

Public Document Pack

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Date: Monday, 1 November 2021

To all Members of the Council

** Physical Meeting

While the meeting will take place in person at the Town Hall it will also be live broadcast on YouTube (see link below). In line with ongoing public health advice, members of the public and media are encouraged to watch the meeting online and not to attend in person. Should you wish to attend in person we ask that you notify the Contact Officer above at least 24 hours before the meeting as this will help us to manage the meeting safely.

Dear Sir or Madam

Summons to attend the Council Meeting – Tuesday, 9 November 2021 at 6.00 pm New Council Chamber, Town Hall

You are requested to attend the Meeting of the Council to be held at 6.00 pm on Tuesday, 9 November 2021.

Please Note that any member of the press and public may listen in to proceedings at this meeting via the weblink below –

<https://youtu.be/mJG85EaWvhk>

The agenda is set out below.

Yours faithfully

Assistant Director Legal & Governance and Monitoring Officer

This document and associated papers may be made available in a different format on request.

Agenda

1. **Public Participation, petitions, and deputations (Standing Orders 2 (vi) and 17) (Agenda item 1)**

The Council will hear any person who wishes to address it in accordance with the Standing Orders. The Chairman will select the order of the matters to be heard. Each person will be limited to a period of five minutes for public participation and deputations and three minutes for petitions. This section of the meeting must not exceed 30 minutes and discussion must not refer to a current planning application.

The Council will also receive questions from the public and provide answers thereto, subject to the Chairman being satisfied that the questions are relevant to the business of the meeting.

Requests must be submitted in writing to the Assistant Director Legal & Governance and Monitoring Officer, or to the officer mentioned at the top of this agenda letter, by noon on the day before the meeting and the request must detail the subject matter of the address.

Note: Given the limited space in the council chamber due to ongoing social distancing measures, anyone wishing to address the Council is encouraged to submit a full written statement by the above deadline which will be published in advance and read out on your behalf by an officer at the meeting.

2. **Apologies for Absence (Agenda item 2)**

3. **Petitions to be presented by Members (Standing Order No. 16) (Agenda item 3)**

These have to be received by the Assistant Director Legal & Governance and Monitoring Officer by 12.00 noon on the day of the meeting.

4. **Declaration of Disclosable Pecuniary Interest (Standing Order 37) (Agenda item 4)**

A Member must declare any disclosable pecuniary interest where it relates to any matter being considered at the meeting. A declaration of a disclosable pecuniary interest should indicate the interest and the agenda item to which it relates. A Member is not permitted to participate in this agenda item by law and should immediately leave the meeting before the start of any debate.

If the Member leaves the meeting in respect of a declaration, he or she should ensure that the Chairman is aware of this before he or she leaves to enable their exit from the meeting to be recorded in the minutes in accordance with Standing Order 37.

5. **Minutes (Agenda item 5) (Pages 7 - 16)**

21 September 2021 to approve as a correct record (attached).

6. Motions by Members (Standing Order No. 14) (Agenda item 6)

None.

7. Matters referred from previous meeting (Agenda item 7)

None.

8. Chairman's announcements (Agenda item 8)

9. Leader's announcements (Agenda item 9)

10. Chief Executive's announcements (Agenda item 10)

11. Forward Plan dated 2 November 2021 (Agenda item 11) (Pages 17 - 30)

(attached)

12. Policy and Scrutiny Panel Report (Agenda item 12)

None

13. Corporate Parenting Responsibilities (Agenda item 13) (Pages 31 - 36)

Report of Councillor Gibbons (attached)

14. Question Time (Standing Order No.18) (Agenda item 14)

Questions must relate to issues relevant to the work of the Executive. Question Time will normally last for 20 minutes.

Members are requested to supply the Democratic Services Officer with a note of each question at, or just after, the meeting. A summary note of each question will be included in an appendix to the minutes.

15. Reports and matters referred from the Executive, 20 October 2021 (Agenda item 15)

None

16. Reports and matters referred from the Policy/Overview and Scrutiny Panels other than those dealt with elsewhere on this agenda (Agenda item 16)

None

17. Reports and matters referred from the other Committees other than those dealt with elsewhere on this agenda (Agenda item 17)

None

- 18. Reports on joint arrangements and external organisations and questions relating thereto (Agenda item 18) (Pages 37 - 38)**
- (1) **Avon Fire Authority**
None
- (2) **Avon and Somerset Police and Crime Panel**
Report from Councillor Westwood (attached)
- (3) **West of England Combined Authority Joint Scrutiny Committee**
None
- 19. Abbots Leigh, Ham Green, Pill and Easton-in-Gordano Neighbourhood Plan (Agenda item 19) (Pages 39 - 42)**
- Report of Councillor Canniford (attached)
- 20. Adoption of the Revised North Somerset Parking Standards SPD Following Public Consultation (Agenda item 20) (Pages 43 - 108)**
- Report of Councillor Canniford (attached)
- 21. Commissioning Plan Approval - Flexible Framework for the Procurement of Independent Fostering Providers for Placements for Children and Young People (Agenda item 21) (Pages 109 - 120)**
- Report of Councillor Gibbons (attached)
- 22. Commissioning Plan for the Design and Build Contract of the A38 Major Road Network (MRN) Scheme and Associated Professional Services (Agenda item 23) (Pages 121 - 138)**
- Report of Councillor Bridger (attached)
- 23. Draft Municipal Calendar 2022-23 (Agenda item 23) (Pages 139 - 144)**
- Report of Assistant Director Legal & Governance and Monitoring Officer (attached)
- 24. Birnbeck Pier (Exempt Report) (Agenda item 24)** (Pages 145 - 192)
- (exempt under para 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information)).
- Exempt report of Councillor Canniford (attached)
- 25. Urgent business permitted by the Local Government Act 1972 (if any) (Agenda item 25)**
- For a matter to be considered as an urgent item, the following question must be addressed: “What harm to the public interest would flow from leaving it until the next meeting?”. If harm can be demonstrated, then it is open to the Chairman to

rule that it be considered as urgent. Otherwise the matter cannot be considered urgent within the statutory provisions.

Exempt Items

Should the Council wish to consider a matter as an Exempt Item, the following resolution should be passed -

“(1) That the press, public, and officers not required by the Members, the Chief Executive or the Director, to remain during the exempt session, be excluded from the meeting during consideration of the following item of business on the ground that its consideration will involve the disclosure of exempt information as defined in Section 100I of the Local Government Act 1972.”

Mobile phones and other mobile devices

All persons attending the meeting are requested to ensure that these devices are switched to silent mode. The chairman may approve an exception to this request in special circumstances.

Filming and recording of meetings

The proceedings of this meeting may be recorded for broadcasting purposes.

Anyone wishing to film part or all of the proceedings may do so unless the press and public are excluded for that part of the meeting or there is good reason not to do so, as directed by the Chairman. Any filming must be done as unobtrusively as possible from a single fixed position without the use of any additional lighting, focusing only on those actively participating in the meeting and having regard to the wishes of any members of the public present who may not wish to be filmed. As a matter of courtesy, anyone wishing to film proceedings is asked to advise the Chairman or the Assistant Director Legal & Governance and Monitoring Officer’s representative before the start of the meeting so that all those present may be made aware that it is happening.

Members of the public may also use Facebook and Twitter or other forms of social media to report on proceedings at this meeting.

Emergency Evacuation Procedure

On hearing the alarm – (a continuous two tone siren)

Leave the room by the nearest exit door. Ensure that windows are closed.

Last person out to close the door.

Do not stop to collect personal belongings.

Do not use the lifts.

Follow the green and white exit signs and make your way to the assembly point.

Do not re-enter the building until authorised to do so by the Fire Authority.

Go to Assembly Point C – Outside the offices formerly occupied by Stephen & Co

Minutes

of the Meeting of

The Council

Tuesday, 21 September 2021

New Council Chamber - Town Hall

Meeting Commenced: 6.00 pm

Meeting Concluded: 8.48 pm

Councillors:

Richard Westwood (Chairman)
Karin Haverson (Vice-Chairman)

Mark Aplin
Nigel Ashton
Mike Bell
Mike Bird
Steve Bridger
Gill Bute
Mark Canniford
Ashley Cartman
John Cato
Caritas Charles
Caroline Cherry
James Clayton
Sarah Codling
Andy Cole
Peter Crew
John Crockford-Hawley
Ciaran Cronnelly
Catherine Gibbons
Hugh Gregor
Ann Harley
David Hitchins
Steve Hogg
Nicola Holland
Patrick Keating
John Ley-Morgan
Stuart McQuillan
Phil Neve
Robert Payne
Marcia Pepperall
Bridget Petty
Lisa Pilgrim
Geoffrey Richardson
David Shopland

Timothy Snaden
Mike Solomon
James Tonkin
Richard Tucker

Apologies: Councillors Peter Bryant, Wendy Griggs, Sandra Hearne, Ruth Jacobs and Roz Willis.

Officers in attendance: Jo Walker (Chief Executive), Sheila Smith (Director of Children's Services), Nicholas Brain (Assistant Director Legal & Governance and Monitoring Officer) and Mike Riggall (Information and ICT Security Manager)

Partaking via Microsoft Teams: Councillors Mark Crosby, Donald Davies, Caroline Goddard, Huw James, Ian Parker and Terry Porter.

Amy Webb (Director of Corporate Services), Sue Efford (Committee and Support Services Manager), Alex Hearne (Assistant Director (Placemaking & Growth)), Nicola Webb (Climate Emergency Project Manager) and Pip Hesketh (Interim Assistant Director, Education Partnerships).

COU Chairman's Welcome
49

The Chairman welcomed everyone to this face-to-face meeting of the Council in the New Council Chamber. He referred to the public health recommendations to exercise caution and the council's own health and safety advice which made it necessary to limit the number of councillors, officers and members of the public in attendance in the Chamber to ensure the meeting could take place safely.

He reported that for members and officers who did not yet feel comfortable attending in person or who were unable to attend there was an option to join the meeting via Microsoft Teams. This enabled them to partake in the debate remotely but they would not be formally "in attendance", and members joining remotely would not be able to vote nor count towards the quorum of the meeting.

The meeting was being streamed live on the internet and a recorded version would be available to view within 48 hours on the North Somerset Council website.

To avoid the need for councillors to sign an attendance register and for the benefit of those watching via YouTube, the Assistant Director, Legal & Governance and Monitoring Officer undertook a roll call of councillors to confirm attendance.

COU Public Participation, petitions, and deputations (Standing Orders 2(vi) and
50 17) (Agenda Item 1)

None

COU Petitions to be presented by Members (Standing Order No. 16) (Agenda Item
51 3)

None

COU 52 Declaration of Disclosable Pecuniary Interest (Standing Order 37) (Agenda Item 4)

None declared.

COU 53 Minutes of the meeting held on 19 July 2021 (Agenda Item 5)

Resolved: that the minutes be approved as a correct record.

COU 54 Motions by Members (Standing Order No. 14) (Agenda Item 6)

Elections Bill (Councillor Charles) (Agenda Item 6(1))

Councillor Charles introduced his Motion.

Motion: Moved by Councillor Charles and seconded by Councillor Cherry

“Council notes:

Councils are responsible for organising all elections in England. A recent Queen’s Speech contained government proposals to require people to show identification including a photograph in order to vote in a General Election.

Allegations of electoral registration or voter fraud are very rare in North Somerset and the rest of the UK.

Council believes:

Voting at elections is the cornerstone of democracy at both local and national level.

Participation in elections should be encouraged in all those who are qualified regardless of age, ethnicity or income.

Unnecessary barriers to voting are likely to reduce voter participation in elections, proper representation of all parts of the community and so legitimacy of those elected to office.

Voter ID is a solution without a problem and as such would introduce barriers to voting which should be of great concern to anyone who supports an open and effective democratic system of government.

Council Further Believes:

That this is only a part of a series of measures including new restrictions on protest and assembly, the independent integrity of the Electoral Commission and restrictions to third party campaigning which threaten to potentially criminalise those who wish to collectively campaign against Government policy.

That an opportunity has been wasted to work to develop cross party action on foreign funding of elections, the promotion of voter registration initiatives, tackling concerns around social media in elections and the influence of the media.

That the protection of democratic principles can be something achieved through consensus across all parties and welcomes those like David Davis and Ruth Davidson who have expressed their concerns regarding the elections bill.

Council Resolves:

To oppose the introduction of photo ID as a requirement to vote at polling stations.

To declare a democratic emergency and work to ensure that the councils new engagement strategy includes support to encourage and nurture citizen engagement through non biased independently managed schemes such as educational initiatives for schools on civic engagement and voter registration drives that target groups who are often reluctant to register to vote.

To request the Leader to write to the relevant minister indicating this opposition to voter ID and the reasons why and requesting this measure is considered and amended or withdrawn in later stages of the bills progress.

To further request that the Leader make clear to government that any new free voter ID card issued through local councils should be fully funded as a new burden and to highlight the importance of having an accessible and straightforward system of application.”

Seven members signalled their support for a debate on the Motion.

Councillor Charles spoke on the Motion and urged all members to support it. He stressed that allegations of voter fraud were rare and that the introduction of photo ID as a requirement to vote at polling stations was unnecessary, would introduce barriers to voting and threaten local democracy. It would be costly to implement and would place an additional financial burden on local councils. He referred to the far greater problem around voter engagement and ensuring electoral registers were up-to-date and suggested resources would be better spent in these areas.

In seconding the Motion, Councillor Cherry suggested there was no real evidence of voter fraud and no justification for the introduction of voter ID, with far greater priorities needing to be addressed.

In discussing the Motion members expressed opposition to the introduction of photo ID for voters and were generally supportive of the proposals as set out. It was generally agreed that such measures were not required and would erode democracy by deterring certain groups from voting. It was suggested that wider reform of the democratic system was needed with a focus on greater voter registration and engagement. An alternative view expressed was that the majority of people already used photo ID, this now being required in many situations, and that every effort should be made to maximise electoral integrity and improve voter confidence. Reference was made to the ongoing consultation by the Electoral Commission on this matter, with a suggestion that the outcome of this consultation should be awaited before dismissing proposals for voter ID.

Following further discussion, it was

Resolved: that the Motion as set out in full above be approved and adopted.

COU 55 Chairman's announcements (Agenda Item 8)

The Chairman was pleased to report he had attended two events in recent weeks, the opening of Chestnut Park School in Yatton and two degree ceremonies at Weston College.

He announced that with effect from the November Council meeting post-meeting refreshments would resume, with councillors being asked to pay £5 if they wished to partake. He thanked Councillor Crockford-Hawley for agreeing to arrange this.

He also announced that invitations had been sent out this week to the Chairman's Christmas Party taking place on 3 December 2021 at Princes Hall, Clevedon. A representative group of councillors had been invited together with guests from across North Somerset as a thank you for the help and support given during the pandemic. This event replaced the Chairman's carnival night following the cancellation of Weston carnival again this year.

The Chairman also welcomed Councillor Phil Neve, ward councillor for Congresbury and Puxton, to his first Council meeting.

COU 56 Leader's announcements (Agenda Item 9)

The Chairman announced the Leader had invited Councillor Gibbons as Executive Member for Children's Services and Lifelong Learning to provide an update on the situation at Ravenswood School in Nailsea following the recent extensive flood and electrical damage to the building.

Councillor Gibbons updated members on the latest position, confirming that officers were working hard to enable the school to be re-opened as quickly as possible. She highlighted actions in respect of works to the premises, measures to ensure educational continuity and wellbeing of the children and communication with parents and other parties. It was hoped that following an independent site visit and health and safety assessment the children would be able to return on Wednesday 29 September.

Members thanked Councillor Gibbons, the officer team and the school for their swift response in dealing with this difficult situation and for the open and transparent engagement with parents and others in pushing for a swift resolution. Councillor Gibbons responded to questions from members around the need for reassurances and confirmed that all options had been considered before taking the decision to close the school, that project supervision would be ongoing to ensure the remaining works ran smoothly, that lessons would be learnt from this experience and that parents would continue to be fully engaged and their concerns addressed.

COU 57 Chief Executive's announcements (Agenda Item 10)

None

COU 58 Political Balance Update (Agenda Item 11)

The Assistant Director, Legal & Governance and Monitoring Officer reported on the latest political balance following the recent by-election for the Congresbury and Puxton ward, as follows:

Independent 16: Conservative 13: Liberal Democrat 10: Labour 6: Green 4

COU 59 Forward Plan dated 1 September 2021 (Agenda Item 12)

Councillor Bell presented the Forward Plan on behalf of the Leader.

In response to a question regarding the forthcoming Director decision on the Weston to Clevedon Cycle route it was noted that Clevedon Town Council had recently been updated on the proposals and that various meetings had been arranged to brief interested parties.

Resolved: that the report be noted.

COU 60 Corporate Parenting Responsibilities (Agenda Item 14)

Councillor Gibbons presented the report. She drew attention to the letter to the Secretary of State from the Chair of the Independent Review of Children's Social Care outlining the 'early findings' for the Spending Review and congratulated the council's looked-after children on their recent exam successes. With reference to the Corporate Parenting Panel she thanked members for their commitment and asked that where unable to attend that they arranged substitutes to encourage wider participation. It was agreed to circulate future Panel meeting dates to all councillors and proposed that engagement would be further improved if the agenda papers for meetings were also sent to all councillors.

In discussing the report members welcomed the opportunity to recognise and celebrate the recent exam achievements of looked after children. Reference was made to the importance of understanding as corporate parents the chaotic lives that some children experienced and Councillor Gibbons referred to the various seminars run by the LGA on this subject. Reference was also made to the growing number of children with autism and the need for the council to have an autism strategy to fully address this.

Resolved: that the report be noted.

COU 61 Question Time (Standing Order No. 18) (Agenda Item 15)

Oral questions were directed to members concerned and the summary notes and topics involved are contained in Appendix 1.

COU 62 Reports on joint arrangements and external organisations and questions relating thereto - West of England Combined Authority (WECA) Joint Scrutiny Committee

Councillor James referred to the WECA meeting that had taken place earlier in the day and, with the Chairman's consent, gave a brief oral update on discussions at

that meeting. He confirmed that the Joint Committee had voted to cease support for Bristol Airport's expansion plans which may lead to a submission to the Airport Planning Inquiry before it concludes.

The agenda papers for the meeting are available to view on the WECA website and draft minutes will be available in due course.

COU 63 Development Programme: Approval of Commissioning Plan for Development of Weston Town Centre Sites (Agenda Item 20)

The Chairman announced that this item had been withdrawn due to ongoing work on the sites and would be brought back to a future meeting.

COU 64 Climate Emergency Progress Update (Agenda Item 21)

Councillor Petty introduced the report and thanked officers for their work on the progress update of key activities related to the Climate Emergency Strategy and Action Plan. She gave a slide presentation summarising the annual update of council carbon footprint and greenhouse gas emissions for the area and providing a brief overview of key achievements, challenges and required actions. The presentation slides are included within the Council report.

Councillor Petty proposed a further recommendation be added and that, as Executive Member, she write to Alok Sharma, President for the UN Climate Change Conference (COP26), confirming this council's commitment and pushing the government to demonstrate its genuine leadership as hosts of the International Climate Change Summit in November. This was seconded by Councillor Hogg.

Members thanked the Executive Member and officers for an excellent report and raised questions on key issues to which Councillor Petty responded. The following points were addressed: the impact of the 1.1% increase in temperatures as evidenced by recent extreme weather events and whether temperature targets were achievable; the key risk areas requiring the most urgent attention and the challenge in addressing these, with current figures suggesting the council would achieve net zero in 2106 rather than 2030; the importance of evidencing whether the council was moving towards its goals and the need for actual numbers and detailed information to be included under the 'Climate Change and Environmental Implications' section in reports to monitor this; if the council was serious in achieving its climate change commitments there was a need for every project to be looked at in detail in terms of what could be done better; the need to take a stance as community leaders and to bring the public along with us, as in the case of the Bristol International Airport expansion; the need for significant changes in relation to transport as the biggest emitter of CO₂; the need to consider what support could be offered to those working alongside the council to incentivise them to change to electric vehicles; issues around the introduction of Clean Air Zones and whether these should be supported; the need for the council to own the climate emergency and for individual councillors to challenge themselves and others to do more, giving people easy identifiable actions they can work towards to make a difference, such as the Plastic Free Weston Campaign; the need for clarification around the increase in carbon volumes for waste, with further education required around waste and recycling; the importance of honest and open discussion around targets and challenges, with a third of local councils

moving away from targets; a recognition of the complexities and the fact that local authorities had insufficient resources to achieve carbon neutrality, with tough decisions to be taken on what key services to cut if resources were to be re-directed to the climate emergency; the need for political leaders to show bravery in taking tough decisions to do the right thing which may not always be popular; the need to consider resilience to climate change as well as carbon reduction, investing in the council's estate, assets and how we deliver services to ensure they were fit for purpose; particular challenges for less affluent households in making some of the proposed changes and the need to widely publicise any funding and grants available to help make these changes; the need to put pressure on the government to insist on higher standards to drive down emissions; recognition of the efforts being made by this council to lead by example in building housing to high quality certified standards.

Motion: Moved by Councillor Petty, seconded by Councillor Hogg and

Resolved:

- (1) that the annual update of the council carbon footprint be noted;
- (2) that the annual update of North Somerset area emissions estimates be noted;
- (3) that the progress with specific initiatives within the Climate Emergency Strategy and Action Plan be noted;
- (4) that the Leader and Chief Executive share the council's achievements with local MPs and ask them to highlight significant climate change requirements in the forthcoming Comprehensive Spending Review; and
- (5) that the Executive Member writes to Alok Sharma, President for the UN Climate Change Conference (COP26), confirming this council's commitment and pushing the government to demonstrate its genuine leadership as hosts of the International Climate Change Summit in November.

