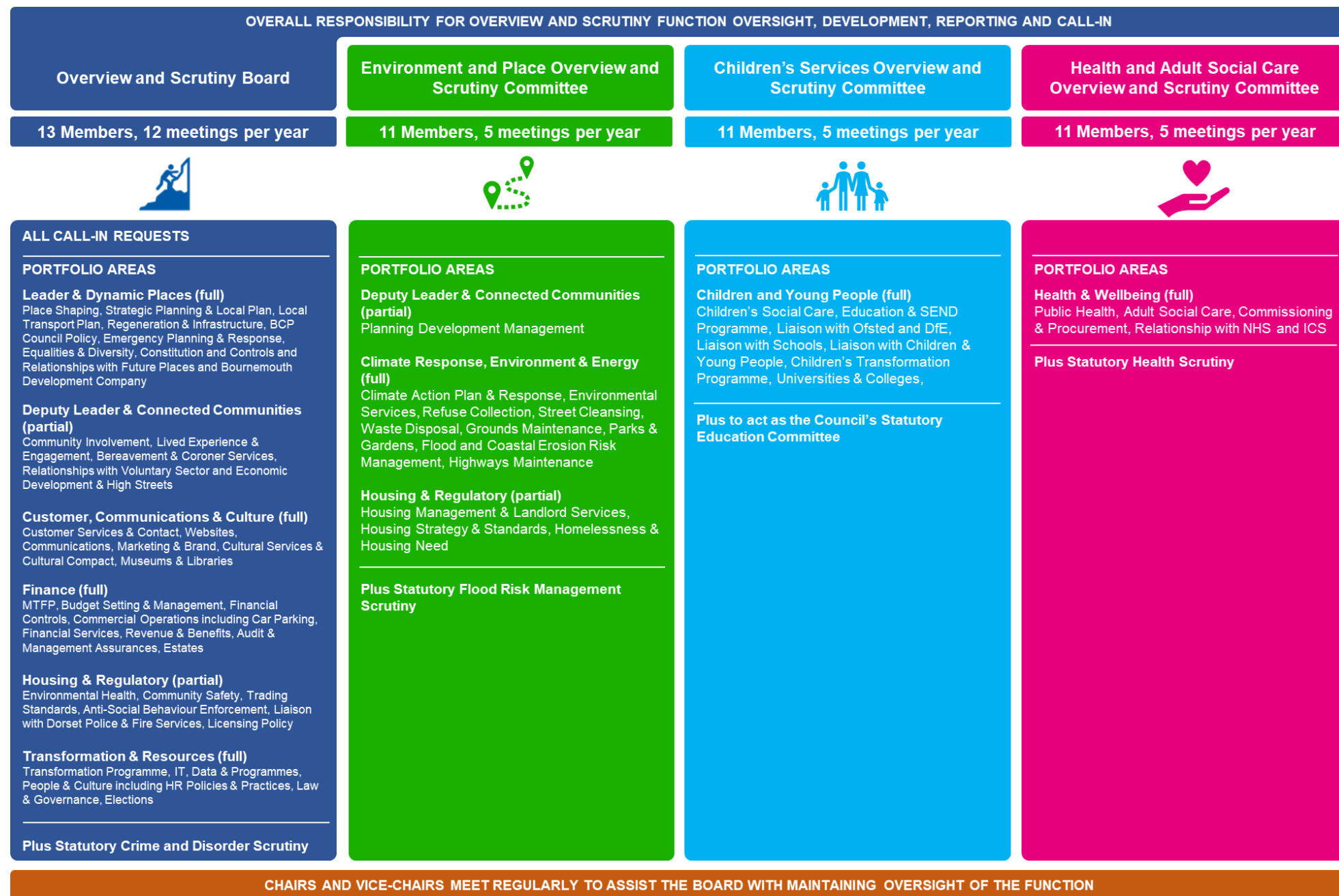
**Figure 1 below provides an outline of the responsibilities of each Committee.**

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 Environment and Place Overview and Scrutiny Committee

The following work plan items are suggested as early priorities to the Place O&S Committee by the Chair and Vice Chair, following consultation with officers. Updated: 18.11.23

	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
<b>Meeting Date: 6 December 2023</b>					
1.	<b>Planning Performance Update</b> To consider a report providing an update on this issue since last considered by the Committee.	To enable the Committee to maintain oversight of this issue and target scrutiny as required.	Committee Report or information only paper	PH – Connected Communities  Director of Planning and Destination	Contact Democratic Services for further information – suggested issue from O&S Board for consideration.
2.	<b>School Streets</b> To consider the outcome from the 4 trial schemes and potential future plans.	To enable the committee to maintain an oversight of this issue and contribute as appropriate.	Presentation and talk from officers	PH – Connected Communities and PH - Climate Response, Environment & Energy  Director of Growth and Infrastructure	Contact Democratic Services for further information – request agreed by Chair /Vice-Chair for consideration.
3.	<b>Appointment of Co-opted members to the Environment and Place O&amp;S Committee</b> To consider options for appointing co-opted members.	For the committee to determine if it wishes to appoint co-opted members. Co-opted members can play a significant role in contributing expertise or community involvement.	Committee Report	Scrutiny Specialist / Monitoring Officer	Contact Democratic Services for further information
<b>Meeting Date: 28 February 2024</b>					
1.	<b>Climate Action Annual</b>	To enable the committee to maintain an oversight of this	Committee		Contact Democratic Services for further

