



OFFICER DECISION RECORD

This form should be used to record Executive decisions taken by Officers

Decision Ref. No:			
Service Area:	Operations	Date:	21/06/21
Contact Name:	Richard Pearson	Tel No:	
E-mail:	Richard.pearson@bcpcouncil.gov.uk		
Subject:	Assessing Requests for Minor Transport Schemes		
Decision taken: To approve the method of assessing minor transport scheme requests carried out by the Transport and Engineering Directorate, on the basis of Officer Guidance document and as shown in Appendices A to I referenced in that document.			
Reasons for the decision:			
There is a requirement to amalgamate the minor transport scheme assessment processes previously adopted by the former legacy authorities for use across BCP Council as Officer Guidance.			
Background:			
The Council receives numerous requests from residents for minor improvements to the highway network, including dropped kerbs at crossing points, controlled pedestrian and cycle crossings, traffic calming and road safety measures, 20mph zones and limits, improvements around schools, speed and vehicle activated signs, traffic regulation orders (such as double yellow lines), traffic signs and road safety audits. There is a need for harmonisation of the separate ranking processes applied by the former Bournemouth, Christchurch and Poole Councils. Once approved the Officer Guidance and prioritisation process will be fully aligned across the whole BCP area and provide for a consistent, proportionate and fair approach across the area.			
Consultations undertaken:			
Consultation:			
Members consulted:			
•Cllr Mike Greene Cabinet Member for Transport and Sustainability			
Officers consulted:			
•Julian McLaughlin – Service Director, Transport and Engineering			
•Richard Pincroft – Head of Service, Transportation			
•Martin Baker – Road Safety Team Leader			
•Andy Brown – Traffic Team Lead			

Note: It is the responsibility of the 'Responsible Officer' – that is the Officer making the decision – to obtain the comments and signature of the Chief Finance Officer and Monitoring Officer **before** taking the decision and then send the completed record of the decision to Democratic Services for publication.

Finance and Resourcing Implications:

The projects implemented as a result of these assessments are funded through the annual capital improvement programme and that programme is approved separately on an annual basis. Schemes will only be implemented if there are sufficient funds within the Capital Programme.

Name: Adam Richens

Date: 21 June 2021

Redacted

Signature (of Chief Finance Officer):

Legal Implications:

Under the provisions of the Highways Act 1980 Section 62 the Council as Highway Authority has the power to make improvements to the public highway.

Name: Susan Zeiss

Date: 22 June 2021

Redacted

Signature (of Monitoring Officer):

Summary of Sustainability Impact

Where schemes are assessed for delivery under this process they will help promote sustainable travel and only therefore have an overall positive environmental impact.

Summary of Public Health Implications

Where schemes are assessed for delivery under this process they will only have positive public health implications.

Risk Assessment:

There are no significant risks associated with these changes.

Name: Martin Baker

Date: 27 April 2021

Signature (of Officer Completing Assessment): *Martin Baker*

Impact Assessments:

There are no adverse Equalities impacts. The assessment process includes consideration of groups with protected characteristics, in particular age, disability, pregnancy and maternity. Where schemes are brought forward for implementation they only have positive impacts for these groups. The Equality Impact Assessment screening tool is included at Appendix J.

Information for publication / not for publication

There are no reasons this decision should be withheld from publication.

Background Papers

None

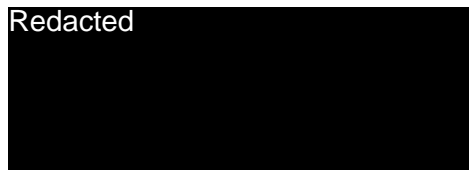
Any declaration of interest by the Officer responsible for the decision	Nature of Interest
No	

Note: No Officer having an personal financial interest in any matter should take a decision on that matter. Other interests of a non-disqualifying matter should be recorded here.

Any conflict of interest declared by a Cabinet Member who is consulted by the Officer taking the decision	Name of Cabinet Member	Nature of interest	Details of any dispensation granted by the Monitoring Officer
No			

Decision taken by:

Julian McLaughlin – Service Director for Transport and Engineering

Redacted


Signature:

Date of Decision: 22/6/2021

Date Decision Effective: 22/06/2021

Date of Publication of record of decision: (to be inserted by Democratic Services)

Note: A record of this decision should be kept by the Service Area within which the decision falls.

Include additional guidance if considered appropriate