COU 65 Urgent business permitted by the Local Government Act 1972 (if any)

None

Chairman

Appendix 1

Council Meeting, 21 September 2021 Question Time (agenda item 15)

1. Questions from Cllr Haverson to Cllr Bell, Executive Member for Adult Services, Health and Housing

Cllr Haverson asked the following questions of Cllr Bell:

“(1) Please can we have an update on whether or how NSC is conducting the Test and Trace? With the ongoing high case numbers, is it actually possible to carry this out in any meaningful way? and

(2) In relation to the messaging we give to our North Somerset residents about COVID symptoms, it is very clear that they have changed. Vaccinated or younger people have different symptoms when catching COVID compared to elderly people in the earlier waves. So the message needs updating. The most frequent symptoms of an infection in the current delta variant wave are a headache, a runny nose and sneezing, in other words symptoms very similar to a heavy cold. Loss of smell and a persistent cough are rarer now and occur in fewer than 50% of symptomatic cases. Even if central government has not updated this message, I feel that we need to do this and was shocked when our Director of Public Health was quoting the outdated symptoms.”

Cllr Bell responded that this council had started local support to the NHS Test and Trace in January and since June had been part of the Local Zero approach and was continuing to follow up every local contact. There was an agency assisting the council with this and it was possible to be flexible according to demands. Overall performance was good with the percentage of cases successfully contacted in North Somerset in the high 80s.

In response to the messaging around Covid symptoms he advised that the council was following the government line on this as it was important to ensure consistent messaging to minimise confusion and frustration. He confirmed the list of symptoms was in line with national guidance but that the council was ready to respond if this changed.

2. Question from Cllr Keating to Cllr Solomon, Executive Member for Neighbourhoods and Community Services

Cllr Keating asked the following question of Cllr Solomon:

“Can Cllr Solomon provide an update on the process to find a new future for Churchill sports centre. Can residents still have hope that this vital resource will reopen soon?”

Cllr Solomon responded this was still ongoing and there was no magic solution. He would ask for an update from officers and would pass this on to Cllr Keating.

3. Question from Cllr Aplin to Cllr Solomon, Executive Member for Neighbourhoods and Community Services

Cllr Aplin referred to the email sent earlier in the week offering a discount on next years' green bin collection to cover missed collections. He asked Cllr Solomon what the council would offer to those residents who didn't wish to sign up again next year, and how he would ensure any discount reflected the number of missed collections.

Cllr Solomon responded that consideration was being given to a compensation scheme but he was unable to provide full details at this stage. A formula would be used to determine the appropriate level of discount/compensation.

4. Question from Cllr Tucker to Cllr Solomon, Executive Member for Neighbourhoods and Community Services

Cllr Tucker asked the following question of Cllr Solomon:

“Further to our correspondence two to three months ago, could the Executive Member advise on progress please on the installation of litter bins for the two bus stops in the vicinity of Locking Road shops”

On behalf of Cllr Solomon, Cllr Bell reported that these bins had been installed the previous day.

5. Question from Cllr Pepperall to Cllr Solomon, Executive Member for Neighbourhoods and Community Services

Cllr Pepperall referred to a previous planning meeting seeking support for the airport link road, and an undertaking given that whilst a dual carriageway was not required, any bus-stops would have inlets to prevent hold ups on the road. She asked Cllr Solomon for an update on this.

Cllr Solomon undertook to raise this matter with officers and to respond to Cllr Pepperall in writing.

6. Question from Cllr McQuillan to Cllr Solomon, Executive Member for Neighbourhoods and Community Services

Cllr McQuillan welcomed the resumption of the green waste contract but asked Cllr Solomon how robust the date of 27 September was for the restart of waste collections, adding he would hate to see the service suspended again.

Cllr Solomon responded that the HGV driver shortage remained a serious concern and while everyone was trying their hardest he was unable to give any guarantees. The priority was to keep recycling and black bin waste collections running and he reminded members that composting or taking green waste to local recycling centres remained an option.



Forward Plan

for the four-month period commencing on

1st December 2021

published on 2 November 2021

This Forward Plan gives details of decision items to be presented during the forthcoming four months.

Councillors are invited to review the items and to consider whether any of them should be referred for scrutiny or discussed with the appropriate Executive Member.

Executive Members (8) (revised portfolios as announced at Council on 20 April 2021)

Leader of the Council - Councillor Don Davies: external liaison including strategic partnerships: Local Enterprise Partnership, North Somerset Partnership, Joint Executive Committee (WECA and North Somerset Council), Alliance, Police; strategic policy/corporate plan development, forward programme and strategic review; strategic communications and marketing (with Deputy Leader and Executive Member Engagement); strategic transport - transport policy, public transport, home to school transport, bus and rail strategy.

Deputy Leader of the Council and Executive Member for Adult Services, Health and Housing - Councillor Mike Bell: adult social care; Health and Wellbeing Board; public health and regulatory services; NHS, health and liaison; emergency management; housing solutions, private sector housing and unauthorised encampments.

Executive Member for Children's Services and Lifelong Learning – Councillor Catherine Gibbons: children and young people's services; education and skills; further and higher education liaison.

Executive Member for Corporate Services – Councillor Ashley Cartman: finance – revenue, capital programme and income generation; procurement; legal and democratic services (including electoral and registrar); property and asset management – financial business cases & financing; ICT, digital and customer services; lead for business support contracts – Agilisys and Liberata; human resources and organisational development; shareholder representative role for council companies.

Executive Member for Climate Emergency and Engagement – Councillor Bridget Petty: climate and ecological emergency; community engagement and consultation; town and parish liaison; North Somerset Together; voluntary sector liaison.

Executive Member for Placemaking and Economy – Councillor Mark Canniford: Placemaking and development - placemaking strategies, culture strategy, Weston placemaking delivery, Tropicana and Playhouse Theatre, strategic events programme, visitor economy development, development and commercial programme, affordable housing delivery; planning - policy, spatial planning, building control; economy and recovery - inward investment, business development and engagement, employment, high street and town centre renewal; parking strategy.

Executive Member for Neighbourhoods and Community Services – Councillor Mike Solomon: libraries; community venues; safer communities; environmental services - recycling and waste minimisation, waste and street cleansing contracts, enforcement strategy; highways operations and parking - highway network management, highway maintenance contract, streetlighting, parking management; highway technical services and delivery - liveable neighbourhood schemes, active travel schemes, highway structures; open spaces and natural environment – sports and leisure centre contracts, flood risk management, seafronts parks and lakes operational management, crematoria and cemeteries, marine environment.

Executive Member for Assets and Capital Delivery – Councillor Steve Bridger: major infrastructure project delivery – HIF, Metrowest, major schemes; property technical services and project delivery - strategic asset planning, corporate estate (including allocation/appropriation of assets between council directorates/functions), accommodation strategy project delivery, capital projects delivery.

The items and the final decision taker are indicative. Decision making is subject to the Constitution.

Copies of documents listed can be obtained by contacting the officer named in the attached schedules. Other relevant documents may be submitted to the decision maker and can be requested from the named officer as they become available or may be available on the Council's website www.n-somerset.gov.uk

December 2021

1. Council and Executive Items

(NB No Council meeting scheduled for December)

Meeting Date	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
08/12	Adoption of inward investment approach across North Somerset, including new brand identify and vision for Junction 21 Enterprise Area and North Somerset External Funding Toolkit and prospectus	J21EA revisioning prospectus North Somerset External Funding Toolkit and prospectus	Executive	No	Item discussed at formal Place Scrutiny Panel on 14 th July 2021 All member briefing and further Place Panel engagement planned for November	Contact: Victoria Barvenova
08/12	2021/22 Month 6 Budget Monitor	Previous Budget Monitor reports to Executive	Executive	No	PCOM November	Contact: Melanie Watts 01934 634618
08/12	Medium Term Financial Plan (MTFP) and Revenue Budget 2022/23	Previous Budget and Medium Term Financial Plan reports to Executive	Executive	No	PCOM November – consideration of draft MTFP and savings plans	Contact: Melanie Watts 01934 634618
08/12	Approval of the council's Digital Strategy (Information & ICT Strategies for noting)	Digital Strategy 2021-2024 Information Strategy 2021-2024	Executive	No	Dedicated PCOM Scrutiny session on Thursday 17 June 2021	Contact: Simone Woolley 01934 427370 Mike Riggall 01934 426385

Meeting Date	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
08/12	Approval of Local Plan Consultation Draft for consultation	Challenges and Choices consultations 2020. North Somerset Local Plan: report to Executive 28/04/21	Executive	No	Place Scrutiny workshops (July to October). Place Scrutiny 24 November, all-member briefing in advance of Executive	Contact: Michael Reep 01934 426775
08/12	Commissioning Plan approval for joining an Alternative Learning Provision Framework in 2022, which will be led by Bristol City Council and joined by North Somerset Council and South Gloucestershire Council	Bristol City Council's Commissioning Strategy (final sign off 5 th October 2021). Bristol's current Commissioning Strategy can be found here Microsoft Word - ALP Draft Commissioning Strategy v2 (citizenspace.com)	Executive	No	Commissioning Plan to be shared with CYPS Panel before it goes to the Executive	Contact: Charlotte Badger 07776170298 Alison Stone

December 2021

2. Executive Member Items and Director Key Decisions

Decision not before	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
01/12	Award of new library book supply contract	Provision of Physical Library Books to CUSP for Adults and Children's stock (expiry 22/9/2021) Procurement Options Appraisal by Nena Beric, Service Manager, Commercial & Procurement, Somerset County Council 08.07.21 Executive member decision DP164 COMMISSIONING / PROCUREMENT PLAN FOR THE PROVISION OF PHYSICAL LIBRARY BOOKS (CHILDREN'S AND ADULTS) THROUGH THE CUSP PURCHASING CONSORTIUM AND ESPO (EASTERN SHIRES PURCHASING ORGANISATION) FRAMEWORK	Director of Place (key decision)	No	The Chairman of the Place Panel will be briefed regarding potential panel member engagement which if required will take place during November	Contact: Emma Wellard 01934 426477

Decision not before	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
01/12	Approval to publish a notice to seek an expansion of Baytree Special School	www.n-somerset.gov.uk/baytreeconsultation Decision No 2019/pc19 - https://www.n-somerset.gov.uk/council-democracy/councillors-committees/decisions-meetings/executive-member-decisions/2019-executive-member-decisions/july-2019-executive-member-decisions Report to the Children & Young People Policy & Scrutiny Panel – 20 June 2019 - http://apps.n-somerset.gov.uk/cairo/docs/doc29644.pdf	Executive Member (Cllr Gibbons)	No	Report to the CYPS Panel – 20 June 2019 - http://apps.n-somerset.gov.uk/cairo/docs/doc29644.pdf Updates to the CYPS Panel School Organisation Steering Group – 19 September 2019 16 December 2019 10 June 2020 26 November 2020 19 January 2021 25 May 2021	Contact: Sally Varley 01275 884857 or 07917 587280
01/12	MetroWest Phase 1 – Implementation Agreement with Network Rail	19 July 2021 report to Full Council 23 February 2021 report to Full Council and 10 November 2020 report to Full Council	Director of Place (key decision)	No	Briefing given to Place Scrutiny Panel on 8 th June 2021	Contact: James Willcock 01934 426414
01/12	Council tax-base setting 2022/23	Previous EM Decision Notice December 2020	Executive Member (Cllr Cartman)	No	Not applicable	Contact: Mark Anderson 01934 634616

Decision not before	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/ Part	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
01/12	Increase in value of the PCSA for the construction of the Winterstoke Hundred Academy expansion (new entry)	<p><u>Procurement plan</u> https://www.n-somerset.gov.uk/sites/default/files/2020-09/20-21%20DE123%20signed.pdf Commissioning plan https://n-somerset.moderngov.co.uk/Data/Council/201906251800/Agenda/19%20Housing%20Infrastructure%20Fund%20Commissioning%20Plan%20Approval.pdf Acceptance of HIF Forward Fund Grant Heads of Terms with Conditions https://n-somerset.moderngov.co.uk/Data/Council/202006161430/Agenda/09%20HIF%20Forward%20Fund%20Acceptance%20of%20Grant.pdf HIF Business Case Development and Submission approval https://www.n-somerset.gov.uk/sites/default/files/2020-04/18-19%20DE%20341%20signed.pdf <u>Contract award report for the Design of the Winterstoke Hundred Academy Extension Decision (n-somerset.gov.uk)</u></p>	Director of Place (key decision)	No	Place Scrutiny Panel chairman has confirmed that no panel involvement is necessary. (15/10/21)	Contact: Jon d'Este-Hoare 07385 402975

January 2022

1. Council and Executive Items

(NB No Executive meeting scheduled for January)

Meeting Date	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
11/01	Procurement Strategy for Energy Supply Contract (previously listed for November)	Decision CSD61 – Award of Energy Supply Contracts	Council	No	Liaising with PCOM and Place P&S Panel Chairmen to agree scrutiny arrangements	Contact: Elaine Braund 01275 884195 Holly Wilkins
11/01	Accommodation Strategy update (new entry)	Council report on Asset, Accommodation and Development Strategies, 23 rd Feb 2021: https://apps.n-somerset.gov.uk/Meetings/document/report/NSCPM-38-641 Weston Placemaking Strategy: https://superweston.net/wp-content/uploads/2021/04/Prospectus_weston_super_mare.pdf Weston Town Centre Supplementary Planning Document: https://www.n-somerset.gov.uk/sites/default/files/2020-03/Weston-super-Mare%20town%20centre%20regeneration%20supplementary%20planning%20document.pdf	Council	Part	Partnerships, Corporate Organisation and Overview Management Policy and Scrutiny Panel 11th November 2021 All member briefing planned for December 2021	Contact: Alex Hearn 01275 888895 07917265642

January 2022

2. Executive Member Items and Director Key Decisions

Decision not before	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
01/01	North Somerset Community & VC school admissions policies for 2023/24 academic year – decision to set following consultation	https://www.n-somerset.gov.uk/sites/default/files/2021-10/21-22%20CY38.pdf Decision to consult	Executive Member (Cllr Gibbons)	No	Meeting of the CYPS Panel School Organisation Steering Group planned for January / February	Contact: Sally Varley 01275 884857 or 07917 587280
01/01	Public Health & Regulatory Services Enforcement Policy (previously listed for November)	Regulatory Services Enforcement Procedure 2015 regulatory services enforcement procedure_0.pdf (n-somerset.gov.uk)	Executive Member (Cllr Bell)	No	Briefing note/meeting ASH Panel WG and Health Overview Panel (detailed arrangements to be finalised)	Contact: Jane Day 01934 634528

February 2022

1. Council and Executive Items

Meeting Date	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
02/02	2021/22 Month 8 Budget Monitor	Previous Budget Monitor reports to Executive	Executive	No	Reporting to PCOM informally through timetable of scrutiny engagement as agreed with the Panel Chairman	Contact: Melanie Watts 01934 634618
02/02	Medium Term Financial Plan (MTFP) and Revenue Budget 2022/23	Previous Budget and Medium Term Financial Plan reports to Executive	Executive	No	All Member Budget Scrutiny Session, December 2021 Reporting to PCOM informally through timetable of scrutiny engagement as agreed with the Panel Chairman	Contact: Melanie Watts 01934 634618
02/02	Capital Budget 2022/23 and Medium Term Capital Strategy	Previous Capital Budget and Capital Strategy reports considered by the Executive	Executive	No	Reporting to PCOM informally through timetable of scrutiny engagement as agreed with the Panel Chairman	Contact: Amy Webb 01934 634619
02/02	Fees and Charges 2022/23 – to seek Executive approval for any increases in charges over 10% or generating estimated additional income over £300,000	Report to Executive 12/04/16	Executive	No	To liaise with PCOM and Place P&S Panel Chairmen to agree scrutiny arrangements as report could cover all Fees and Charges, although predominantly Place related decisions	Contact: Melanie Watts 01934 634618

Meeting Date	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
02/02	Treasury Management Strategy 2022/23	Previous annual strategy setting reports to the Executive and Audit Committee	Executive	No	Reporting to PCOM informally through timetable of scrutiny engagement as agreed with the Panel Chairman. Will also be presented to Audit Committee in January 2022	Contact: Melanie Watts 01934 634618
02/02	Approval of Waste Strategy following consultation (new entry)	Draft Waste Strategy	Executive	No	The draft waste strategy was presented to Scrutiny on 29 March 2021. Further scrutiny engagement is scheduled for mid November 2021.	Contact: Colin Russell
02/02	Highways term maintenance contract (new entry)	https://n-somerset.moderngov.co.uk/Data/Council/201711141800/Agenda/19%20%20Highways%20TMC%20Report.pdf	Executive	No	December (Place Panel subgroup)	Contact: Darren Coffin Smith
02/02	Street Cleansing and Grounds Maintenance contract (new entry)	https://n-somerset.moderngov.co.uk/documents/s719/14%20Grounds%20Maintenance%20and%20Street%20Cleansing%20Contract.pdf	Executive	No	November / December (Place Panel subgroup)	Contact: Colin Russell / John Flannigan
15/02	Council Tax Setting 2022/3	Previous MTFP reports considered by the Executive and Council Tax Setting report 2021/22	Council	No	Not applicable	Contact: Melanie Watts 01934 634618

February 2022

2. Executive Member Items and Director Key Decisions

Decision not before	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
01/02	Setting of the School Admissions Coordinated Schemes for primary and secondary for the 2023/24 academic year following consultation (new entry)	https://www.n-somerset.gov.uk/sites/default/files/2021-10/21-22%20CY39.pdf Decision to consult	Executive Member (Cllr Gibbons)	No	Meeting of the CYPS Panel School Organisation Steering Group planned for January / February	Contact: Sally Varley 01275 884857 or 07917 587280
01/02	Traffic Signal & ITS maintenance, supply and installation contract 2022 (new entry)	EXE 56. Commissioning Plan for the re-procurement of Traffic Control and Intelligent Transport System Related Services	Director of Place (key decision)	No	The Place Panel was consulted at the Commissioning Plan stage. Chairman has confirmed no further engagement required	Contact: Shaun Chilcott 01934 427647

Decision not before	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
01/02	A38 MRN scheme: Acceptance of DfT Grant and approval of NSC Local Contributions (new entry)	<ul style="list-style-type: none"> - Director Decision: 19/20 DE295 https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf - Exec Member Decision: A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding - Full Council/Exec Member: Commissioning & Procurement Plans for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services 	Executive Member (Cllr Bridger)	No	The Place P&SP was consulted at the OBC Submission Decision and Commissioning Plan stage in September/October 2021. A further briefing will be offered to the Place P&SP in January 2022.	Contact: Konrad Lansdown: 07917 184804
01/02	A38 MRN scheme: Contract Award of D&B Stage 1 Contract (new entry)	<ul style="list-style-type: none"> - Director Decision 19/20 DE295 https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf - Exec Member Decision: A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding - Full Council/Exec Member: Commissioning & Procurement Plans for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services 	Director of Place (key decision)	No	The Place P&SP was consulted at the OBC Submission Decision and Commissioning Plan stage in September/October 2021. A further briefing will be offered to the Place P&SP in January 2022.	Contact: Konrad Lansdown: 07917 184804

March 2022

1. Council and Executive Items

(NB No Council or Executive meetings scheduled for March)

March 2022

2. Executive Member Items and Director Key Decisions

Decision not before	Item/Issue requiring decision	Background Documents for Consideration	Decision Taker	Exempt Item? Yes/No/Part	Policy & Scrutiny Panel Activity & Engagement / Timeline	Contact Officer for Further Details
01/03						

North Somerset Council

Report to the Council

Date of Meeting: 9 November 2021

Subject of Report: Corporate Parenting Responsibilities

Town or Parish: N/A

Officer/Member Presenting: Executive Member for Children's Services and Lifelong Learning

Key Decision: No

Reason:

Not an Executive Decision

Recommendations

Members are asked to consider

- The work being undertaken in regard to supporting our care leavers into employment, education or training
- If there are any aspects that they would wish to know more about or challenge

1. Summary of Report

1.1 The report provides members with an update on the current position of our care leavers, aged 18 – 21 years in relation to education, employment and training. This report was considered by an informal meeting of the CYPS Scrutiny Panel on 21 October and any relevant feed back will be referenced at Full Council.

2. Policy

2.1 Whilst the concept of members viewing themselves as the parents of all children who are looked after came from the Quality Protects initiative launched in 1998 by Frank Dobson, the then Secretary of State for Health, the Children and Social Work Act 2017 defined for the first time in law the responsibility of corporate parents to ensure, as faster as possible, secure, nurturing and positive experiences for 'our' children. This means that they should:

- act in their best interests, and promote their physical and mental health and wellbeing;
- encourage them to express their views, wishes and feelings, and take them into account, while promoting high aspirations and trying to secure the best outcomes for them;
- make sure they have access to services;
- make sure that they are safe, with stable home lives, relationships and education or work;
- prepare them for adulthood and independent living.

3. Details

3.1 In September 2021 North Somerset Council has 109 care leavers aged 18 -21-year-old with 51% (56) of those young adults currently in EET – the National Average for this same cohort is 53% EET, our Statistical Neighbours and regional neighbours are both also 53% - therefore NSC is slightly under the average for this cohort.

Of these 56 young people within the 18- to 21-year-old cohort:

5 are at University

23 are studying within further education and

28 are in training/employment

There are a further 5 young adult care leavers aged 21 to 25 years who are also at University currently.

3.2 Of the remaining 53 young adult care leavers (18 to 21) who are Not in Education, Employment or Training (NEET):

10 are currently deemed unfit for work due to ill health or their disability

14 are pregnant or caring for their children

2 are currently in prison

The service is actively looking at this cohort of 53 young adults who are NEET to determine what are the barriers/challenges to employment, education & training and how we can best help them to enter EET. Our short-term target going forward is that we achieve at least 60% EET (65+ young people in our current cohort of 109) although our aspiration in the medium and long term is to ensure all of our care leavers are in EET.