	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
	Report	issue and contribute as appropriate.	Report		information
<b>DATE to be allocated</b>					
<b>Commissioned Work</b> 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.					
1.	<b>Tree Strategy Working Group</b> To consider and feed into the developing Tree Strategy for BCP	To ensure that there is an overview on this issue and member engagement as the strategy develops	Task and Finish Group	PH – Climate response, Environment and Energy	A new group has now been constituted with a changed membership following the election and is due to begin meeting.
<b>Update Items</b> The following items of information have been requested as updates to the Committee (none at present). 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.					
<b>Annual Reports</b>					
	<b>Climate Plan</b> Annual report – to consider the Council's work in response to the Climate Emergency	To enable the Committee to monitor this issue and target scrutiny as required.	Committee Report	PH – Dynamic Places / PH – Climate response, Environment and Energy	

## Request for consideration of an issue by Overview and Scrutiny

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### **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.bcpCouncil.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**

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Document last reviewed – January 2022

Contact – [democratic.services@bcpcouncil.gov.uk](mailto:democratic.services@bcpcouncil.gov.uk)

# CABINET FORWARD PLAN – 1 DECEMBER 2023 TO 31 MARCH 2024

(PUBLICATION DATE – 05 December 2023)



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)?
Medium Term Financial Plan (MTFP) Update	Provide update on the councils MTFP	No	Cabinet 13 Dec 2023  Council 9 Jan 2024	All Wards	N/a	N/a	Matthew Filmer, Adam Richens, Nicola Webb	Open
Corporate Strategy Summary 2023/24 - 2026/27		Yes	Cabinet 13 Dec 2023				Isla Reynolds	



<b>What is the subject?</b>	<b>What is the purpose of the issue?</b>	<b>Is this a Key Decision?</b>	<b>Decision Maker and Due Date</b>	<b>Wards</b>	<b>Who are the key stakeholders to be consulted before the decision is made?</b>	<b>What is the consultation process and period</b>	<b>Officer writing the report</b>	<b>Is the report likely to be considered in private (i.e., it contains confidential or exempt information)?</b>
Consultation on the draft Bournemouth, Christchurch and Poole Local Plan	To seek agreement to publish the draft (Pre submission) version of the Bournemouth, Christchurch and Poole Local Plan for consultation prior to the submission of the plan for examination.	Yes	Cabinet 13 Dec 2023  Council 9 Jan 2024	All Wards			Steve Dring, Paul Feehily	Open
Housing and Property Compliance Update (Housing Revenue Account)	To provide an update on meeting legal requirements to ensure that council properties are safe to occupy.	No	Cabinet 13 Dec 2023	All Wards			Simon Percival	Open
CNHAS for 2023 -2028 inc Project Approvals	To present to the three town council members a review of the last 2 years of CNHAS, recommendations for next major housing led projects, Homes England strategic considerations and investment focus towards addressing a diverse set of needs.	No	Cabinet 13 Dec 2023  Council 9 Jan 2024	All Wards			Nigel Ingram	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)?
Building Stronger Foundations - Children's Services Transformation Business Case	In July 2023 Children's Services when they presented the original transformation Business Case were requested to come back to cabinet and report on progress made .	No	Children's Services Overview and Scrutiny Committee 21 Nov 2023  Cabinet 13 Dec 2023	All Wards			Cathi Hadley, Shirley McGillick	Open
Electric Vehicle Charging Infrastructure (EVCI) Strategy and Local Electric Vehicle Infrastructure (LEVI) Grant	To seek Council approval to accept and invest the capital grant, subject to final confirmation, and to recommend to Council the adoption of the Electric Vehicle Charging Infrastructure (EVCI) Strategy to 2030.	Yes	Cabinet 13 Dec 2023  Council 9 Jan 2024	All Wards	Public consultation on draft Electric Vehicle Infrastructure Strategy	Public consultation complete (closed 01.10.2023)	John McVey, 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)?
Albert Road (Bournemouth) Loading Bay Proposal - P41 2023	To consider the recommendation to install a new loading bay in Albert Road, Bournemouth to enable safe deliveries to local businesses and residential properties. To enable this the current disabled bay will be moved to a new location.	No	Cabinet 13 Dec 2023	Bournemouth h Central		Legal TRO 21 day notice period has taken place with comments received.	Andy Brown, Rob Walter	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 Proposals, Canford Paddock Development Waiting Restriction Proposals P38 2023	The report seeks approval to implement TROs for no waiting at any time restrictions throughout the development. The scheme is linked to Section 106 Agreement as part of the Planning Process.	No	Cabinet 13 Dec 2023	Bearwood & Merley	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 by undertaking a 21-day public consultation opened on Friday 2 June 2023 where a notice was placed in the Bournemouth Echo, notification emails were sent to all councillors statutory consultees and Street Notices with consultation details were displayed in relevant locations. The Deposited Documents (consultation documents) were also published on the council's website.	Julian McLaughlin	Open