3.3 Current Support to care leavers in relation to EET

3.3.1 Care Leaver team:

All care leavers aged 18-21 are allocated a Personal Assistant (PA) who assists them prepare for adulthood and independence and supports the young person in developing their pathway plan (care plan to independence). Transition planning for care leavers ensures that the PA works alongside the allocated social worker for the young person from when they reach 16 years. A key part of this PA role is also to ensure that the young people are in suitable Education, Employment and Training (EET) and supporting the young person along with other key professionals and services to achieve EET.

3.3.2 Support services available to our care leavers in achieving EET

a) Reboot West:

This service has been running since 2018 (part of a Social Impact Bond) to deliver support services to care leavers for education, employment, and training across four local authorities -North Somerset, Bristol, South Gloucester and B&NES. This was initially a four-year project – Reboot 1 (due to end Summer 2022). Further grant funding has been obtained for a future three-year project – Reboot 2 (Charity status - for care leavers 16-21). The service provides personal coaching focused on education and work up to 3 years of personal support for individual care leavers.

Reboot 1 performance

- 17 young people were allocated prior to step down to Reboot 2 which began summer 2021.
- 11 young people are still allocated
- 36% are EET, 74% NEET (2 have EET destinations starting soon)

Reboot 2 performance

- 8 referrals- 3 open/assessment completed
- 3 in case planning / assessment stage.
- 2 declined– reasons being explored
- Of the 3 that are allocated to a Reboot Worker - 1 Care Leaver achieved EET, 2 Care Leavers are NEET.

b) £20K funding providing by Elected Members to support care leavers in achieving EET

We are working with our care leaver forum and our care leavers to ensure that these monies are available to them as a 'one off' payment towards equipment/support to enable the young people to be supported in achieving EET. For example, purchase of materials/equipment to attend a course in college.

c) Participation in research to better understand the barriers/challenges for care leavers to achieving EET

Nuffield Research on Care Leavers' Transitions into the Labour Market (University of Oxford & York)

The Project:

The Nuffield Care Leavers' Transition into the Labour Market research, funded by the Nuffield Foundation and approved by ADCS and the University of Oxford Ethics Committee, is being carried out by researchers from the Rees Centre at the University of Oxford and the Department of Social Policy and Social Work at the University of York. The study utilises a mixed methods approach comprising two strands (statistics from datasets and perspectives of key stakeholders) and ran until the end of the summer 2021.

Led by Jo Dixon, University of York, the research team have worked directly with professionals and young people across six local authorities. The main data collection phase took place between September 2020 – May 2021. Interviews with North Somerset staff and care leavers were completed:

- 6 young people (aged 18 – 24) in each local authority (2 in stable EET, 2 in precarious EET and 2 NEET for at least 6 months in previous year)
- 1 Leaving Care Manager • 1 Virtual School Head from each local authority area.

Alongside this an online survey was sent by the research team to:

- Leaving care team professionals
- Foster and residential carers
- Stakeholders from employment sector (JC+, Careers Service Recruitment & employment federation)
- Stakeholders from education and training providers

Findings from this research are due to be published in January 2022 but we may get some headline updates during the autumn.

Children's Social Care Covid-19 Regional Recovery Fund – DfE

We have been awarded funding from the DfE regional recovery fund working alongside Bristol City Council (lead authority) on a project to develop a regional response to supporting care leavers across the South West.

Bright Spots - Your Life beyond Care Survey 2021.

Completed by 96 Care Leavers ages 18-25. Report published summer 2021.

Headlines NSC has a higher self-reporting by care leavers of disability / long term illness. 39% in NSC reported this compare with 24% national average.

20% of NSC care leavers reported they are finding it difficult to get by financially compared with 7% of their peers who are not care leavers.

Asked about feeling positive about their future 25% of NSC care leavers reported low positivity, this is lower than care leavers nationally where it was 13%.

We are currently working with our participation workers, care leaver service and with partner agencies to address these areas of challenge for our care leavers so that we can better support them and support them achieving EET.

3.3.4 Development of our staff and services to better support improved outcomes for care leavers, including EET performance

a) Staff training

Life in Transition: Promoting Good Health in Care Leavers delivered by Bristol University as a pilot to Leaving Care Personal Advisers in NSC started in September and has been attended by 7 out of the 10 staff in the team.

Content is delivered by online teaching of 6 modules about care leavers and health, including self-directed learning and webinars. A face-to-face workshop took place on 7 October which focused on practice and skills development. Evaluation of the pilot is scheduled for 4 November. This training is particularly relevant as our current care leaver population have self-reported higher levels of disability / long term illness than national averages for care leavers.

Confidence for Work Training

This was delivered to the care leavers team and 2 Reboot workers on the 15th October to upskill them in their work with care leavers in relation to EET. Again, 7 out of the 10 team members attended. This training module includes CV writing, how to register on employment websites, what employers are looking for in recruiting staff, how to complete application forms, taking part in online interviews and the local jobs market / who's recruiting and how to apply for these jobs in North Somerset.

b) Tall Ships – Sailing trip with Care leavers - 25 October – 29 October 2021

We joined up with Tall Ships Youth Trust to provide ten care leavers the opportunity and experience of sailing on a Tall Ships trip this October half term. The young people and two staff members will be accompanied by expert sailing staff / crew from the Tall Ships Youth Trust on the trip travelling from Weston-Super-Mare to Southampton.

The Tall Ships Youth Trust are a youth development charity that helps young people redefine their horizons through adventure learning at sea. They take young people aged 12-25 on residential youth sailing voyages on board iconic yachts. Out on the water, under sail, they learn lessons that set them up for life and help them realise their own potential.

c) Other support for Care Leavers

Ongoing support either through one-to-one sessions or through a drop-in activity is being offered through the Youth Opportunity Fund in the Town Hall in the Library on a weekly basis and is available through other NSC libraries. Our Youth Opportunity lead meets with any care leaver if they want EET Support regarding Job Vacancies Locally and support to apply for jobs. PA's support young people in attending these sessions.

d) Job vacancies and Apprenticeship updates

Fortnightly updates are posted on the care leavers 'Facebook Page' in relation to community learning opportunities, which have recently included short courses such as woodwork for women, jewellery making and how to pass your driving test. We also post regular updates on

this Facebook page on apprenticeships available and what is happening at Weston College when we receive flyers advertising open days and how to apply for the latest apprenticeships locally. PA's also share this information with care leavers they are working with.

e) Apprenticeships and work experience opportunities for care leavers across the Council & the partnership

Children & Young People's Partnership Board has challenged both within the Council and with partner agencies to support apprenticeships and work experience opportunities for care leavers. All partners in principle have agreed to this and are working with the DCS and AD to provide information on what they might be able to offer.

NSC is currently recruiting to a newly created Young Director post which is 'ring fenced to a NSC care leaver or older child in their care' and this young person will work within the Participation services to support the voice of our children across children's services.

3.3.5. Activities and actions to further improve performance within EET for our care leavers over the next six to twelve months

- The Children & Young People's Partnership Board has established a task & finish group to review our performance across North Somerset with EET, including care leavers and work will continue to develop strategies and actions that this group identify as opportunities to improve EET for North Somerset.
- Continue to work closely with the Virtual Head and Virtual school team to identify, closely monitor and support the educational needs of all our 14+ children in care.
- Work closely with Weston college and other local / regional colleges and training providers regarding training and education opportunities for care leavers including discussions around developing local access to ESOL courses for our UASC young people.
- Implement recommendations from research project findings.
- Work closely with regional LAs to develop consistent approach to working with carer leavers including the project from the DfE recovery fund referred to above.
- Review the Higher Education Funding for Care Leavers policy.
- Work closely with health partners to further develop our emotional health and well-being response to care leavers.
- Develop mentoring schemes – peer mentors (previous/current care leavers); and explore potential of the use of senior leaders and elected members and partners as mentors for our care leavers.
- Explore apprenticeship schemes / commitments within the local authority and partner agencies specifically for care leavers.

4. Consultation

- 4.1 This report gives members an update on the progress of our care leavers and the work being undertaken to improve the services for them in relation to support for them accessing employment, education or training.

5. Financial Implications

None.

Costs

None.

Funding

None.

6. Legal Powers and Implications

None.

7. Climate Change and Environmental Implications

None.

8. Risk Management

None.

9. Equality Implications

Have you undertaken an Equality Impact Assessment? No.

10. Corporate Implications

None.

11. Options Considered

None.

Author:

Sheila Smith, Director of Children's Services

Background Papers:

None.

North Somerset Council

9 November 2021

Report on the Police and Crime Panel

Councillor Richard Westwood

There have been two relevant meetings of the panel following the last NSC Full Council meeting : 22 September, and 26 October.

In terms of business the new Commissioner continues to re-staff his office, and set out his vision for the future of policing in Avon and Somerset. So far, there have been no actual appointments, of a Chief of Staff, and a Deputy Police and Crime Commissioner, but the panel is carrying out its duties of monitoring and observation of the process. Hopefully, we will have firm news of appointments by the time of our next NSC meeting, together with news of the appointment of a new Chief Constable.(You may be pleased to know, that myself and Cllr Peter Crew, are the two panel members observing at the initial interviews for the appointment of a new Chief, on Wednesday November 3).

As to the future of policing in Avon and Somerset, the Commissioner is on track to finalise the new Policing Plan by December, with the draft plan having been scrutinised and commented on at the Panel meeting of 26 October.

Moving from necessary organisational processes, to what may be happening on the streets of our towns and cities, numerous people have expressed their concerns over the subject of the ' spiking' of the drinks of, mainly, young women, with the Commissioner. As I understand it, he has responded directly to one of our councillors in a timely fashion. Furthermore, this issue was raised at the 26 October panel meeting where an apparent disparity between the number of reports of this worrying crime, and any apprehending of offenders, was brought to the Commissioner's attention. He said he would investigate forthwith.

Councillor Richard Westwood

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North Somerset Council

Report to the Council

Date of Meeting: 9 November 2021

Subject of Report: Abbots Leigh, Ham Green, Pill and Easton-in-Gordano Neighbourhood Plan

Town or Parish: Abbots Leigh/Pill and Easton-in Gordano

Officer/Member Presenting: Cllr Mark Canniford Executive member for Placemaking and Economy

Key Decision: No

Reason:

Not an Executive decision

Recommendations

Council resolve to “make” the Abbots Leigh, Ham Green, Pill and Easton-in-Gordano Neighbourhood Plan

1. Summary of Report

Following the Abbots Leigh, Ham Green, Pill and Easton-in-Gordano Neighbourhood Plan examination, Executive resolved on 23 June 2021 that the Plan met the necessary criteria to go forward to a referendum. A referendum was subsequently held within the Neighbourhood Plan area (the combined parishes of Abbots Leigh and Pill and Easton-in-Gordano) on Thursday 23 September 2021. 81.34% of the votes cast were in favour of the Plan which is in excess of the required 51% and therefore under the Town and Country Planning Act 2004 s38 (4) (6) North Somerset Council must formally “make” the plan.

2. Policy

A Neighbourhood Plan is prepared by the local community (with help and advice from North Somerset Council and other bodies as necessary). Securing a majority “yes” vote at referendum means that the plan must also be formally approved by the Council. Once it has passed the referendum the Plan becomes part of North Somerset Councils development plan. The policies have the same status as those in the North Somerset Core Strategy, Development Management Plan and Site Allocations Plan. Policies in the Abbots Leigh, Ham Green, Pill and Easton-in-Gordano Neighbourhood Plan will be used alongside existing adopted policies in these plans in making planning decisions and having regard to national planning policy in the National Planning Policy Framework and National Planning Practice Guidance. The time period of the Plan is to 2026 to align with the Council’s Core Strategy.

3. Details

The Executive considered the Abbots Leigh, Ham Green, Pill and Easton-in-Gordano Neighbourhood Plan and proposed Examiner's modifications on 23 June 2021 and concluded that the Plan with those modifications would meet the necessary basic conditions, was compatible with the Convention Rights and complies with the definition of a neighbourhood development plan and could therefore proceed to referendum.

3.1 A referendum was subsequently held within the neighbourhood plan area (the combined parishes of Abbots Leigh and Pill and Easton-in-Gordano) on Thursday 23 September 2021. 81.34% of the votes cast were in favour of the Plan which is in excess of the required 51% and therefore under the Town and Country Planning Act 2004 s38 (4) (6) North Somerset Council must formally "make" the plan.

3.2 The Plan contains policies amongst others for:-

- Support for a new care home and housing on part of the brownfield Ham Green hospital site subject to green belt and other considerations
- infill development
- protecting and where possible improving rights of way
- support for proposals which encourage walking and cycling and access to local facilities
- protection of an area of highly sensitive landscape and habitat, including salt marsh and intertidal shore of Royal Portbury Dock
- to take account of the significance of any heritage assets in the immediate vicinity of development proposals
- support for proposals for new businesses and protection of existing businesses.
- Incorporation of renewable energy, increased biodiversity, rainwater harvesting, local food production in development proposals
- Support for improvements to the Pill Precinct
- Protection of important open spaces

3.3 The Plan will be used as a basis for making planning decisions within the area covered by the Plan. Policies in the plan will be supplemented by existing adopted policies in the North Somerset Core Strategy, Development Management Plan and Site Allocations Plan. This is because the Neighbourhood Plan is not comprehensive and does not cover all planning issues but provides a local context for proposals within the Abbots Leigh/ Pill and Easton-in-Gordano parishes. Where the neighbourhood plan is silent on a particular issue or for example where more detailed guidance is needed then other adopted policies will be used, along with national guidance issued in the National Planning Policy framework and National Planning Practice Guidance.

4. Consultation

Consultation has been carried out in the preparation of the Plan in accordance with regulatory requirements

5. Financial Implications

5.1 There are no ongoing financial implications. The Abbots Leigh, Ham Green Pill and Easton-in-Gordano Neighbourhood Plan does not commit council resources in order to implement the Plan's provisions.

- 5.2 Upon the “making” of the Abbots Leigh, Ham Green Pill and Easton-in-Gordano Neighbourhood Plan the two parish councils will be eligible for 25% of any CIL receipts from developments within the Neighbourhood Plan area, instead of 15% as attributable elsewhere.

Costs

- 5.3 Other than officer time, the main costs are related to the examiners fees for carrying out the examination and for the costs of organising the referendum.

Funding

- 5.4 A sum of £20k has been claimed by North Somerset Council under the Neighbourhood Planning Grant arrangements. Government provides this lump sum to Local Planning Authorities (LPAs) to meet their legislative duties in relation to neighbourhood planning. Specifically, it covers the neighbourhood planning duties introduced by the Localism Act 2011 which are to provide advice or assistance; to hold an examination; and to make arrangements for a referendum. As such £20k can be claimed in retrospect once a Local Planning Authority have made the decision to hold a referendum on the Neighbourhood Plan. This is done through the governments DELTA claims system. This was done following the 23 June Executive decision to hold a referendum on the Plan.

6. Legal Powers and Implications

There is a duty on the Council to assist the Neighbourhood Plan making process and to formally act in approving the document at various stages. This is set out in Schedule B of the 1990 Town and Country Planning Act (as amended) and Neighbourhood Planning (General) Regulations 2012 and the Town and Country Planning Development Management Procedure (Amendment) Regulations 2016. This includes formally “making” the Plan following a majority yes vote at referendum. It is not considered that there is any reason why the Plan should not be “made”.

7. Climate Change and Environmental Implications

The Neighbourhood Plan contains policies which recognise the importance of addressing climate change by supporting and protecting the environment. It supports the incorporation of renewable energy, increased biodiversity, rainwater harvesting, local food production in development proposals.

8. Risk Management

It is not considered that there are any risk management implications associated with “making” the Plan.

9. Equality Implications

An equalities impact assessment has not been carried out.

It is a requirement under the Neighbourhood Planning Regulations that the Plan must be compatible with human rights requirements and with EU obligations. The independent examiner has made his assessment and concluded that it meets the requirements in this respect. It is not considered that there are and equality impact issues arising from the Neighbourhood Plan.

10. Corporate Implications

There are no direct corporate implications

11. Options Considered

As the Plan has passed the referendum then under the provisions of the Town and Country Planning Act 2004 s28A (4) (6) it falls to North Somerset Council to formally “make” the Abbots Leigh, Ham Green, Pill and Easton-in-Gordano Neighbourhood Plan.

Author:

Celia Dring Principal Planning Policy Officer 01934 426244

Appendices:

None

Background Papers:

[Abbots Leigh, Ham Green, Pill and Easton-in-Gordano Neighbourhood Plan](#)

[Declaration of result of poll](#)

North Somerset Council

Report to the Council

Date of Meeting: 09 November 2021

Subject of Report: Adoption of the Revised North Somerset Parking Standards SPD Following Public Consultation

Town or Parish: All

Officer/Member Presenting: Cllr Mark Canniford - Executive Member for Placemaking and Economy

Key Decision: No

Reason:

Council Decision.

Recommendations

A. To adopt the revised **Parking Standards SPD** following public consultation.

1. Summary of Report

1.1. North Somerset Council Officers have undertaken a comprehensive review of the existing Parking Standards Supplementary Planning Document (SPD). The current standards date back to November 2013 and are in need of a thorough update, particularly in light of the Council's declaration of a Climate Emergency and ambition to be carbon neutral by 2030.

1.2. The Parking Standards SPD sets out the Council's requirements for all types of parking provision (vehicle, cycle, motorcycle, etc) at new developments and is a material consideration in planning decisions. It is not itself a development plan document but provides further clarification and detail to Core Strategy Policy CS11: Parking.

1.3. The key objectives of the North Somerset Parking Standards SPD are to:

- Ensure an appropriate level of parking is provided at new developments.
- Promote highway safety through good design.
- Provide clarity for developers, officers and other stakeholders by providing clear and comprehensive guidance.

1.4. As part of this review, a variety of updates are proposed including:

- The introduction of 'Principle 19: Electric Vehicle Parking' which sets out minimum requirements for Electric Vehicle charging infrastructure at new development.
- The introduction of 'Principle 20: Car Club Schemes at New development' to ensure the provision of Car Clubs at suitable locations.
- The introduction of a 'Parking Needs Assessment' to assist officers in determining a suitable level of parking in areas well served by active and public modes of transport and where car ownership and use is lower.
- Increases to the minimum number of cycle parking spaces to be required at new development, including a minimum level of non-standard cycle parking spaces to accommodate people with mobility impairments and ensure cycling in North Somerset is accessible to as many individuals as possible.
- Updated and more comprehensive cycle parking guidance in line with the Department for Transport's Local Transport Note 1/20 Cycle Infrastructure Design (July, 2020).
- Updates to Appendix A (Car and Cycle Parking Standards), including introducing standards for sports halls, swimming pools, gyms/health clubs, cinemas, theatres and Houses of Multiple Occupancy (HMOs).
- Increase in parking bay dimensions from 2.4m x 4.8m to 2.5m x 4.8m to ensure spaces remain accessible and usable for modern vehicles.

1.5. As part of this review process, an internal officer consultation was undertaken in November 2020 with officers across Transport and Infrastructure, Planning, and Planning Policy. Changes were subsequently made to ensure the revised document reflected the current and foreseeable issues prior to public consultation.

1.6. Following this, the revised SPD received approval to go to public consultation at the April 2021 Executive Committee. The public consultation was held between the 17th May - 28th June 2021. Further amendments to the SPD were made in light of the feedback received.

1.7. A decision is subsequently sought to formally adopt the revised Parking Standards SPD.

2. Policy

2.1. A Supplementary Planning Document is used to provide further detail to existing development plan policies but is not itself a development plan document. In the case of the Parking Standards SPD, the document provides further clarification and interpretation of Core Strategy Policy CS11: Parking. Following its adoption, the revised Parking Standards SPD will be a material consideration in planning decisions. The Parking Standards SPD also interacts with and supports a range of other Council policies and priorities.

2.2. Core Strategy (2017)

The Parking Standards SPD provides further clarification and detail to Core Strategy Policy CS11: Parking. The aim of CS11 is to ensure that 'adequate parking is provided and managed to meet the needs of anticipated users (residents, workers and visitors) in usable spaces'. Parking provision must ensure a balance between good urban design, residential amenity and promoting town centre attractiveness and vitality. The Parking Standards SPD contributes towards this aim by outlining in detail the standards expected by the Council regarding parking provision at new development.

2.3. Sites and Policies Plan: Part 1 Development Management Policies (2016)

DM28: Parking Standards of the Sites and Policies Plan Part 1, sets out that development proposals should meet the Council's standards for the parking of motor vehicles and bicycles. It states that planning applications must demonstrate to the satisfaction of the Council that the functional parking needs of developments can be accommodated on or close to the site without prejudicing Highway Safety or resulting in an unacceptable impact on on-street parking in the surrounding area. The Parking Standards SPD further clarifies this requirement by setting out the minimum required standards expected by the Council at new development.

2.4. North Somerset Climate Emergency Strategy and Action Plan (2019)

In 2019, North Somerset Council declared a Climate Emergency and announced its ambition to be Carbon Neutral by 2030.

The transport sector at 42%, including the M5, is the largest single source of carbon emissions in North Somerset ([figures from North Somerset Climate Emergency – Report on Baseline Evidence](#)). This is considerably higher than the regional (South West) average of 32% and the national average of 33% from transport (2018 figures, Gov.uk). For the West of England region, transport CO2 emissions will rise by a further 22% by 2036 if we don't act - increasing the risk of droughts, floods and extreme heat globally and extreme weather events in the South West region.

The North Somerset Climate Emergency Action Plan identifies reducing emissions from transport as a key action in achieving our commitment to be a carbon neutral council and a carbon neutral area by 2030. By providing adequate provision of EV charging infrastructure at new developments, increasing the number of cycling parking spaces at residential development, and promoting the provision of Car Clubs at new development, we will promote the use of low-carbon modes of transport.

2.5. NSC Corporate Plan 2020

The NSC Corporate Plan was approved by Full Council in 2020. The Plan sets out three key priorities to become: a thriving and sustainable place; a council which empowers and cares about people and; an open and enabling organisation. The Parking Standards SPD directly contributes to the following objectives within the thriving and sustainable place priority:

- To be a carbon neutral council area by 2030.

- A transport network which promotes active, accessible, and low carbon travel.

The introduction of minimum requirements for EV charging provision at new developments will promote the uptake of electric vehicles and contribute towards decarbonisation of the transport network. Improvements in cycle parking provision and the promotion of Car Clubs at new development will also encourage lower carbon modes of transport over private cars.

2.6. Joint Local Transport Plan (JLTP4) 2020

The JLTP4 sets out a 15-year vision for transport investment in the West of England.

It seeks to deliver a well-connected sustainable transport network that offers greater realistic travel choice and makes walking, cycling and public transport the preferred way to travel. It looks to implement measures that can manage private car use, parking availability and encourage individuals to change their travel habits, with sustainable modes becoming the preferred choice for journeys wherever possible.

2.7. North Somerset Local Plan 2038 (Emerging)

Going forward, the emerging North Somerset Local Plan will look to ensure that new developments contribute towards the Council's ambition to be carbon neutral by 2030. The revised parking Standards SPD will directly contribute to this aim by ensuring that parking provision at new development is conducive to the use of Ultra Low Emissions Vehicles (ULEVs).

2.8. Active Travel Strategy (2021)

The North Somerset Active Travel Strategy aims to make walking and cycling the natural choice for a cleaner, healthier and more active North Somerset. It sets out an ambitious programme of measures to promote modal shift away from private vehicle use and towards more active modes of travel. Increases in the number of cycle parking spaces to be provided at new developments, and the introduction of minimum requirements for non-standard cycle parking to accommodate people with mobility impairments, will ensure active modes of travel are accessible to as many individuals as possible.

3. Details

3.1. The Parking Standards SPD expands upon CS11: Parking of the adopted Core Strategy (2017) and sets out the level of parking provision required at new development.

3.2. The key objectives of the North Somerset Parking Standards SPD are to:

- Ensure an appropriate level of parking is provided at new developments.
- Promote highway safety through good design.
- Provide clarity for developers, officers and other stakeholders by providing clear and comprehensive guidance.

3.3. A thorough review of the existing Parking Standards SPD has been undertaken by officers, particularly in light of the Council's declaration of a Climate Emergency, and, as such, several updates are proposed.

3.4. The revised SPD includes the introduction of 'Principle 19: Electric Vehicle Charging' which sets out minimum requirements of Electric Vehicle charging provision at new developments. These standards were initially based on the 'minimum recommendations' made in the Systra/Cenex report *Evidence Base: Introducing Planning Policy For Electric Vehicles in New Development* (May, 2019) commissioned by the West of England authorities. Following public consultation, however, and a review of recently adopted Parking Standard SPDs at other Local Authorities, these have been increased and are now proposed as follows:

- Minimum of 100% passive provision (cabling and Residual Current Device (RCD) sufficient to enable subsequent active provision) for allocated parking spaces at residential development
- For unallocated spaces at residential development, the council will expect 75% passive provision, as well as 25% active provision. Active provision should take the form of cabling, RCD and 7kw 32amp Office for Zero Emission (OZEV) compliant wall or ground mounted charge point.
- Minimum of 20% active provision (cabling, RCD and 7kw 32amp OZEV compliant wall or ground mounted charge point), and a further 20% passive provision at non-residential development.

The new standards are accompanied by guidance setting out appropriate design and dimensions for non-residential EV parking bays, including a suggested charge point layout diagram provided by the Energy Savings Trust.

The transition from Internal Combustion Engine (ICE) vehicles to ULEVS will be essential in tackling Climate Change and achieving our ambition to be Carbon Neutral by 2030. By requiring a level of EV charging infrastructure at all new developments, we will encourage the uptake of electric vehicles over ICE vehicles.

3.5. Also proposed is the introduction of 'Principle 20: Car Club Schemes at New development'. This sets out that car club schemes must be considered at new developments and that, where appropriate, the Council may secure provision via a planning condition or via Section 106 agreement.

Car clubs can offer residents an attractive and convenient alternative to private vehicle ownership and can encourage increased use of public transport, walking and cycling, whilst still providing access to a car when required. Research indicates that for each Car Club vehicle provided, up to 14 private cars are taken off the road. By ensuring that car clubs are provided at suitable locations, we can reduce residents' reliance on private vehicle use and encourage more public and active modes of travel.

3.6. The revised SPD also includes the introduction of a 'Parking Needs Assessment' to identify locations where a lower level of parking than the current standard may be appropriate. This seeks to recognise that different areas of North Somerset require different levels of parking provision and subsequently offers the opportunity for fewer spaces to be provided in accessible locations that are less reliant on private vehicles. Car ownership, for instance, varies greatly across the district. Central Weston, for example, has an average of only 0.65 vehicles per household, compared to up to 1.9 in places such as Winford and it is important that parking standards reflect these differences.

At present, despite the wide variation in car ownership across North Somerset, we have only one set of parking standards. This is in contrast to many authorities nationally which have different standards for urban and rural areas. By using a one-size-fits-all approach, our standards consequently offer a particularly generous level of parking compared to other authorities, particularly in our most accessible locations. Whilst our current standards do permit deviation from the required number of spaces in sustainable locations where car ownership and use may be lower, there is no consistent methodology for identifying where this may be appropriate, and how great a reduction should be applied.

3.7. The Parking Needs Assessment looks to address this by providing a clear and robust assessment to identify where in North Somerset we may permit reduced minimum parking standards. The assessment itself is a well-established method in determining parking requirements and has been adapted from similar assessments currently in place at various authorities nationally, including both B&NES and Wiltshire County Council. It aims to promote well-connected and accessible developments which provide a level of parking reflective of specific local circumstances.

3.8. As part of the assessment, development proposals can be scored against a variety of criteria and receive a reduction in parking provision depending on their level of accessibility. This includes criteria such as walking distance to the nearest bus stop, frequency of bus services, and walking/cycle distance to a variety of facilities such as railway stations, schools, and shopping facilities. There will be seven levels of discount available, depending on the assessment score. This will range from 'very low' (0-5% discount) to 'very high' (65-95%), although it should be noted that, at present, nowhere in North Somerset would fall within the 'very high' category. Developers can also score additional points by providing measures that reduce reliance on private vehicle ownership such as car clubs, shared e-bike schemes and resident bus passes. This will ensure parking provision is reflective of local circumstances and that accessible areas, less reliant on private vehicles, will not be required to provide unnecessary levels of vehicle parking. In doing so, the Assessment also aligns the SPD with paragraph 107 of the National Planning Policy Framework (NPPF) which notes that local parking standards should take into account the accessibility of the development, the availability of public transport, and also local car ownership levels.

3.9. The assessment has been tested on a wide variety of locations across North Somerset. The following table looks at the example of 10 2-bedroom dwellings across a variety of sites:

Location	Average car ownership per household	10 2 bed dwellings anticipated car ownership	Current parking requirement without reduction	Assessment score	Minimum parking requirement under Parking Needs Assessment
Winford	1.9	19	20	Very Low: 0-5% reduction	19 to 20
Wrington	1.65	16 to 17	20	Low: 5-10% reduction	18 to 19
Yatton	1.6	16	20	Low-moderate: 10-15% reduction	17 to 18
Adjacent to Gordano School	1.55	15 to 16	20	Low-moderate: 10-15% reduction	17 to 18
Central Nailsea	1.4	14	20	Moderate: 15-25% reduction	15 - 17
Central Clevedon	1.15	11 to 12	20	Moderate: 15-25% reduction	15 - 17
Port Marine, Portishead (With Metrowest)	1.45	14 to 15	20	Moderate: 15-25% reduction	15 - 17

Location	Average car ownership per household	10 2 bed dwellings anticipated car ownership	Current parking requirement without reduction	Assessment score	Minimum parking requirement under Parking Needs Assessment
Central Portishead (With Metrowest)	1.25	12 to 13	20	Moderate-high: 25-40%	12 to 15
Central Weston	0.65	6.5	10 (1 per dwelling as per Weston Regen SPD)	High: 40-65% reduction	7 to 12

As demonstrated in the above table, the minimum parking requirement under the Parking Needs Assessment is more in line with the anticipated level of car ownership at each location. This will contribute towards delivering higher density development in the right locations, less dominated by private vehicles and help facilitate more viable public transport.

3.10. Moreover, although it can be seen that the level of parking under the Parking Needs Assessment exceeds the anticipated demand at each location, measures are also proposed to ensure parking issues are not created. Principally, garage spaces and rear parking court spaces, will not count towards the parking requirement where a reduced level of parking is permitted. This is on the basis that research shows less than 50% of garages are used for parking, and a similar percentage of rear parking court spaces are unused if on-street parking is available. This has caused issues previously at developments in both Locking Castle and Port Marine where high numbers of garage and parking court spaces were unused, pushing vehicles to park on-street in inappropriate locations. By not counting these spaces, we will ensure that where a reduction is permitted, spaces remain usable and vehicles are not pushed into parking in appropriate locations such as on footways or near junctions.

The development at Port Marine, for instance, was approved with only 1.4 spaces per dwelling. Once unused garage spaces and unused parking court spaces are removed from consideration, the development was approved with only 1 space per dwelling. As is demonstrated in the table above, however, under the Parking Needs Assessment, a minimum of 1.5-1.7 spaces would be required per dwelling at the development, and this would not include any garage or rear parking court spaces. This level of parking provision would meet the anticipated level of car ownership but would also ensure that an unnecessary level of additional parking is not required.

It should also be noted that the reductions permitted under the assessment will not be forced upon developers and they are able to provide the original requirement if they wish. It does, however, offer them the opportunity to build higher density, lower car developments in the right locations.

The assessment will therefore serve as a clear, evidenced, and consistent approach for both officers and developers in determining an appropriate level of parking at new development that is reflective of specific local circumstances. This will help facilitate higher density developments in areas that are well served by public and active modes of transport, have good local facilities, and are less reliant on private car ownership.

3.11. Other updates include:

- The introduction of a Coach Parking Principle, requiring developments likely to generate coach travel to provide adequate space to facilitate coach parking.
- Updates to Appendix A (Car and Cycle Parking Standards), introducing standards for sports halls, swimming pools, gyms/health clubs, cinemas, theatres and Houses of Multiple Occupancy (HMOs), and an increase in the number of cycle parking spaces to be provided at residential development.
- Increase in the width of standard parking bay dimensions from 2.4m to 2.5m, in line with national trends, to ensure spaces remain accessible and usable for modern vehicles. Current dimensions, dating from the 1970s, do not reflect the increase in standard vehicle sizes and parking related incidents now account for more than 30% (675,000) of all yearly accidents.
- Include minimum dimensions for Electric Vehicle Bays – 2.8m x 6.0m in line with recommendations from the Energy Savings Trust.
- Increases to the minimum number of cycle parking spaces to be provided at new development, including the introduction of a minimum level of non-standard cycle parking spaces to accommodate people with mobility impairments and ensure cycling in North Somerset is accessible to as many individuals as possible.
- Further good practice guidance regarding effective cycle parking in line with the Department for Transport's guidance for cycle parking set out in Local transport Note 1/20 Cycling Infrastructure Design (July 2020).

3.12. The various changes proposed will contribute towards the Council's ambition to be carbon neutral by 2030 by providing sufficient EV charging infrastructure at new developments, by promoting the use of car clubs, facilitating higher density development in accessible locations, and by ensuring adequate levels of cycle parking are provided.

4. Consultation

4.1. As part of this review process, an internal officer consultation was undertaken in November 2020 with officers across Transport and Infrastructure, Planning, and Planning Policy. Following this, a variety of amendments were made to reflect officer feedback.

4.2. Internally, to promote Local Member involvement, we consulted with the Strategic Planning, Economic Development and Regeneration policy and scrutiny panel (SPEDR) on March 10th who were supportive of the proposal to take the revised SPD to public consultation.

4.3. Public and stakeholder consultation on the draft SPD then ran between 17th May – 28th June 2021. The Consultation received 136 responses which represented a significant increase from the 32 responses received at the 2013 consultation for the current version.

4.4. The consultation format included 7 questions each relating to a specific aspect of the proposals, as well a final question which enabled respondents to provide general comments and suggestions.

4.5. Overall, consultation feedback was positive with 59% having a very positive or positive impression of the proposed SPD, 23% having a neutral impression, and 18% having a negative or very negative impression of the proposals. It is noted, however, that of the negative responses received, many focused on factors outside of the scope of the SPD to remedy, particularly a general disapproval of new housing developments within North Somerset, and the existence of pre-existing parking issues at some locations. A small minority also objected to the SPD's focus on the Climate Emergency and the increased emphasis on Active Travel provision.

4.6. As a result of the feedback received, a variety of amendments have been made to the SPD including:

- Increased requirements for Electric Vehicle charging infrastructure at both residential and non-residential developments
- Small amendments to the proposed Parking Needs Assessment to ensure the topography of walking routes is considered
- A comprehensive update of disabled parking standards for both vehicles and cycles
- Removal of proposed increased length of parking spaces to 5m but retention of increased width to 2.5m
- Revised parking survey guidance

A more detailed analysis of the consultation responses and changes made as a result, is available at Appendix C of this report.

5. Financial Implications

5.1. The Revised Parking Standards SPD has no immediate financial implications, except for staff time.

5.2. The cost of preparing the Parking Standards SPD has been met from the existing Strategic Transport Policy and Development budget.

5.3. The Parking SPD will be implemented by officers within Development Management and met by applicants proposing new development. The Financial costs of delivering the SPD are therefore minimal.

6. Legal Powers and Implications

6.1. Supplementary Planning Documents build upon and provide more detailed advice and guidance on policies in an adopted local plan. In this case, the North Somerset Parking Standards SPD provides further clarification and interpretation of Core Strategy Policy CS11: Parking. Once adopted, the SPD will be a material consideration in planning decisions but will not itself be a development plan document.

7. Climate Change and Environmental Implications

7.1. The proposed updates will contribute towards the decarbonisation of our transport network and help achieve the Council's ambition to be carbon neutral by 2030.

7.2. The promotion of car clubs in accessible locations will help provide alternatives to private vehicle ownership.

7.3. Minimum requirements for Electric Vehicle Charging Infrastructure at new development will ensure that our developments are future proofed and ready for the ban on new petrol and diesel cars by 2030.

7.4. The Parking Needs Assessment will help facilitate higher density, lower car developments in accessible locations well served by public modes of transport that are less reliant on private vehicle ownership.

7.4. Increases in the minimum number of cycle parking spaces required at new developments, as well as more extensive good practice guidance will ensure that active travel is an attractive first choice for short and medium journeys for as many users as possible.

8. Risk Management

8.1. The key risks of the revised SPD are:

- Providing too few parking spaces at new development can cause a variety of problems including cars parking on the highway, causing

obstructions for service and emergency vehicles, reduced visibility at junctions and vehicles parking on the footway. To avoid these issues, the Parking Needs Assessment avoids a universal reduction of parking standards, and instead only permits reductions based on a robust assessment of the local circumstances. This will deliver a level of parking reflective of the specific demand at each development. This approach has been widely tested on locations across North Somerset to ensure parking levels are sufficient to serve the varying levels of car ownership across the district. Moreover, the assessment is a well-established method for determining parking levels and has been used successfully by several other local authorities. Furthermore, where a reduction in the parking standard is to be permitted, garage spaces and rear parking court spaces will not count towards the standard to ensure parking provision remains usable for residents.

- Whilst providing generous EV charging provision at new development may increase the uptake of EVs over petrol/diesel vehicles, it may discourage modal shift to more active modes of travel. However, the alternative of not providing sufficient EV infrastructure at new development would significantly hinder North Somerset's ability to decarbonise our transport network and is therefore not considered a realistic alternative.
- There is a need to ensure that any revised parking standard does not conflict with the emphasis, in light of Covid-19, on measures that promote walking and cycling such as reallocating street space and parking bays to pedestrians and cyclists. As such, the SPD provides extensive guidance relating to cycle parking to ensure appropriate cycle parking facilities are available at all new developments.

9. Equality Implications

9.1. An Equalities Impact Assessment has been undertaken as part of the review process and was reviewed following the public consultation.

9.2 A reduction in the number of vehicle parking spaces at new development was identified as having a 'low' impact on disabled people. Disabled people often have greater reliance on the private car due to specific access needs and a widespread reduction in the availability of parking at new development may limit their ability to easily reside in, access and use proposed developments. This has been mitigated by ensuring that any reduction in the number of parking spaces at new developments does not apply to disabled parking spaces. This will ensure that developments are still required to provide a minimum number of disabled-only parking bays to ensure they remain accessible to those with disabilities. These spaces will be required to meet larger specific dimensions and be located as close to the destination's entrance point as possible.

9.3. As part of the public consultation, various disabled groups were consulted. In light of the feedback received, a variety of improvements to disabled provision for both vehicle and cycle parking have been introduced, including enlarged disabled bay dimensions, new standards for parallel

disabled bays and disabled EV bays, and also the introduction of comprehensive guidance regarding the type of non-standard cycle parking the Council will expect at new developments.

9.4. As the proposal may result in reduced parking provision at some new developments, it is possible that all groups will be impacted in their ability to access vehicle parking spaces at new developments. However, this will be mitigated by ensuring that, in line with the Parking Needs Assessment, parking is only reduced in suitable locations well served by public and active modes of travel and less reliant on private vehicle ownership.

10. Corporate Implications

10.1. The revised SPD will have implications within Place, specifically for Transport Planning, Planning Policy and Development Management as the SPD will form a material consideration in the determination of planning applications and the planning of new developments across North Somerset.

10.2. This will have positive implications for the aforementioned service areas by providing greater clarity regarding reductions to parking provision and contribute towards our climate objectives.

10.3. The revised SPD will also support the various NSC policies outlined in section 2.

11. Options Considered

11.1. The alternative would be to retain the existing Parking Standards SPD which dates to 2013. Given the Climate Emergency and the need to quickly and comprehensively review our policies in light of this, retaining our current Parking Standards SPD is not considered a viable option.

Author:

Jack Wyatt
Transport Policy Officer, Development Management
Place Directorate

Appendices:

Appendix A: Draft North Somerset Parking Standards SPD and Parking Needs Assessment

Appendix B: Review of public consultation feedback and proposed amendments

Background Papers:

Evidence Base: Introducing Planning Policy For Electric Vehicles in New Development (May, 2019)

North Somerset Council Core Strategy (2017)

Joint Local Transport Plan 4 2020-2036 (2020)

North Somerset Corporate Plan 2020-24 (2020)

North Somerset Council Development Management Policies: Sites and Policies Plan Part 1 (2016)

North Somerset Climate Emergency Strategic Action Plan (2019)

North Somerset Draft Active Travel Strategy (2020)

North Somerset Council Climate Emergency – Report on Area Baseline Evidence (July 2020)

Appendix A: Revised North Somerset Parking Standards SPD
(Attached separately)

Appendix B: Review of public consultation feedback and proposed amendments

Parking Standards SPD: Review of Consultation feedback and subsequent amendments

Background:

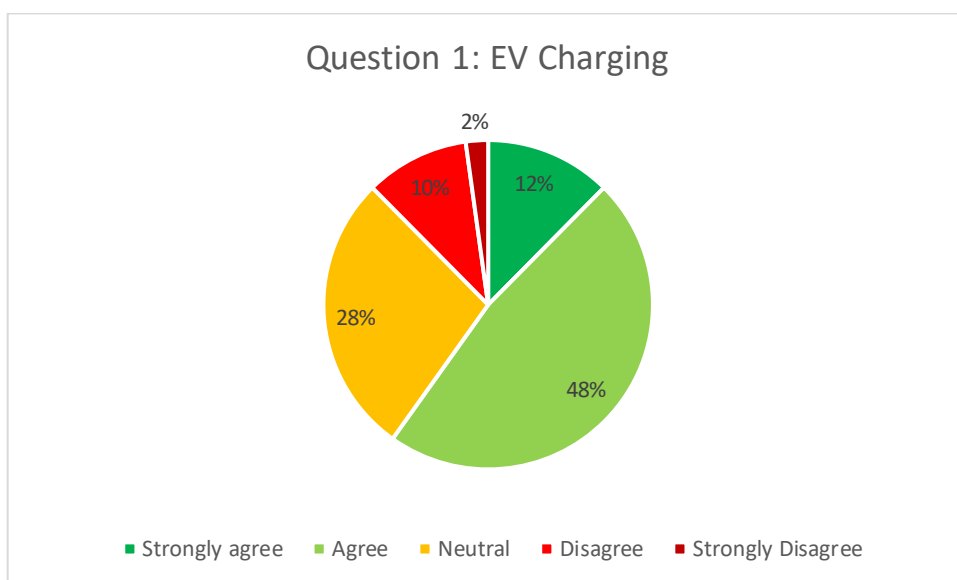
Public and stakeholder consultation on the draft SPD ran between 17th May – 28th June 2021. The consultation was publicised through a variety of means including the Town and Parish digest, Nextdoor social media platform and The Knowledge. Through 'e-consult', the consultation was also sent directly to a variety of stakeholders and planning policy consultees. The consultation received 136 responses which represented a significant increase from the 32 responses received at the 2013 consultation for the current version.

The consultation format included 7 questions each relating to a specific aspect of the proposals, as well a final question which enabled respondents to provide more general comments.

Consultation Responses:

Question 1:

To what extent do you agree that the level of Electric Vehicle Charging proposed at new developments (outlined in Principle 19) is sufficient to contribute towards the demands of the Climate Emergency?