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Council Tax Base 2024/25	To set the council tax base for 2024/25	No	Cabinet 10 Jan 2024  Council 20 Feb 2024	All Wards			Matthew Filmer	Open
Q2 2023/24 Corporate Performance Report	To provide an update on progress in delivering the BCP Corporate Strategy, adopted by Full Council in November 2019.	No	Cabinet 10 Jan 2024	All Wards			Vicky Edmonds	Open
Tenancy Strategy	To set out the approach for a revised Tenancy Strategy.	No	Cabinet 10 Jan 2024	All Wards	Council tenants and registered providers of social housing.	Consultation with key stakeholders has been completed.	Seamus Doran	Open



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Active Travel Fund 4 (ATF4)	The inform Cabinet that the Council has been awarded £3.78m of ATF4 grant and seek endorsement from Cabinet to Council to delegate the delivery of the ATF4 programme to the Director for Infrastructure in consultation with Portfolio Holder.	Yes	Cabinet 10 Jan 2024  Council 20 Feb 2024	Alderney & Bourne Valley; Boscombe West; Bournemouth Central; Hamworthy; Newtown & Heatherlands; Parkstone; Talbot & Branksome Woods; Wallisdown & Winton West; Westbourne & West Cliff			Julian McLaughlin, Richard Pincroft	Open
Proposed shared FCERM Service with East Devon District Council	To consider proposal to broaden the Flood and Coastal Erosion Risk Management Service via implementation of a Shared Service Agreement with East Devon District Council.	No	Cabinet 10 Jan 2024		BCP CMB & Cabinet East Devon District Council Cabinet		Matt Hosey	Open

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Beach Road Car Park (part of)	An Outline Business Case produced by FuturePlaces was approved by Cabinet in March 2023. This report provides additional options for consideration.	Yes	Cabinet 10 Jan 2024  Council 20 Feb 2024	Canford Cliffs	Ward Councillors		Irene Ferns, Sarah Good, Julian McLaughlin	Open
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 10 Jan 2024	All Wards			Matti Raudsepp	Open

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Traffic Order Proposal, TCF Darby's Lane C.5.2 P40 2023	To seek approval to make and seal the Traffic Regulation Orders after the statutory consultation with the public.	No	Cabinet 10 Jan 2024	Oakdale	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 detailed below. A 21-day public consultation opened on Friday 20 June 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 were displayed in relevant locations. The Deposited Documents (consultation documents) were also published on the council's website.	Julian McLaughlin	Open

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Budget Monitoring Quarter 3	To update cabinet on Quarter 3 budget monitoring	No	Cabinet 7 Feb 2024	All Wards			Matthew Filmer	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
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

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Creekmoor Community Land Trust Affordable Housing Develeopment	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
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	Open
Housing Strategy - Annual Summary Review		No	Cabinet 7 Feb 2024				Kerry-Marie Ruff	

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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 6 Mar 2024	Commons			Rebecca Landman	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 6 Mar 2024	Canford Cliffs			Rebecca Landman	Open



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LTP Capital Programme 2024/25	This report sets out and seeks financial approval for investment of the 2024/25 Local Transport Plan (LTP) grant allocation (capital funding) from the Department for Transport (DfT). It is expected that the 2024/25 LTP Capital grant allocation for the Council will be £7.9 million comprising £3.1 million of Integrated Transport Block (ITB) funding and £4.8 million of Highway Maintenance funding (tbc).	Yes	Cabinet 6 Mar 2024	All Wards			Julian McLaughlin	Open

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20mph Scheme 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

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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 10 Apr 2024	Christchurch Town; East Southbourne & 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

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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
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

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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
Accelerating Gigabit Fibre (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
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

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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
Pay & Reward - New Terms and Conditions of Employment	To seek approval for the Council's new terms and conditions of employment, including new pay and grading arrangements.	No	Cabinet Date to be confirmed		Proposals have been developed through a process of collective bargaining with recognised Trade Unions. CMB, directorate leadership teams and employees have also been consulted at various stages during the project and informed the development of proposals		Lucy Eldred, Jon Burrows	Fully exempt



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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

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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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The Royal Arcade, Boscombe CPO	To seek approval for the making of an order for the Council to compulsory purchase the Royal Arcade, Boscombe.	Yes	Cabinet  Council  Dates to be confirmed	Boscombe West	Landowners and occupiers of the Royal Arcade, adjacent land owners, people who live and work in Boscombe, businesses, visitors from the wider area, the Portfolio Holder for Dynamic Places and Ward Councillors.	Ongoing on project since 2020	Julian McLaughlin	Open
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			Steve Dring, Martin Whitchurch	Open

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