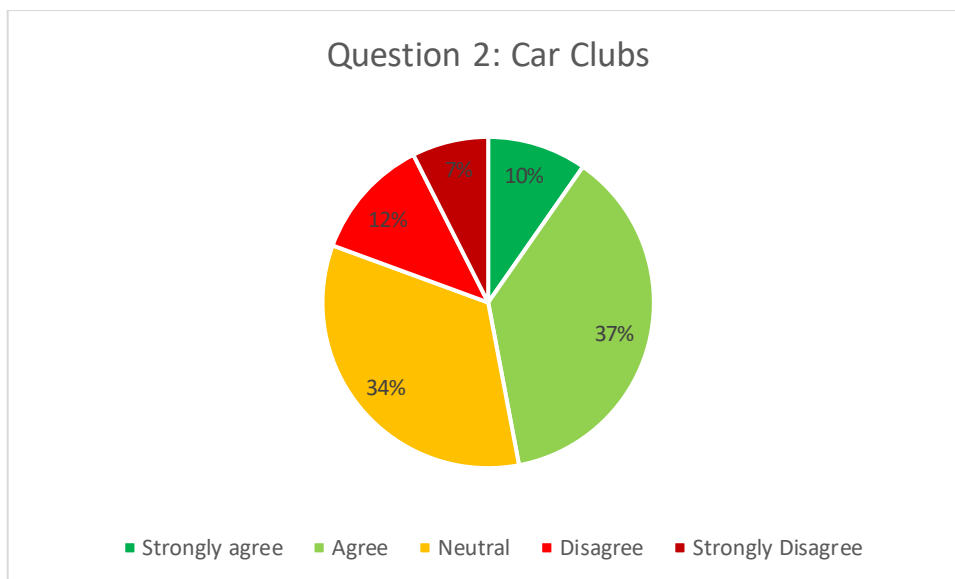
Comments/Actions:

- Largely positive response to the proposals. 60% strongly agreed or agreed with the proposals and only 12% disagreed/strongly disagreed.
- Primary concern from consultees regarding EV charging was that we are not being ambitious enough as a Local Authority and that we should be requesting a higher proportion of Electric Vehicle Charging at new developments. In light of this feedback, and having undertaken a comparison with other recently adopted Parking Standards from other LAs we have made the following amendments:
 - Increase in requirement of active provision to 25% of spaces at unallocated residential development, with the remaining 75% provided with passive provision.

- For non-residential development, increase to at least 20% active provision and a further 20% passive provision to support the later installation of charge points should this be necessary.
- Concern was raised from a small number of developers regarding the financial burden the proposed EV charging infrastructure may place on developers as well as the capacity of local utilities to manage the increased infrastructure.
 - However, this is not considered sufficient grounds to delay the introduction of minimum requirements for EV charging provision at new development and it is felt that any concerns regarding the impact upon specific local utility services can be addressed through the planning process.
- It was highlighted that national standards may soon be introduced through an update to building regulations.
 - In response, we have acknowledged this within the SPD but made clear that if Building Regulations are updated, developers will be expected to meet whichever standard is greater

Question 2:

To what extent do you agree that the proposals (outlined in Principle 20) to request Car Club vehicles at suitable new developments are appropriate?

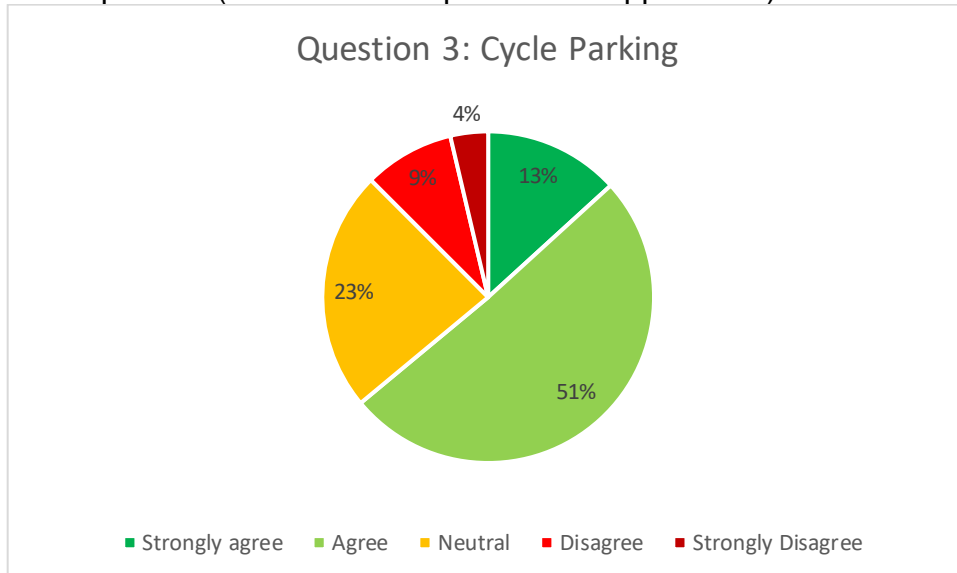


Comments/Actions:

- Again, broadly positive response with 47% of strongly agreeing or agreeing, 34% neutral and only 19% with an unfavourable view of the proposals.
- Comments received were widely supportive of the principle to introduce Car Club vehicles. It was mentioned, however, that perhaps we could go further and introduce a minimum requirement for car club vehicles at all new developments.
 - However, given that the success of car clubs is largely dependent on specific local factors such as population density, a blanket requirement would result in car clubs being delivered in locations that are unlikely to be feasible in the long term
 - It is therefore considered that a case by case approach to the delivery of Car Clubs is more appropriate.

Question 3:

To what extent do you agree that the level and type of cycle parking required at new developments (set out in Principle 21 and Appendix A) is sufficient?

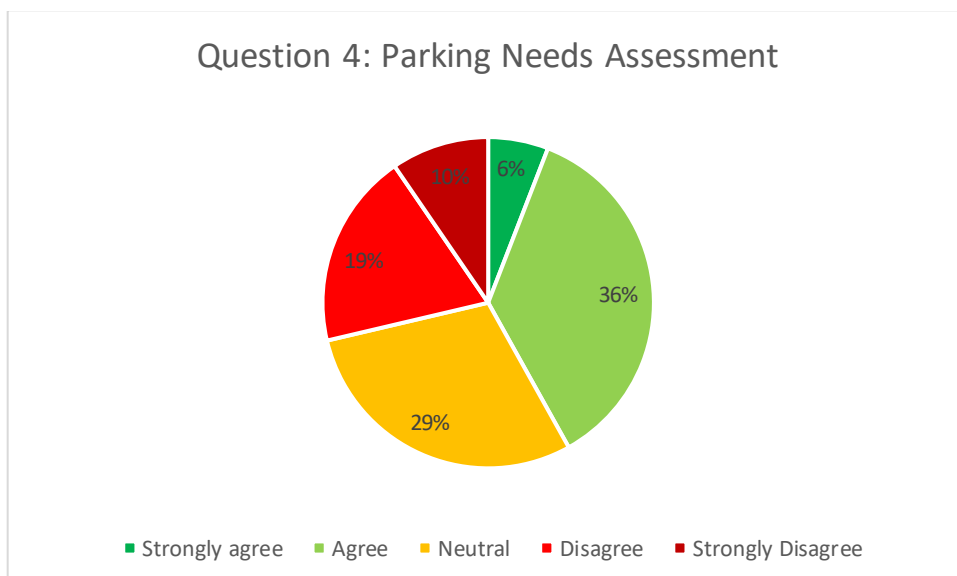


Comments/Actions:

- Largely positive response regarding the level of cycle parking proposed at new developments – 64% strongly agree/agree, 23% neutral and only 13% disagree.
- It was noted, however, that cycle/scooter provision for children’s homes, primary and secondary schools may not be sufficient.
 - The SPD has been amended to reflect the need for a Travel Plan for these types of developments to determine a suitable level of cycle/scooter provision.
- A small number of comments suggested the SPD placed too much emphasis on cycle parking
 - However, given the context of the Climate Emergency and the Council’s recent adoption of the Active Travel Strategy, it is considered necessary to provide ample cycle parking facilities at new development

Question 4:

To what extent do you agree that the overall balance of the Parking Needs Assessment (set out in Appendix B) is right and everything has been considered?



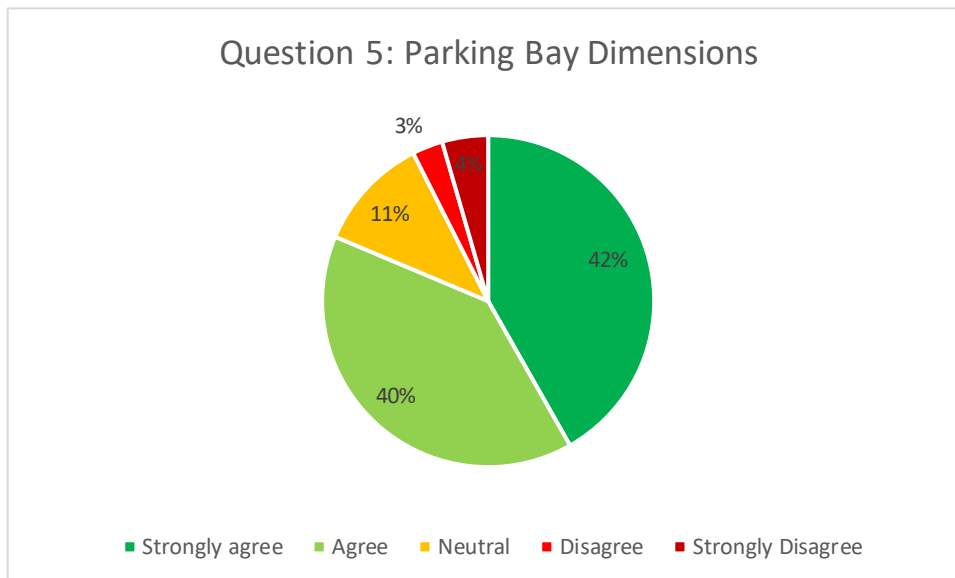
Comments/Actions:

- Whilst still receiving more positive responses than negative, this did receive a more mixed response with 42% strongly agreeing or agreeing with the proposals, 29% neutral, and 29% disagreeing or strongly disagreeing.
- However, of those 29% who disagreed, there was a clear divide between those who felt the Assessment offered too great a reduction, and those who felt it did not offer significant enough reductions to discourage car use and tackle the Climate Emergency.
- There were a number of comments suggesting that the Parking Needs Assessment did not go far enough and should provide a greater discount in parking spaces in order to discourage the use of private vehicles in light of the Climate Emergency
 - However, providing too few parking spaces at new development can cause a variety of Highway Safety and other issues and does not necessarily result in reduced car ownership. On this basis, it is not considered appropriate to introduce a blanket reduction in the parking standard.
 - The Assessment is therefore aimed at delivering a level of parking that reflects local circumstances and local car ownership levels and the Highways and Transport Development Management Team have tested a wide variety of sites across North Somerset to ensure this is the case.
- Some organisations also undertook case studies and felt that the assessment results still provided too many parking spaces in relationship to local car ownership levels and therefore greater discounts should be applied to the level of parking required
 - However, these case studies tended to rely upon 2011 census car ownership data and it is widely accepted that car ownership levels have since increased. When adjusted to reflect projected growth, the Parking Needs Assessment is more in line with anticipated car ownership levels
- It was also suggested that lower standards for affordable housing be introduced given that there is evidence to suggest that affordable developments tend to have lower car ownership levels
 - However, whilst it is acknowledged that affordable housing developments tend to have low car ownership levels, this was not considered appropriate on the grounds of equality, in that it could limit access to vehicles for those groups more reliant on affordable housing.
- On the other hand, a number of comments disagreed with the principle of offering any discount to the standards set out in the SPD
- The parking issues experienced at the Locking Castle and Port Marine Developments were frequently cited as justification for this opinion
 - However, the issues experienced at Locking Castle and Port Marine were caused primarily by the application of 'maximum standards' that were in place prior to the 2013 Parking Standards SPD, as well as the high reliance on small garage spaces and rear parking courts that are both often under utilised
 - Both sites have been thoroughly tested by the HTDM team which has confirmed that that even with the application of the Parking Needs Assessment, a level of parking that would accommodate anticipated vehicle ownership would be provided
 - In addition to this, to ensure parking issues are avoided, garage spaces will not count towards the standard where the Parking Needs Assessment facilitates a reduction
 - The assessment is also very well established at other authorities and we have received very positive feedback regarding the application of the assessment and the level of discount provided by the assessment.
- There were also a number of positive comments recognising the potential of the Parking Needs Assessment to facilitate higher density development less dependent on private cars in the right location.

- It was also noted that the assessment now reflects the NPPF requirement at para 107 to take into account the accessibility, public transport opportunities, and car ownerships when setting local parking standards.

Question 5:

To what extent do you agree that the proposal to increase minimum parking bay dimensions from 2.4m by 4.8m to 2.5m by 5.0m is appropriate?



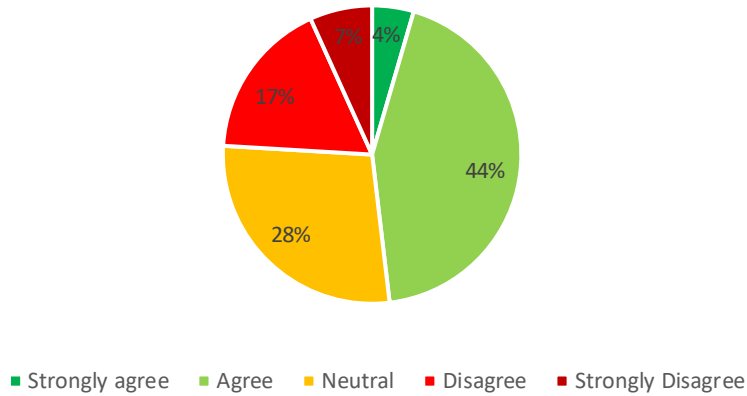
Comments/Actions:

- This received significant support from residents with a large majority of 82% supporting the proposals, 11% neutral and only 7% disagreeing with the proposal.
- Positive comments focused on the inadequate dimensions of current parking bays, as well as the positive impact it will have for users who may struggle with the constrained nature of current bay dimensions.
- However, valid concerns were raised regarding the additional land required to deliver increased parking bay dimensions and subsequent impact on housing density, as well as the potential to encourage the use of larger, less efficient, vehicles.
 - In light of these concerns, it is proposed to retain the proposed increase in width to 2.5m which is where the majority of access issues occur but retain the existing 4.8m length which allows for the majority of vehicles to use a space without overhanging.

Question 6:

To what extent do you agree that the level of parking required at each development type (as set out in Appendix A) is suitable?

Question 6: Appendix A



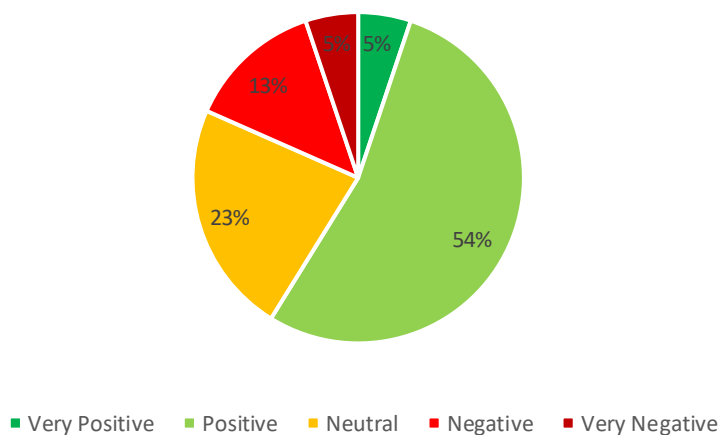
Comments/Actions:

- Respondents were broadly supportive of Appendix A which sets out the minimum number of parking spaces at new development with 48% strongly agreeing or agreeing, 28% neutral and 24% disagreeing.
- Of those who disagreed, there was a general feeling that the level of parking at some developments, e.g. hospitals, may not be sufficient and would be better determined by a Transport Assessment rather than a blanket standard.
 - In line with this, the standards have been amended so that, whilst still retaining an absolute minimum requirement, it is also noted that the final level of parking should be subject to a Transport Assessment and Travel Plan

Question 7:

What is your overall impression of the changes proposed as part of this review?

Question 7: Overall Impression



Comments/Actions:

- Overall, there was significant support for the changes proposed as part of the review with 59% having a positive or very positive response to the proposals, 23% neutral and only 18% having a negative opinion of the proposals.
- Unfortunately, of those negative views we received, many were based on factors outside of the scope of the Parking Standards SPD, particularly the existence of pre-existing parking issues across the Authority Area.

- The SPD, however, relates only to new development and therefore does not have any influence/ability to rectify parking issues at existing locations.
- We also received a number objections on the basis that it was felt there is already too much development proposed within North Somerset.
 - Again, however, this is not within the scope of the Parking Standards SPD to address and the SPD is only concerned with ensuring sufficient levels of parking at new development.
- There was also a minority who objected to the use of the term Climate Emergency and thought the document was too heavily focused on Active Travel
 - However, it is considered that the SPD needs to be updated in line with the Council's declaration of a Climate Emergency and recently adopted Active Travel Strategy
- Regarding the positive feedback received, this focused primarily on:
 - Measures to tackle the Climate Emergency including EV charging provision and Car Clubs.
 - The ability to provide more appropriate levels of parking in certain locations through the Parking Needs Assessment.

Question 8:

Do you have any comments or suggestions about the document you would like us to consider?

- The majority of comments have been considered above although a number of them did not relate directly to any of the above questions:
- Most significantly, there were a number of comments that the Parking Standards SPD does not sufficiently meet the needs of disabled users. Whilst the SPD was not proposing any significant changes in this respect, it was felt that the existing standards are inadequate and need to be updated in line with more recent guidance. In light of these comments, it is proposed to:
 - Enlarge Disabled Bay dimensions
 - Introduce dimensions for parallel disabled bays and disabled EV bays
 - Amend guidance on height restrictions at non-residential developments
 - Introduce comprehensive guidance regarding the type of non-standard cycle parking the Council will expect at new developments
 - Greater provision for mobility scooters at new developments
- It was also noted that our Parking Survey guidance (which outlines how developers should undertake parking surveys where required by the Development Management Team) should be more tailored to each individual application.
 - We have consequently amended our guidance to request that prior to undertaking any survey, the details be submitted to the Highway Authority for authorisation to ensure that the HA are satisfied with the proposals.

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North Somerset Council

Parking Standards Supplementary Planning Document

November 2021



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Parking Standards SPD

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2. Policy Context
3. Background and Evidence
4. Overarching Principles and Objectives for All New Development
5. Parking for Residential Development
6. Parking for Non-Residential Development
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9. Cycle Parking for All New Development

Appendix A: Car and Cycle Parking Standards

Appendix B: Parking Needs Assessment



1. Introduction

This Parking Standards Supplementary Planning Document (SPD) defines and outlines North Somerset Council's approach to parking in new developments within North Somerset.

A supplementary planning document is used to provide further detail to existing development plan policies, but it cannot create new policy. In this case the Parking Standards SPD provides further clarification and interpretation of Core Strategy Policy CS11: Parking. The supplementary planning document will be a material consideration in planning decisions, but is not itself a development plan document.

CS11: Parking

Adequate parking must be provided and managed to meet the needs of anticipated users (residents, workers and visitors) in usable spaces. Overall parking provision must ensure a balance between good urban design, highway safety, residential amenity and promoting town centre attractiveness and vitality.

New developments must seek to maximise off street provision, assess where on-street provision may be appropriate, demonstrate that buses, service and emergency vehicles are not restricted, and ensure that the road network is safe for all users.

Detailed parking policy guidance for all forms of development will be provided as part of the Sites and Policies Development Plan Document.

Chapter 2 of this document sets out the national and local policy context in which the SPD has been prepared. Background evidence which highlights local challenges and issues for parking in new development in North Somerset is provided in chapter 3.

The overarching principles which guide the council's approach to parking provision in new developments are outlined in chapters 4, 5, 6, 7, 8 and 9. These principles define the council's fundamental expectations for parking provision within new residential and non-residential development in North Somerset, and support the parking standards set out within this SPD.

North Somerset Council proactively encourages pre-application discussions for all development proposals. Developers and their agents are expected to have regard to this SPD at an early stage of developing their proposals.

2. Policy Context

The policies and standards set out within this SPD conform to national and local planning and transport policy, including the strategy and objectives of the Joint Local Transport Plan 4 (2020-2036).

National planning policy, articulated through the National Planning Policy Framework (NPPF), seeks to promote sustainable development that demonstrates good, functional design and maximises the efficiency of land and resources. The NPPF enables local authorities to set parking standards for residential and non-

residential development to take account of local circumstances including type, mix and use of development, accessibility, availability of public transport and car ownership levels.

The National Planning Policy Framework removed the requirement to set maximum car parking standards, formerly required by Planning Policy Guidance 13, and means that local authorities have more power to set locally specific parking standards for new developments within their areas.

The North Somerset Core Strategy, adopted January 2017, outlines the overarching policy approach and objectives for parking in North Somerset. Policy CS11 Parking and Priority Objective 10 seek to ensure car parking in new development meets the needs of users, establishes good urban design and residential amenity, promotes highway safety and vitality of place, and widens travel choice.



3. Background and Evidence

In accordance with national and local policy, it is important to ensure that parking standards for North Somerset reflect well-evidenced local circumstances, balance the need to provide a sufficient number of parking spaces to minimise on-street parking whilst promoting sustainable travel choices, promote good design and enable the efficient use of land and resources.

Residential Parking Standards

In line with the council's declaration of a Climate Change Emergency and aspiration to be carbon neutral by 2030, the council will be supportive of higher density developments that facilitate the use of active and public modes of transport and are less reliant on private vehicles. Car ownership levels vary considerably across North Somerset and this SPD recognises that, in some locations, a lower level of parking than the prescribed standard may be appropriate. As such, in accessible locations that are well served by public and active modes of transport, have good local facilities and are less reliant on private vehicle ownership, the council may consider levels of parking below the minimum standards set out in this SPD.

Residential developments in both Locking Castle in Weston-super-Mare and Port Marine in Portishead have demonstrated the problems that can occur where an insufficient level of parking is provided. These problems include cars parking on the public highway and creating a nuisance for other residents, causing obstructions for service and emergency vehicles, reduced visibility at junctions, as well as adverse impacts to the overall quality of place and wider adverse social wellbeing impacts. Obstructions to service vehicles have proved particularly problematic, leading to missed collections, public health concerns and resident complaints. As a statutory obligation, this requires subsequent revisits – increasing both costs and

carbon emissions. It is therefore essential that any proposed reduction in parking provision at new development can be delivered without simply pushing vehicles onto the public highway.

On this basis, where provision below the minimum standard is sought, it is imperative that sustainable modes of travel be integrated into development proposals from the outset of the planning process. This must include excellent provision for cyclists and pedestrians, including segregated cycle provision in accordance with Local Transport Note 1/20 (July 2020) and cycling and pedestrian priority over motor vehicles on side roads and crossing points wherever possible. This should also include a close consideration of the local public transport network and provide high quality walking and cycling links to onsite and nearby offsite public transport routes and interchanges. For town centre locations, car club spaces must also be considered. This should be accompanied by sufficient evidence to demonstrate that a lower provision of parking will not result in significant Highway issues.

In determining a suitable reduction in the level of required parking, the council will refer to the Parking Needs Assessment included within this SPD as Appendix B. This offers developers the opportunity to score their proposals against the council's criteria for reducing the number of required parking spaces. For larger developments, multiple assessments may need to be undertaken, each covering a different geographical area of the



application site. This will need to be agreed with the Highway Authority. This should be completed as part of a broader Transport Statement, Assessment or Travel Plan and will classify proposals as one of seven varying levels of accessibility, each with a corresponding reduction to the required number of parking spaces. The final level of parking to be provided remains subject to the judgement of the council.

Non-Residential Car Parking Standards

Parking provision at journey destinations is considered to be one of the greatest influences on car use. In many residential locations, maximum parking standards may prevent the delivery of adequate and functional parking provision. However, at non-residential locations it is essential to manage the demand for car travel by ensuring that the availability of car parking space does not discourage the use of alternative transport modes whilst ensuring that commuter car parking does not adversely impact on the surrounding local area. On this basis, where development proposals meet the criteria set out in the Parking Needs Assessment included in Appendix B, the council will consider a reduction in the number of required parking spaces at non-residential development.



4. Overarching Principles and Objectives for All New Development

Principle 1: Use of standards

The parking standards included in this SPD apply to all development in North Somerset, including change of use.

Objectives

The number of parking spaces required for different classes of development is set out within this SPD. Residential and non-residential parking standards are expressed as a required standard.

Where development includes two or more land uses to which different parking standards apply, the required parking provision should be assessed on the basis of the uses' respective gross floor areas. Developers are encouraged to make best use of any shared parking areas where this can be achieved without difficulty or adverse impact on the surrounding area.

If the sum of the parking requirement results in part spaces, the provision should be **rounded up** to the nearest whole number.

The parking standards should be applied to all development in North Somerset, including change of use, sub-divisions, conversions and extensions. Where a residential extension would increase the number of bedrooms, this may result in an increase to the required parking provision. The council may consider proposals for residential self-

contained annexes as separate dwellings where considered appropriate.

Where an increase in bedrooms, floor area or change of use would result in a higher parking standard, additional spaces need only be provided to serve the additional requirement and not make up for deficiencies in existing provision.

Where appropriate and/or required by the Travel Plans SPD, new development should be supported by a proactive travel plan and demand management measures which help manage the demand and competition for parking.

Principle 2: Demonstrating that the parking requirement can be met

Planning applications should include information to demonstrate to the satisfaction of the council that the parking needs of the proposed development can be accommodated on or close to the site without prejudicing other planning objectives or the operation and safety of the highway network.

Objectives

Planning applications should be accompanied by scaled plans (at a minimum of 1:500) to show how parking will be accommodated and accessed.

To be considered as meeting the required standard, car parking spaces need to meet the minimum dimensions set out below. These dimensions should be considered as absolute minimums and will need to be enlarged where obstructions adjacent to spaces are present.

Type of parking space	Minimum effective dimension
Parking bay	2.5m x 4.8m
Parallel parking space	6.0m x 2.0m
Garage	Internal minimum dimensions: Floor area 20sqm Width 3.0m Length 6.0m
Double garage (without dividing wall)	Internal minimum dimensions: Floor area 38sqm Width 5.5m Length 6.0m
Disabled bay	2.5 x 4.8m plus an additional 1.2m access zone on each side and to the rear. Access zones can be shared with adjacent spaces.
Parallel disabled space	6.6m x 2.7m (or 3.0m where placed in the centre of the carriageway). Where 5 or more spaces are to be provided, 20% of spaces should be enlarged to a length of 8m to accommodate adapted vehicles with ramp access to the rear.
Electric vehicle bay	2.8m x 5.0m
Disabled electric vehicle bay	2.8m x 5.0m plus an additional 1.2m access zone on each side and to the rear. Access zones can be shared with adjacent spaces.

The dimensions of parking spaces will need to be increased if spaces are situated next to a wall, footway or other potential obstruction. Spaces with obstructions at both ends, such as a garage door and footway, will need to be enlarged to a length of 5.5m. Spaces alongside a wall or other obstruction will need to be enlarged to a minimum width of 2.7m to ensure that they are usable and accessible. Spaces obstructed alongside both sides must be enlarged to a width of 3.0m.

Aisle width between rows of spaces should be a minimum of 6.0m to enable vehicles to manoeuvre safely.

Turning diagrams (vehicle tracking assessments) may be required to demonstrate that vehicles can safely access the space provided.

In line with the council's Accessible Housing Needs Assessment SPD, a minimum of 17% of all proposed dwellings must meet the standards contained in the Building Regulations 2010 Volume 1 M4(2) Category Two: Accessible and adaptable dwellings. On this basis, for parking spaces provided within the curtilage of such a dwelling, at least one space should be capable of enlargement to attain a width of 3.3m. For communal parking provided to a block of flats, at least one parking bay must be provided close to the communal entrance of each core of the block. This bay should have a minimum clear access zone of 900mm to one side and a dropped kerb.

Access to a single driveway should have a minimum clear width which enables a vehicle to enter and exit safely. Access to communal parking

areas should have a minimum clear width which enables two cars to pass.

The council will not permit the use of double-banked (tandem) spaces in communal parking areas.

A condition may be imposed to ensure that car parking spaces are retained for car parking and not used for any other purpose.

Principle 3: High quality design and layout

The council will promote high quality, functional and inclusive parking design in the layout of new developments.

Objectives

The quality of development and the street scene will not only be influenced by the number of parking spaces but how they have been integrated with the public realm.

There are many ways of designing high quality parking areas and minimising the impact of parking for development. Developers should consider a range of approaches to car parking from the master-planning stage of the development process and will need to satisfy the council that they have proposed the most appropriate solution.

The design and location of parking should always take reference from the character and the appearance of the street scene and surrounding area.

From the outset, developers should consider a user hierarchy which prioritises pedestrian use of the street and recognises the street as an extension of the public realm. The design and layout of parking areas should facilitate safe and direct pedestrian movements.

Car parking should always be located close to the property it serves. For houses, car parking should be convenient, overlooked and within the residential curtilage of the property.

Design solutions should avoid large expanses of hard surfacing and ensure that parked vehicles do not dominate street frontages.

The inclusion of rear parking courts should be avoided. If required, parking courts should be provided in the form of parking squares at the front of dwellings and integrated into the street scene. If in exceptional circumstances rear parking courts are permitted, they should be well lit, overlooked, the same style as other parts of development, and restricted to a maximum of 10 spaces per court. Parking courts should only have one entrance/exit point to ensure that there is no reason for non-residents to travel through the court.

For parking areas in non-residential developments, developers should consider a range of design and layout options, and select the most appropriate layout that maximises public safety and the efficient operation of the area. Echelon parking should be considered where appropriate.

End of Parking or 'H' Bars, commonly used to keep a section of carriageway or access clear

of waiting vehicles will only be considered in exceptional circumstances in accordance with the council's keep clear markings guidance, available on the council's website.

A mixture of high quality materials and landscaping should be used to break-up and enhance the appearance of parking areas. The landscaping scheme should be resilient to pedestrians and vehicles and should be appropriate to the level of management that the parking area will receive. Where shrubs are to be used to break up parking areas, it is essential that sufficient space be allowed for growth so as not to restrict future visibility. These shrubs must not require excessive maintenance.

The design of car parking areas should comply with Secured by Design principles to promote crime prevention and personal safety and should promote wider place making objectives. Parking areas should be designed to minimise surface water run-off. Surface water run-off from private driveways and allocated parking areas is not permitted to drain onto the public highway. These areas will need to be designed to ensure that the surface water run-off is either contained within the boundary of a property or directed to a private drainage system so that it does not come onto the public highway. The use of and/or integration with sustainable urban drainage systems (SUDS) should be considered when designing car parking areas.

A private driveway should be constructed using a suitable permeable surface or set out such that the surface water run-off from the driveway will be onto adjacent soft landscaped areas.

Residential developments for elderly persons and other developments which are likely to be highly used by people with disabilities may require a relatively higher provision of disabled spaces and should make adequate provision for access, parking and charging of mobility vehicles.

Developers and their agents are encouraged to consult *Manual for Streets (2007)*, published by the Department for Transport which provides guidance on the design and layout of new developments, including street widths and design of parking facilities.

Principle 4: Low-car development

In line with the Parking Needs Assessment included within this SPD as Appendix B, the council will be supportive of low-car development in highly sustainable locations, well served by public and active modes of travel.

The council will consider low-car developments in highly accessible locations, less reliant on private vehicles, as defined by the Parking Needs Assessment contained within this document as Appendix B.

Given the problems associated with under provision of parking, it is essential that low-car developments be targeted in areas with low car ownership levels. Such developments must provide excellent pedestrian and cycling facilities, car club spaces and links to public transport. They should be marketed as low-car from the outset and integrate sustainable modes of transport into

development proposals. Proactive Travel Plan initiatives which manage the demand for private vehicles and encourage future occupiers to travel by sustainable modes of transport will also be required. This should be accompanied by sufficient evidence to demonstrate that the development will not have a detrimental impact on local highway conditions. Applicants are encouraged to make use of the pre-application service to identify any specific evidence and measures that may be required by the council.

In cases where proposed development meets the criteria for low-car, it is essential that a sufficient number of disabled parking bays are included to ensure the development remains accessible and attractive to all users. This should also be accompanied by a number of loading/unloading only bays to ensure suitable access to delivery vehicles.

Similarly, to ensure safe access for emergency vehicles it is imperative that adequate measures be taken to prevent vehicles parking in a way that may obstruct necessary access.

The final level of parking to be provided remains subject to the judgement of the council.



5. Parking for Residential Development

Principle 5: Car parking provision in residential development

Residential development should provide the required minimum number of car parking spaces set out in Appendix A.

Where provision below the required standard has been granted by the council, the council may require the site to provide contingency space that can be used for parking in the future should parking issues become critical (e.g. grassed or wood-chipped areas).

If, after consideration of the parking requirements for the development in accordance with this SPD, this results in there being less than one on-site parking space for each property, then those parking spaces should not be allocated.

Objectives

The residential parking requirements balance the need for the provision of sufficient on-site parking to meet the needs of residents with good design. The minimum required parking standards for residential developments are set out in Appendix A.

The council will support provision below the required standards in areas of lower car ownership and where it can be demonstrated that a development is highly accessible by alternative modes of transport and there will be no unacceptable impact on on-street parking or highway safety. The Parking Needs Assessment included as Appendix B of this SPD details the criteria by which the council may agree to a lower provision of parking.

Car parking should be provided within the development site and within the curtilage of the property. In exceptional circumstances, and where it can be demonstrated to the satisfaction of the council that this is not possible, Principles 8, 9 and 11 may be considered.

Principle 6: Allocated parking spaces

Where car parking is not located within the residential curtilage of a dwelling, at least one space should be allocated for use by each dwelling.

Principle 7: Garages

Garages will only count towards the car parking standard where they meet the minimum dimensions outlined in Principle 2.

Objectives

Spaces should be allocated in a way that does not distinguish between market housing and affordable housing.

It is the expectation that each property will have the parking space(s) located closest to it.

A car parking allocation plan should be submitted in support of a planning application to ensure that all new properties have at least one car parking space and to ensure an appropriate, accessible layout.

The allocated car parking space(s) need to be retained in perpetuity and be identified in the deeds to the dwelling.

Objectives

Garages will only count towards the car parking standard where they meet the minimum dimensions outlined in Principle 2.

Where adequate on-site parking has been provided in an alternative form, the provision and dimensions of a garage will not need to be taken into account by the council in consideration of the parking standard.

Given that garages are often used for storage rather than parking, where the council has agreed to a reduction in the minimum number of required parking spaces, garage spaces will not count towards this standard.

Car ports/undercroft parking tend to be well used for car parking and can improve the appearance of parking within the streetscene.

Car ports/open undercroft parking also discourages the use of integral parking space as storage. Communal undercroft parking must be well lit, allow for good surveillance and should be kept private with access control measures for residents only.

Basement car parking is recommended for high density urban developments or where it is impractical to provide in-curtilage surface parking. Basement parking should provide allocated

parking spaces, promote crime prevention and personal security and only be located in areas of low flood risk.

Car parking spaces that can only be accessed through a garage or car port will not count towards the parking standard.

To prevent illegal parking, where vehicles encroach on the carriageway or footway, minimum and maximum 'setback' spaces will be required as follows:

- Where virtually no driveway space is provided: the distance from garage door to footpath/road should be a maximum of 0.5m. This design should only be considered at parking courts, or cul-de-sacs where vehicle speeds are low.
- Where driveway space is provided: the distance from garage door to footpath/road should be a minimum distance of 5.5m.

Figure 1: Example Garage parking

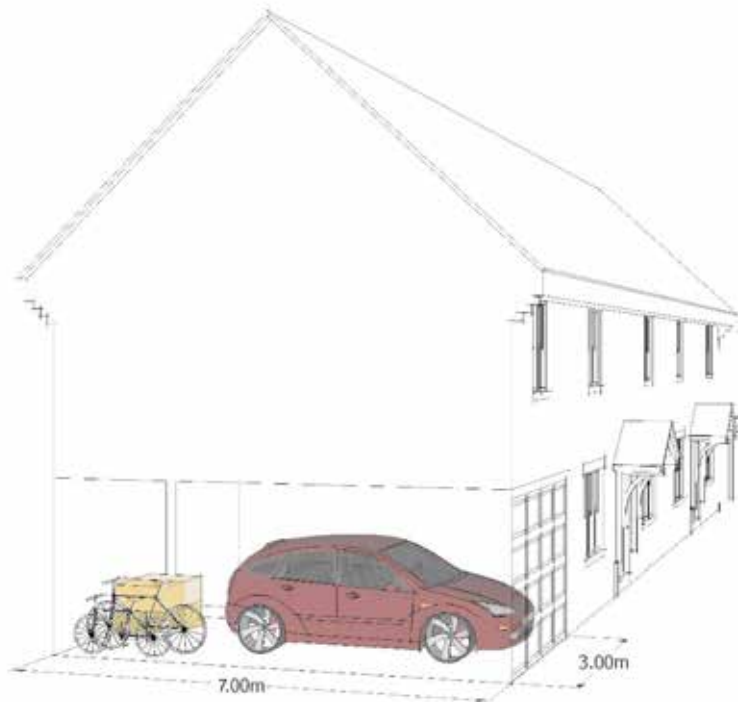
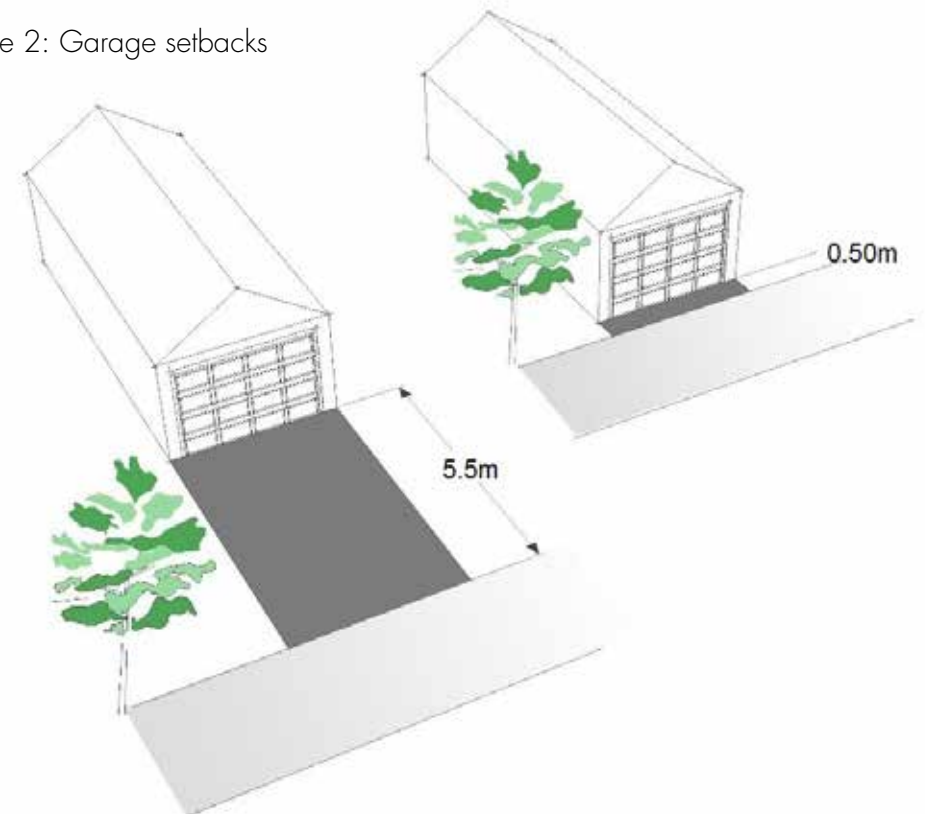


Figure 2: Garage setbacks



Principle 8: Parking on the public highway (residential)

Parking spaces on the public highway within a 100m walking distance of the site may count towards the parking standard if the applicant can demonstrate that it has unused capacity, there is no opportunity to provide car parking closer to the site and it would not unacceptably impact on existing on-street parking provision or on the safety or operation of the public highway.

Objectives

Unused capacity and the impact of an increase in demand for on-street parking should be demonstrated through parking surveys, submitted with the planning application, undertaken during the early morning (6am to 7am) and late evening (8pm to 9pm) on a sample week and weekend. The survey should, as a minimum, indicate how many spaces (measured in accordance with the dimensions outlined in Principle 2) are unoccupied at different times on different days and be supported by appropriate plans and corresponding photographs. Prior to undertaking any parking survey, developers should confirm the details of the proposed survey (roads to be surveyed, single/both sides of the carriageway, survey times etc) with the Highway Authority.

On-street parking spaces which are not allocated to particular dwellings may be considered for adoption by the Highway Authority subject to appropriate design. Those which are part of the allocated parking provision of individual



Figure 3: Example on-street residential car parking

dwellings will not be adopted and therefore the developer must make arrangements for their future management and maintenance.

Developers must consider the effective carriageway width of the public highway when proposing on-street parking spaces. Developers and their agents are advised to consult Manual for Streets (2007) in this respect.

End of Parking or 'H' bar markings will not be considered for individual residential properties.

Principle 9: Parking on land in separate ownership

Spare capacity on third party land may count towards the parking standard where secured in perpetuity with a legal agreement.

Objectives

In order for car parking spaces on land in separate ownership to count towards the parking standard, the council would need to see, submitted with the planning application, evidence that the spaces will be available to residents, can be accessed appropriately and are of a suitable standard.

The car parking spaces must be located within a 100m walking distance of the site.

Principle 10: Visitor car parking

Individually accessible visitor car parking spaces should be provided in accordance with Appendix A.

Objectives

Visitor car parking spaces should be included within the parking provision to allow residents to accommodate visitors and for the site to accommodate changes.

The total visitor space requirement should be rounded up to the nearest whole number.

No special provision need be made for visitors where at least half of the parking provision associated with a development is unallocated.

Visitors car parking spaces should be clearly identifiable as such where they are located within private car parking areas.

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Principle 11: Parking in town centres (residential)

The council may consider applications for residential development in town or local centres where the parking requirement cannot be met within the residential curtilage.

Objectives

The council recognises that new development in town and local centres can facilitate regeneration and have social, economic and environmental benefits. However, due to the physical constraints which may be present at such urban locations, it may not be reasonably possible to meet the required parking standard within the site. In this case, the council will consider a level of parking lower than the recommended minimum in line

with the criteria set out in the Parking Needs Assessment included in Appendix B. The final level of parking to be provided remains subject to the judgement of the council.

It would be expected that the planning application demonstrates the site is highly accessible by other means of transport and makes excellent provision for access by sustainable transport modes.

Where less than one space per dwelling is provided on site, those spaces should be unallocated.

Setting up a car club scheme, in line with the guidance set out in Principle 20, must also be considered for town centre residential developments. Such schemes can offer residents an attractive and convenient alternative to private car ownership, particularly in town centre locations where parking provision may be limited. Developers are advised to consult with car club operators to determine the suitability and likely costs of a proposed car club. Where a car club space is considered appropriate, the council may require provision via a planning condition or a Section 106 Agreement. In order to achieve maximum community uptake, these spaces should generally be located on-street and remain accessible to the wider community. In line with the council's commitment to be carbon neutral by 2030, any proposed car club must be served by an electric vehicle and, as such, be located adjacent to an electric vehicle charging point.

Applicants may consider the use of public parking or other off-site locations to meet the parking requirement in accordance with Principle 8 and Principle 9.

Where provision below the required standard has been granted by the council it would be expected that developers propose and pay for measures to manage parking demand such as a proactive Travel Plan and/or on-street parking controls.



6. Parking for Non-Residential Development

Principle 12: Car parking provision in non-residential development

Non-residential development should meet the required number of car parking spaces set out in Appendix A. Evidence should be provided to demonstrate that the level of car parking proposed would be appropriate for the site and manages the demand for car travel.

Objectives

Car parking provision at journey destinations is one of the greatest factors influencing car use. Development proposals should avoid excessive parking provision to use land efficiently and manage the demand for car travel.

The council recognises that the economic viability of a proposed development and/or the vitality of the application site may require a higher or lower parking standard. The council will only permit parking provision which exceeds the required standard where:

- It can be demonstrated to the satisfaction of the council that a higher level of parking is needed to secure the viability of the proposed development
- An existing lack of parking is demonstrably harming the vitality and economic viability of the area

- Alternatives to additional parking provision have been explored and cannot reasonably be provided
- Additional alternative measures are proposed to manage demand for travel by car, including a proactive Travel Plan

The council will permit provision below the required parking standard where it is demonstrated to the satisfaction of the council that a development is highly accessible by alternative modes of transport and there will be no unacceptable impact on on-street parking or highway safety. The Parking Needs Assessment included as Appendix B of this SPD details the criteria by which the council may agree to a lower provision of parking.

Where provision of 10% or more below the required standard has been granted by the council it would be expected that developers propose and pay for measures to manage parking demand such as a proactive Travel Plan and/or on-street parking controls.

Car parking should be provided within the development site. In exceptional circumstances, and where it can be consistently demonstrated to the satisfaction of the council that this is not possible during the operational hours of the development, Principles 13 and 14 may be considered.

Developers must apply the objectives of Principle 3 when considering the design and layout of non-residential parking areas.

Where appropriate, non-residential developments should also consider the provision of Parent & Child bays.

Figure 4: Example Non-residential car park layout



Principle 13: Parking on the public highway (non-residential)

Parking spaces on the public highway within a 200m walking distance of the site may count towards the parking standard if the applicant can demonstrate that it has unused capacity, there is no opportunity to provide car parking closer to the site and it would not unacceptably impact on existing on-street parking provision or on the safety or operation of the public highway.

Objectives

Unused capacity and the impact of an increase in demand for on-street parking should be demonstrated through parking surveys, submitted with the planning application, undertaken during the operational hours of the development on a sample week and/or weekend. The survey should, as a minimum, indicate how many spaces (measured in accordance with the dimensions outlined in Principle 2) are unoccupied at different times on different days and be supported by appropriate plans and corresponding photographs. Prior to undertaking any parking survey, developers should confirm the details of the proposed survey (roads to be surveyed, single/both sides of the carriageway, survey times etc) with the Highway Authority.

On-street parking spaces which are not allocated to a particular development may be considered for adoption by the Highway Authority subject to appropriate design. Those which are part of the allocated parking provision of the development will not be adopted and therefore the developer must make arrangements for their future management and maintenance.

Developers must consider the effective carriageway width of the public highway when proposing on-street parking spaces. Developers and their agents are advised to consult Manual for Streets (2007) in this respect.

Principle 14: Parking on land in separate ownership

Spare capacity on third party land may count towards the parking standard where secured in perpetuity with a legal agreement.

Objectives

In order for car parking spaces on land in separate ownership to count towards the parking standard, the council would need to see, submitted with the planning application, evidence that the spaces will be available to the development, can be accessed appropriately and are of a suitable standard.

The car parking spaces must be located within a 200m walking distance of the site.

Principle 15: Parking and delivery spaces for commercial/service vehicles

Where relevant, applicants should make provision for delivery vehicles and parking for lorries and vans on the basis of a full appraisal of current and future requirements.

Objectives

The following standards should be used as a guideline but are subject to an assessment of the appraisal:

Use Class	Provision
B2/B8	<ul style="list-style-type: none"> For the first 2000sqm GFA, 1 Heavy Goods Vehicle (HGV) space per 500sqm Over 2000sqm GFA, 1 HGV space per 1000sqm
Retail and other uses	Applicant to demonstrate that service vehicles and HGV/van deliveries can be made without disruption to the local highway network or prejudice to highway safety.
Bay dimensions	3.0m x 5.0m for vans 3.5m x 7.5m for non-articulated HGVs and minibuses 4.5m x 16.0m for articulated HGVS, buses and coaches

Vehicle tracking assessments may be required to demonstrate that vehicles can safely access the space provided.



Principle 16: Disabled Parking

Non-residential development should provide a minimum of 5% of their total parking spaces for people with disabilities.

Objectives

Parking for the disabled is required as a proportion of the relevant local standard for cars. Parking for the disabled is not additional to the general parking requirement and is included in the calculation of the required standard. Disabled bays must be provided to the dimensions set out in Principle 2.

If, after consideration of the parking standards for the development in accordance with this SPD, results in a requirement of less than 20 spaces, a minimum of 1 space must be provided to disabled bay dimensions.

Disabled spaces should be located as close to the destinations entrance point as possible and dropped kerbs should be provided to enable easy access from disabled parking bays to and from the footway.

In line with national inclusive mobility guidance, it is recommended that the minimum vertical clearance, from carriageway to designated parking bays should be 2600mm. This height is sufficient to ensure that vehicles with wheelchairs stowed on top are not obstructed. Where this is not possible, signs specifying the minimum clearance must be displayed prominently so that

drivers can avoid entering the car park. At the same point, directions to a suitable alternative parking areas must be displayed.

Where development is to take place without on-site parking, the availability of parking for the disabled in public/shared car parking will need to be reassessed and additional provision funded by the development if appropriate. The availability of on-street parking for the disabled may also be taken into consideration.

Consideration must also be given to safe covered storage and charging points for mobility scooters, electric wheelchairs and other mobility aids. Where appropriate, this should be determined as part of any accompanying Transport Assessment/Travel Plan.

Principle 17: Coach Parking

Development proposals likely to generate coach travel such as sports venues, public transport interchanges, and new school developments should provide adequate space to facilitate coach parking.

Appropriate off-street facilities should be provided for the stopping, setting down and picking up of passengers, together with adequate space for the manoeuvring of vehicles to leave the site in a forward gear. The onus will be on the developer to demonstrate that an appropriate level of provision is made to satisfy likely levels of usage. Layouts requiring coaches to reverse in and out of a site would not be acceptable.

Principle 18: Motorcycle parking

For non-residential development, motorcycle parking is required at a minimum of 3% of the relevant required car parking standard.

Objectives

The term 'motorcycle' refers to all powered two-wheeler, including scooters and mopeds.

Motorcycle parking is required at a minimum of 3% of the relevant required car parking standard. This should be provided in addition to, not as a percentage of, the required level of car parking. Where considered appropriate as part of a Transport Assessment, a higher proportion of motorcycle parking can be provided.

Specific parking measures should be considered as part of new developments to assist motorcyclists in making integrated journeys at public transport interchanges, places of employment, shops and such like.

Security should be one of the foremost considerations for those providing parking facilities for motorcycles. The availability of secure parking spaces in close proximity to facilities is particularly important in areas such as public transport interchanges, workplaces and shopping and entertainment centres where medium to long-term parking may be anticipated. Physical security will be very attractive to most riders needing to park for more than a few minutes as well as casual users such as motorcycle tourists

and others unfamiliar with the area. Half barriers at entrances/exits to car parks particularly multi-storeys should be considered for ease of use by motorcycles.

Motorcycle anchor points should be installed, where possible formed of a raised horizontal bar (400-600mm) integral with pedestrian railings or protected by other means to safeguard pedestrians (particularly people with impaired vision). Ground anchor points may be considered where these are unlikely to become a trip hazard.

At medium to long-stay parking sites, consideration should be given to locating motorcycle parking in supervised areas, or near to points such as ticket barriers where staff supervision is possible. Unstaffed facilities may require CCTV.

Provision of lockers or storage facilities for users to stow helmets, waterproofs and other equipment can be valuable and should be considered by those providing parking to known users.

The level of illumination in parking areas that is acceptable will vary according to the site, and security considerations must be balanced against the environmental impact of lighting. Where possible, parking should also be located where it will be regularly observed by passers-by.

Motorcycle parking areas should, where practicable, be covered, providing shelter during inclement weather and other causes of inconvenience such as damage to parked motorcycles, tree debris/sap and bird waste. This needs to be balanced in relation to security.

Motorcycle parking within a multi-storey car park is best provided as a dedicated area, ideally on the ground floor at or near the entrance/exit in order to avoid using ramps and circulation areas.

Provision of adequate signs and markings should be included indicating where the motorcycle parking is located.

In locating motorcycle parking, sites should be chosen that are well drained and the surface should, as far as practical, have no, or only a slight, gradient.

Close proximity to uncontrolled carriageway crossings should be avoided, as mobility impaired persons may have difficulty seeing past densely parked motorcycles. Drain covers should also be avoided.



7. Electric Vehicle Parking for All New Development

Principle 19: Electric Vehicle Parking

To future proof new development by ensuring that sufficient electric vehicle parking provision and infrastructure is provided in both public and private parking areas.

Objectives

In 2017, the government announced its Clean Growth Strategy, pledging to ban the sale of new petrol and diesel cars by 2040 (revised down to 2030 in November 2020). This was followed by the Road to Zero Strategy in 2018 which set out the government's ambition for at least 50% of new car sales to be Ultra Low Emission Vehicles (ULEVs) by 2030, and to develop one of the best Electric Vehicle (EV) infrastructure networks in the world. This was accompanied by the Automated and Electric Vehicles Act 2018 which provided further support to the uptake of EVs. In line with these commitments, the NPPF was updated in 2018 to ensure new development and local parking standards consider the need to provide an adequate provision of spaces for charging plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations.

In addition to this national framework, the council itself declared a Climate Change Emergency in 2019, aiming to be a carbon neutral council and a carbon neutral area by 2030. In line with both

national and local policy, the council will therefore require the provision of electric vehicle charging points in both residential and non-residential development.

The following standards are to be considered as an absolute minimum and, as such, the council may request provision above these standards where considered appropriate.

Residential development:

- For allocated parking (both on and off plot), the council requires a minimum of 100% passive provision. This should take the form of cabling and Residual Current Device (RCD) sufficient to enable the subsequent installation of 7kW 32amp Office for Zero Emission Vehicles (OZEV) compliant wall or ground mounted charge point.
- For unallocated parking, the council will expect 75% passive provision, as well as 25% active provision. Active provision should take the form of cabling, RCD and 7kw 32amp OZEV compliant wall or ground mounted charge point. A minimum of 1 charge point, or 5% of EV bays, whichever is greater, should be accessible to disabled drivers. These spaces should be 2.8m wide with an additional 1.2m access zone to the sides and rear. Access zones can be shared with adjacent spaces.

- For on street parking, where there is no in-curtilage parking provision, the council will require 100% passive provision to ensure that costly and invasive works are not subsequently required in the public highway.

Non-residential development:

- For non-residential development, at least 20% of the total parking spaces should include fast (7kw-22kw) charging points with a minimum of 1 space. A further 20% of spaces should include passive provision to support the later installation of charging points. The council may require greater provision at areas of long-stay parking where demand may be higher.
- Where more than 20 EV bays are to be provided, provision of a rapid charger should be considered from the outset.

Where it can be demonstrated that it is not possible to provide the level of EV charging infrastructure required as part of the SPD, the council will seek appropriate mitigations, for instance, in the provision of off-site EV charging infrastructure.

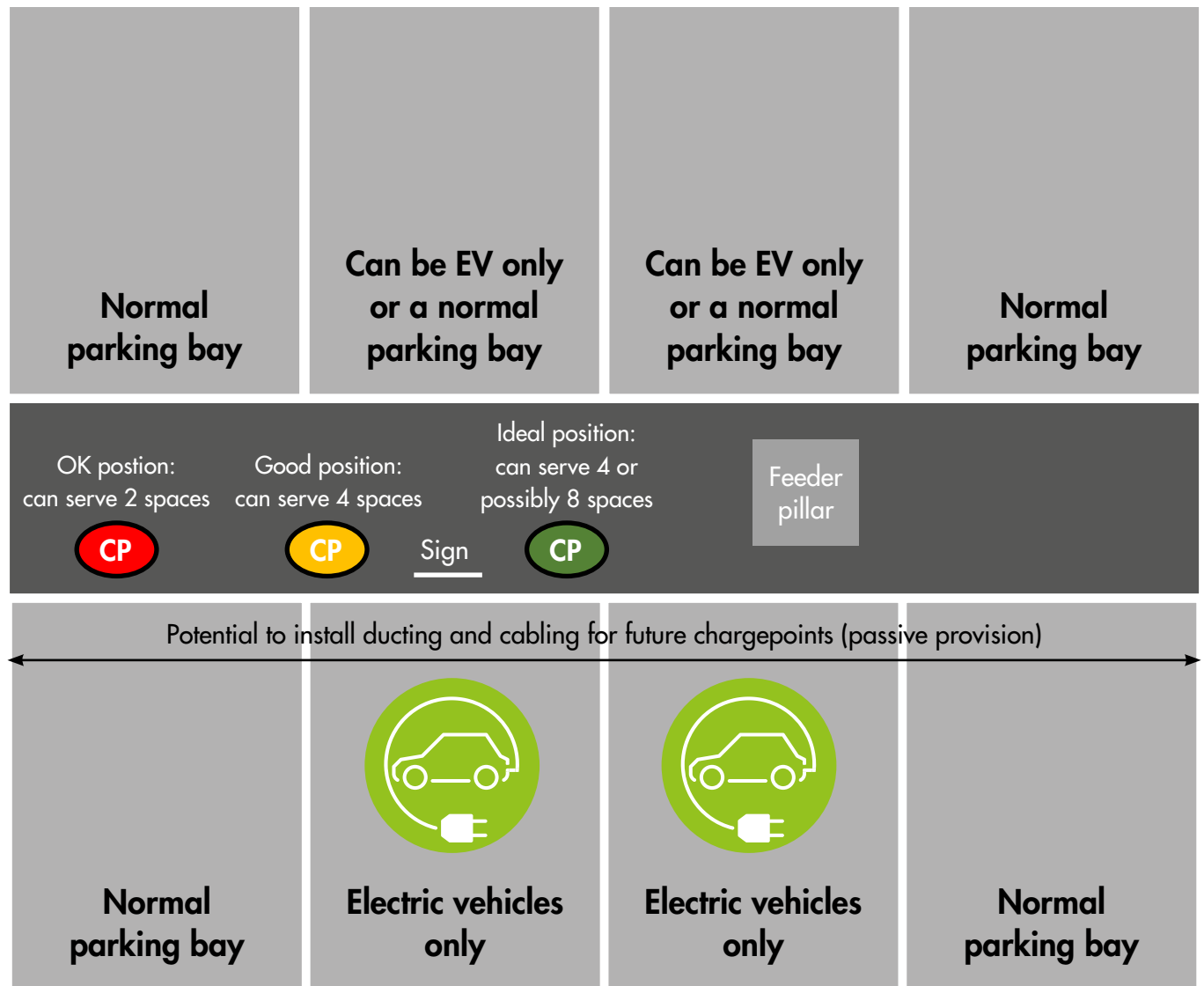
The following guidance should be adhered to in relation to non-residential EV parking bays:

- The layout of the parking bays should maximise ease of use of the charge point.

- Charge points should be placed so they can serve as many vehicles as possible, as outlined in figure 5.
- EV bays should be a minimum of 2.8m wide.
- EV charge points must be protected from collision and should be positioned such that they are not an obstacle or trip hazard to users on the road or pavement.
- A minimum of 1 charge point, or 5% of EV bays, whichever is greater, should be accessible to disabled drivers. These spaces should be 2.4m wide with an additional 1.2m access zone to the side and rear.
- EV charging bays should only be available to EVs. These should be clearly signed and marked as EV-only.
- Time restrictions of one hour should be considered for rapid EV charge points, to maximise the opportunity for use.
- Charging points should be highly visible but not disrupt the aesthetic value of the location.
- Any active provision that requires running a cable across the footway would create a safety hazard and would therefore not be considered acceptable.

It is recognised that, following consultation in 2019, building regulations may soon be altered to include requirements for electric vehicle chargepoints at all new development. Should these be introduced in addition to the standards outlined above, the council will expect provision to be delivered at whichever standard is greater.

Figure 5: Suggested charge point layout (Energy Savings Trust, Positioning Chargepoints and Adapting Parking Policies for Electric Vehicles, 2019)



8. Car Club Schemes at All New Development

Principle 20: Car Club Schemes at New Developments

Car club schemes must be considered at new developments. Where considered appropriate, the council may secure provision via a planning condition or via Section 106 agreement.

Objectives

In line with the council's declaration of a Climate Emergency in 2019, and ambition to be carbon neutral by 2030, it is essential that opportunities are taken to decarbonise our transport network and promote alternatives to private vehicle ownership.

Car clubs can offer residents an attractive and convenient alternative to private vehicle ownership, particularly in town centre locations where parking provision may be limited. They can encourage increased use of public transport, walking and cycling, whilst still providing access to a car when required. Moreover, car club schemes can act as an incentive for households to dispense of their second car, and it is estimated that each car club space typically replaces up to 10 privately owned vehicles. This has a range of potential benefits including greater residential densities, more available land for green space, and improvements to the street scene as areas become less dominated by private vehicles.

It is essential, therefore, that car clubs be considered at new developments to mitigate the reliance on private vehicle ownership and use. This is particularly true of development proposals likely to generate a large number of travel movements and those which require a Transport Assessment/Transport Statement and a Travel Plan.

The suitability of car clubs at new development is dependent on a variety of factors, including housing density, parking policy, accessibility and visibility of the car club bays, and successful promotion and marketing. Car clubs must therefore be considered at the outset of the planning process and developers are advised to consult with car club operators at the earliest opportunity to determine the suitability and likely costs of a proposed car club. Similarly, applicants are encouraged to make use of the pre-application service to identify locations where the council may request the provision of a car club. Where the council has agreed to a reduction in the minimum number of required parking spaces at a development (in line with principle 4: low-car development), it is likely that a car club will need to be provided to mitigate the demand for private vehicle ownership.

At developments the council consider the provision of a car club to be appropriate, provision may be secured via a planning condition or Section 106 agreement.

In order to achieve maximum community uptake, these spaces should generally be located on-street and remain accessible to the wider community. In line with the council's commitment to be carbon neutral by 2030, any proposed car club should be served by an electric vehicle and, as such, be located adjacent to an electric vehicle charging point. In exceptional circumstances, where the provision of an Electric Vehicle charging point is not possible, a hybrid car club bay may be considered. Wherever possible, cycle parking, in line with the standards set out in Principle 21 of this SPD, should be made available within close proximity to the car club bay to maximise the accessibility and potential use of the car club.

Upon delivery of a car club bay, it is essential that it be promoted through a variety of channels to site occupants and the wider community including through Moving in/Welcome packs and leaflets to the local community and local businesses. Residents/employees of the site should also be provided with incentives to join, for example, through one-year complimentary membership and free drive time offers. This should be clarified and set out as part of broader Travel Plan measures.

Further information around the delivery of car club schemes can be accessed at CoMoUK.

9. Cycle Parking for All New Development

Principle 21: The application of cycle parking standards

The cycle parking standards set out within Appendix A provide the minimum requirement that will be applied for cycle parking for new development.

Objectives

Secure, well-designed cycle storage is required to encourage cycle ownership and use. It is important that there is adequate storage of the right type at home and at the journey destination. All new development must adhere to the Department for Transport guidance for Cycle Parking set out in Local transport Note 1/20 Cycling Infrastructure Design (July 2020).

For major and mixed-use developments, there is scope to consider the cycle parking provision on the development's specific characteristics. This should be justified in transport evidence submitted with the planning application.

The cycle parking standards relate to the total cycle parking requirement, and the mix between long and short stay cycle parking spaces should be determined by the nature of the development. This should be justified in transport evidence submitted with the planning application.

Where on-site provision is not possible, payment in lieu to the council will be sought for the provision of cycle parking in an alternative location plus 10% for maintenance. In such cases, the council will then, where possible, provide a cycle parking facility in the vicinity of the development. Alternatively, on-street solutions, such as cycle 'hangars' should be considered and discussed at the application stage.

If the sum of the parking requirement results in part spaces, the provision should be **rounded up** to the nearest whole number.

Parking for cycles must be secure, weather-proof and accessible. Cycle stores should be provided at ground level and be of sufficient size to allow the requisite number of bicycles to be stored. For all cycle parking, it is required that both wheels can rest on the ground. Two-tier cycle parking is less convenient for users and may be completely unusable for those with mobility impairments. As such, the council will not support the use of two-tier cycle parking spaces at new development.

Sheffield type racks must be used for short-stay cycle parking and will normally be required within a secure area for long-stay cycle parking. Cycle lockers can provide an alternative form of long-stay cycle parking.

Cycle stands need be located clear of pedestrian desire lines. They should be detectable by blind

or partially sighted people and, as such, a ground level tapping rail at either end of a run of stands should be provided. This should include broad bands of colours to highlight the stand.

For residential uses:

- The cycle store should be easily accessible and should not require the bicycle to be carried through the habitable accommodation. Storage within a hallway or other communal spaces will not be acceptable.
- Cycle parking should be provided by a secure structure within the curtilage of the property such as in a lockable garden shed, secure garden space or space within a garage that accords with Principle 2.
- In flatted developments or other multi-occupancy buildings it is preferable for each residential unit to have its own secure, cycle storage area. However, it is recognised that this may not always be possible and secure, well-designed shared storage facilities may be appropriate.
- For terraced developments it is preferable that a rear service alley is provided to provide access to the garden of each residential unit. This is to prevent the need for cycles to be taken through habitable accommodation.

- For some residential developments, such as flats, short stay visitor parking should be provided. Short stay cycle parking should be unallocated and located within the site but accessed independently from residential properties. Short stay cycle parking need not be of the same standard as long-term parking but should still be weather proof.
- In line with the council's Accessible Housing Needs Assessment SPD, a minimum of 17% of all proposed dwellings must meet the standards contained in the Building Regulations 2010 Volume 1 M4(2) Category Two: Accessible and adaptable dwellings. For these dwellings, the council will expect cycle storage to be suitable for the storage of non-standard cycles/mobility scooters and be supplied with a power point to enable charging.

For non-residential uses:

- A mix of long stay and short stay cycle parking should be provided depending upon the likely mix of users.
- Cycle parking should be located in prominent areas with good natural surveillance and should not be located where it is necessary to carry the bicycle through a building. Adequate lighting of cycle parking areas must be provided.
- Small clusters of stands close to main attractors are preferable to one central 'hub', although in retail malls, a central facility on the ground floor of a car park or near the

main pedestrian entrance to the mall may be the optimum location.

- Where cycle parking is provided principally for staff, shower and changing facilities should be provided.
- In line with guidance from the Department for Transport's Local Transport Note 1/20 Cycling Infrastructure Design (July 2020) 5% of the total proposed cycle parking should be provided for non-standard cycles to accommodate people with mobility impairments. These should be located close to accessible car parking spaces. Where less than 20 cycle parking spaces are to be provided, a minimum of 1 space should meet the specifications of a non-standard cycle bay set out below.

For non-standard cycle parking the following guidance should be adhered to at both residential and non-residential settings:

- Spaces should be a minimum of 1.5m wide in order to allow for dismounting.
- Parking should be located on ground level or as a minimum have step-free access via a shallow ramp or large accessible lift and should be located as close as possible to the units they serve (and certainly no further than disabled car parking spaces).
- Wherever possible, non-standard cycle bays should be situated to enable users to ride in and out of spaces without the need for reversing, turning or lifting a cycle.

- Signage should be put in place that clearly denotes cycle parking allocated for non-standard cycles and blue and white paint markings should be used to delineate the area of a non-standard cycle bay
- Cycle parking should be located in a sheltered and secure location and must not be exposed to the elements.

For non-residential uses the following definition of long and short stay cycle parking will apply:

Long Stay: Under cover, secure location, not generally accessible by public, but convenient for employees or other long stay visitors to use. Normally this would be a lockable shelter with 'Sheffield' type racks, or individual cycle lockers.

Short stay: This must be 'Sheffield' type racks, located in a convenient prominent location/s with natural surveillance (usually near reception or entrance areas).

Figure 6: Example non-residential long stay cycle parking



Appendix A: Car and Cycle Parking Standards

Residential Standards

Development	Description	Minimum number of vehicle parking spaces	Required number of cycle parking spaces	Electric Vehicle Provision
General residential (including residential caravans/static homes and holiday lets)	1 bedroom unit (1 unit only)	1 space per unit	1 space per bedroom	For allocated provision: a minimum of 100% passive provision For unallocated provision: a minimum of 75% passive provision and 25% active provision
	1 bedroom units (5 or more units)	1.5 spaces per unit	Dwellings delivered to the standards set out in the council's Accessible Housing Needs SPD, must be able to accommodate a non-standard cycle/mobility scooter and be supplied with a suitable power point for charging	
	2 and 3 bedroom units	2 spaces per unit		
	4+ bedroom units	3 spaces per unit		
	Holiday lets	1 space per 2 bedrooms; Minimum of 1 space		
Age restricted dwellings (including with care/assistance package available)	All units	1 space per 2 units for residents; and 1 space per 4 units for visitors; and 1 space for a warden Lesser provision may be acceptable where justified by a transport assessment/statement and demonstrated to the satisfaction of the council that there will be no adverse highway impact	1 space per 3 units; and 1 space per 6 staff (minimum of 2 spaces); and 1 space per 3 units for mobility scooters	For allocated provision: a minimum of 100% passive provision For unallocated provision: a minimum of 75% passive provision and 25% active provision

Development	Description	Minimum number of vehicle parking spaces	Required number of cycle parking spaces	Electric Vehicle Provision
Houses in Multiple Occupation (HMOs)	All units	1 space per 2 bedrooms	1 space per bedroom A minimum of one space must be able to accommodate a non-standard cycle/mobility scooter and be supplied with a suitable power point for charging	For allocated provision: a minimum of 100% passive provision For unallocated provision: a minimum of 75% passive provision and 25% active provision
Children's homes and residential units for adults with learning or physical disabilities	Residential staff	1 space per FTE	1 space per 6 staff (minimum of 4 spaces)	A minimum of 25% active provision. A further 75% passive provision
	Non-residential staff	1 space per 2 FTE	Cycle spaces for residents, as well as mobility scooter spaces, to be determined as part of a Travel Plan	
	Visitors	1 space per 4 clients		
Hospitals	Staff	To be determined by a Transport Assessment/Travel Plan with a minimum of 1 space per 3 staff	1 space per 6 staff (minimum of 4 spaces) 1 space per 10 bed spaces (minimum of 4 spaces)	A minimum of 25% active provision. A further 75% passive provision
	Visitors	To be determined by a Transport Assessment	Cycle spaces for visitors, as well as mobility scooter spaces, to be determined as part of a Travel Plan	
Nursing, residential and convalescent care homes	Staff	1 space per 2 FTE	1 space per 6 staff (minimum of 4 spaces)	A minimum of 25% active provision. A further 75% passive provision
	Visitors	1 space per 4 bed spaces	1 space per 10 bed spaces (minimum of 4 spaces)	
	Residents	1 minibus parking space	Cycle spaces for residents, as well as mobility scooter spaces, to be determined as part of a Travel Plan	

Development	Description	Minimum number of vehicle parking spaces	Required number of cycle parking spaces	Electric Vehicle Provision
Boarding schools	Per classroom	2 spaces per classroom	1 space per 6 staff (minimum of 4 spaces) and 1 space per 10 bed spaces Mobility scooter spaces to be determined as part of a Travel Plan	A minimum of 25% active provision. A further 75% passive provision.
Residential colleges and training centres	Bed spaces	2 spaces per 5 bed spaces	1 space per 6 staff (minimum of 4 spaces) and 1 space per 10 bed spaces Mobility scooter spaces to be determined as part of a Travel Plan	A minimum of 25% active provision. A further 75% passive provision.
Residential higher education facilities	All units	1 space per 5 bed spaces	1 space per 2 students Mobility scooter spaces to be determined as part of a Travel Plan	A minimum of 25% active provision. A further 75% passive provision.

Non-Residential Standards

Development	Description	Required number of car parking spaces	Required number of cycle parking spaces	Required number of disabled spaces	Electric Vehicle Provision
Retailing and servicing	Shops (Including post offices, hairdressers and other general retail uses)	1 space per 20sqm GFA	1 space per 6 staff and 1 space per 100m2 GFA (minimum of 4 spaces)	Disabled spaces should be provided at a minimum ratio of 5% of the total parking spaces	A minimum of 20% active provision. A further 20% passive provision

Development	Description	Required number of car parking spaces	Required number of cycle parking spaces	Required number of disabled spaces	Electric Vehicle Provision
Financial and professional services	Banks, betting offices, building societies, estate agents and other open to the general public	1 space per 20sqm GFA	1 space per 6 staff and 1 space per 100sqm GFA (minimum of 4 spaces)	Disabled spaces should be provided at a minimum ratio of 5% of the total parking spaces	A minimum of 20% active provision. A further 20% passive provision
Eating and drinking establishments	Cafes, function rooms, licensed social clubs, public houses, restaurants, wine bars (consumption on the premises)	1 space per 5sqm public area	1 space per 6 staff or 1 space per 40 sqm GFA (whichever is the greater)	Disabled spaces should be provided at a minimum ratio of 5% of the total parking spaces	A minimum of 20% active provision. A further 20% passive provision
Hot food takeaways	Including drive-through restaurants	5 spaces	1 space per 6 staff (minimum of 4 spaces)	Disabled spaces should be provided at a minimum ratio of 5% of the total parking spaces	A minimum of 20% active provision. A further 20% passive provision
Business	Offices, light industrial units, research and development sites, laboratories, studios	1 space per 30sqm GFA	1 space per 6 staff (minimum of 4 spaces) or 1 space per 100sqm (whichever is the greater)	Disabled spaces should be provided at a minimum ratio of 5% of the total parking spaces	A minimum of 20% active provision. A further 20% passive provision
General industrial	Manufacture and process production	1 space per 45sqm GFA	1 space per 6 staff (minimum of 4 spaces) or 1 space per 500sqm (whichever is the greater)	Disabled spaces should be provided at a minimum ratio of 5% of the total parking spaces	A minimum of 20% active provision. A further 20% passive provision

Development	Description	Required number of car parking spaces	Required number of cycle parking spaces	Required number of disabled spaces	Electric Vehicle Provision
Storage and distribution	Warehouses, wholesale cash and carry, distribution warehouses, open and covered storage	2 spaces per 1000sqm GFA	2 spaces per 1000sqm (minimum of 4 spaces)	Disabled spaces should be provided at a minimum ratio of 5% of the total parking spaces	A minimum of 20% active provision. A further 20% passive provision
Hotels, boarding and guest houses	Including hostels, youth hostels, motels, inns	1 space per bedroom (for hostels; per 3 bed spaces); and 1 space per 3 staff; and 1 coach space per 30 bedrooms	1 space per 6 staff (minimum of 4 spaces)	Disabled spaces should be provided at a minimum ratio of 5% of the total parking spaces	A minimum of 20% active provision. A further 20% passive provision
Non-residential institutions	Clinics/Dentists'/Doctors' surgeries/medical and health centres, veterinary surgeries	3 spaces per consulting room for patients and visitors; and 1 space per duty doctor, nurse or other professional staff; and 1 space per 2 admin/clerical staff on duty at any one time	1 space per 2 consulting rooms or 1 space per 6 staff (whichever is the greater)	Disabled spaces should be provided at a minimum ratio of 5% of the total parking spaces	A minimum of 20% active provision. A further 20% passive provision
	Creches, day centres, day nurseries	1 space per 2 staff; and 1 space per 6 clients (visitor parking)	1 space per 6 staff (minimum of 4 spaces)	Disabled spaces should be provided at a minimum ratio of 5% of the total parking spaces	A minimum of 20% active provision. A further 20% passive provision

Development	Description	Required number of car parking spaces	Required number of cycle parking spaces	Required number of disabled spaces	Electric Vehicle Provision
	Nursery/infant/junior/primary schools	1.25 spaces per classroom for staff; and Parent/guardian parking, where considered necessary, to be determined through a Transport Assessment/Statement and Travel Plan; and A minimum of one coach space must be provided	1 space per 6 staff (minimum of 4 spaces); and Cycle/scooter spaces for students to be determined as part of a Travel Plan. Minimum of 1 space per 10 pupils will be required	Disabled spaces should be provided at a minimum ratio of 5% of the total parking spaces	A minimum of 20% active provision. A further 20% passive provision
	Secondary schools	1 space per 2 staff A minimum of one coach space must be provided	1 space per 6 staff (minimum of 4 spaces); and Spaces for students to be determined as part of a Travel Plan. Minimum of 1 space per 7 pupils will be required	Disabled spaces should be provided at a minimum ratio of 5% of the total parking spaces	A minimum of 20% active provision. A further 20% passive provision
	Sixth form colleges, colleges of further education, universities	1 space per 2 staff; and 1 space per 15 students A minimum of one coach space must be provided	1 space per 6 staff (minimum of 4 spaces); and 1 space per 7 students	Disabled spaces should be provided at a minimum ratio of 5% of the total parking spaces	A minimum of 20% active provision. A further 20% passive provision

Development	Description	Required number of car parking spaces	Required number of cycle parking spaces	Required number of disabled spaces	Electric Vehicle Provision
	Church halls, community halls, places of worship, cultural centres, scout huts, youth clubs	1 space per 10 seats; or 1 space per 10sqm open hall area	1 space per 6 staff (minimum of 4 spaces); and 1 space per 25sqm	Disabled spaces should be provided at a minimum ratio of 5% of the total parking spaces	A minimum of 20% active provision. A further 20% passive provision
Assembly and leisure	Sports Halls/ Swimming Pools	1 space per 20 sqm open hall/ pool area + 1 space per 5 fixed seats	1 space per 25sqm	Disabled spaces should be provided at a minimum ratio of 5% of the total parking spaces	A minimum of 20% active provision. A further 20% passive provision
	Gyms/Health Clubs	1 space per 20sqm	1 space per 25sqm		
	Cinemas, Theatres and Conference Facilities	1 space per 5 fixed seats	1 space per 25sqm		
Other specific uses	Caravan/ camping sites	1 space per pitch (users); and 1 space per 10 pitches (visitors); and 1 space per 2 staff	1 space per 6 staff (minimum of 4 spaces); and 1 space per 5 pitches	Disabled spaces should be provided at a minimum ratio of 5% of the total parking spaces	A minimum of 20% active provision. A further 20% passive provision
	Garden centres	1 space per 25sqm GFA (open and covered area) Coach parking to be considered on a case by case basis	1 space per 6 staff and 1 space per 100sqm GFA (minimum of 4 spaces)	Disabled spaces should be provided at a minimum ratio of 5% of the total parking spaces	A minimum of 20% active provision. A further 20% passive provision

Development	Description	Required number of car parking spaces	Required number of cycle parking spaces	Required number of disabled spaces	Electric Vehicle Provision
	Fuel filling station with shop	1 space per 20sqm GFA (of shop); and 1 space per petrol pump	1 space per 3 staff	Disabled spaces should be provided at a minimum ratio of 5% of the total parking spaces	A minimum of 20% active provision. A further 20% passive provision
	Car workshops/ repair garages/ tyre and exhaust centres and other similar uses including car wash facilities.	3 spaces per service bay; and 2 HGV spaces per HGV repair bay; and 1 space per 45sqm for staff	1 space per 3 staff	Disabled spaces should be provided at a minimum ratio of 5% of the total parking spaces	A minimum of 20% active provision. A further 20% passive provision
	Motor vehicle showrooms and sales lots	1 space per 1 FTE staff; and 1 space per 50sqm sales area	1 space per 3 staff	Disabled spaces should be provided at a minimum ratio of 5% of the total parking spaces	A minimum of 20% active provision. A further 20% passive provision

For uses not listed in this schedule the required parking standard will be determined by the planning application in accordance with policy CS11 of the adopted Core Strategy

Appendix B: Parking Needs Assessment

North Somerset Residential Parking Needs Assessment

Site Rating	Points from Questionnaire	Discount
Very low	0 to 10	0-5%
Low	11 to 20	6-10%
Low-moderate	21 to 30	11-15%
Moderate	31 to 40	16-25%
Moderately-high	41 to 50	26-40%
High	51 to 60	41-65%
Very high	61 +	66-95%

- At all locations, parking provision will be required for disabled persons and no discount will be applied to disabled parking bays
- All walking distance must be measured in safe walking routes. The topography and safety of walking routes must also be considered and routes considered unsuitable for users will not be accepted as part of the assessment
- For larger developments, multiple assessments may need to be undertaken, each covering a different geographical area of the application site. This will need to be agreed with the Highway Authority
- Bus services the council consider unlikely to remain in place long term will not be accepted as part of the assessment

Criteria	Variation	Possible Score
1. Walking distance (m) to nearest bus stop with daily service	Less than 300m	5
	Less than 500m	3
	Less than 1000m	1
	More than 1000m	0
2. Most frequent bus service within 500m of the site	15 minutes or less	5
	30 minutes or less	3
	60 minutes or less	2
	Over 60 minutes	0
3. Number of bus services with an at least 60 minute weekday frequency stopping within 500m of the site	6 or more	5
	2 to 5	3
	1	2
	0	0
4. Quality of nearest bus stop (if within 500m of the site)	Good:	2
	<ul style="list-style-type: none"> ● Shelter, seating and flag; Timetable and Real-time information; ● Raised kerb and adequate footway width; ● Well lit, CCTV and overlooking buildings 	

Criteria	Variation	Possible Score
	Moderate: <ul style="list-style-type: none"> • Shelter and Flag; • Timetable Information; • Adequate footway width, no raised kerb; • Adequate lighting 	1
	Poor: <ul style="list-style-type: none"> • Marked only by pole and flag; • Little or no timetable information; • Narrow/no footway; • Little or no street lighting 	0
5. Walking/cycle distance (m) to nearest bus station or major interchange (defined as any location where 5 or more routes can be found within 200m walking distance)	Less than 500m	5
	Less than 1000m	4
	Less than 1500m	3
	Less than 2500m	2
	Less than 3500m	1
	More than 3500m	0
6. Walking/cycle distance (m) to nearest railway station	Less than 500m	5
	Less than 1000m	4
	Less than 1500m	3
	Less than 2500m	2
	Less than 3500m	1
	More than 3500m	0

Criteria	Variation	Possible Score
7. Trains per hour in each direction from nearest station (if within 3500m of the site)	5 or more	5
	3 to 4	3
	1 to 2	2
	Less than 1	0
8. Quality of nearest railway station (if within 3500m of the site)	Good: <ul style="list-style-type: none"> • Heated and enclosed waiting facilities; • Toilets; • Timetable and Real-time information; • Ticket office and machines; • Staffed for a majority of the day; • CCTV and other security measures; • Retail facilities; • Cycle parking within close proximity; • Fully accessible with lifts and ramps; • Bus and taxi interchange within close proximity 	2

Criteria	Variation	Possible Score
	Moderate:	1
	<ul style="list-style-type: none"> • Waiting facilities – part enclosed; • Toilets; • Timetable and Real-time Information; • Ability to purchase tickets; • Part-time staffing; • CCTV and other security measures; • Cycle parking within close proximity; • Some disabled accessibility; • Taxi Rank only 	
	Poor:	0
	<ul style="list-style-type: none"> • Poor waiting facilities – not enclosed; • No toilets; • Timetables only; • Not staffed; • No security measures; • No cycle parking; • No disabled accessibility; • No taxi rank 	
9. Is the planned development within a Residents Parking Zone?	Yes	5
	No	0

Criteria	Variation	Possible Score
10. Distance to edge (m) of Residents Parking Zone (if within RPZ)	More than 400m	5
	More than 200m	3
	Less than 200m	1
	No RPZ	0
11. Walking distance to nearest Car Club Bay	Less than 200m	3
	Less than 800m	2
	More than 800m	0
12. Is there an educational centre within walking distance (1000 metres or less)?	Primary and Secondary School/ College	5
	Primary School	3
	Secondary School/College	2
	No facility	0
13. Is there a grocery shop within walking distance (1000 metres or less)?	Shopping centre or High Street	5
	Super Market	4
	Corner Shop	3
	No facility	0
14. Is there a General Practitioner or Pharmacy within walking distance (1000 metres or less)?	General Practitioner	3
	Pharmacy	1
	No facility	0

Criteria	Variation	Possible Score
15. Quality of pedestrian facilities to local amenities	Good:	3
	<ul style="list-style-type: none"> • Footways of at least 2m wide; • Choice of pedestrian access points to sites in at least three directions; • Pedestrian routes are well maintained, well lit and designated for disabled access 	
	Moderate:	2
	<ul style="list-style-type: none"> • Footways present at minimum width of 1m; • Choice of pedestrian access in at least two directions; • Pedestrian routes are maintained to a reasonable standard with some street lighting and some disabled facilities 	
	Poor:	0
	<ul style="list-style-type: none"> • No footways adjacent to the site or narrower than 1m; • Access from only one point; • No street lighting or disabled facilities 	
16. Is there an educational centre within cycling distance (2500 metres or less)?	Primary and Secondary School/ College	2
	Secondary School/College	1
	No facility	0

Criteria	Variation	Possible Score
17. Is there a grocery shop within cycling distance (2500 metres or less)?	Shopping centre or High Street	2
	Super Market	1
	No facility	0
18. Number of major employment areas within cycling distance (2500 metres or less, sites identified to be agreed)	2 or more	2
	1	1
	No facility	0
19. Quality of cycling facilities to local amenities	Good:	2
	<ul style="list-style-type: none"> • Secure and sheltered bike storage; • Good choice of safe access routes for cyclists; • Design and maintenance of surrounding area sympathetic to cyclists; • Topography in a majority of directions is suitable for cycling 	
	Moderate:	1
	<ul style="list-style-type: none"> • On-road facilities and surfaces adequate for cyclists; • Some choice of safe access routes for cyclists; • Topography in some directions is suitable for cycling 	

Criteria	Variation	Possible Score
	Poor: <ul style="list-style-type: none"> • Poor on-road facilities and surfaces; • Limited choice of safe access routes for cyclists; • Narrow roads, no cycle lanes; • Challenging topography in close proximity of the site 	0
Is the development proposing, or located within 1000m walking distance of, a community work hub? (defined as a flexible workspace open to the community which reduces the need for workers to commute to company premises by offering an alternative workspace that facilitates remote working)	Yes	3
	No	0
Does the development propose any measures to encourage active/public modes of travel e.g. shared e-bike schemes, one-year free bus pass to residents etc? (Qualifying measures to be agreed with the Highway Authority)	Yes	3 (per measure)
	No	0

North Somerset Non-Residential Parking Needs Assessment

Site Rating	Points from Questionnaire	Discount
Very low	0 to 6	0-5%
Low	7 to 13	6-10%
Low-moderate	14 to 20	11-15%
Moderate	21 to 26	16-25%
Moderately-high	27 to 34	26-40%
High	35 to 44	41-65%
Very high	45 +	66-95%

- Page 103**
- At all locations, parking provision will be required for disabled persons and no discount will be applied to disabled parking bays
 - All walking distance must be measured in safe walking routes. The topography and safety of walking routes must also be considered and routes considered unsuitable for users will not be accepted as part of the assessment
 - For larger developments, multiple assessments may need to be undertaken, each covering a different geographical area of the application site. This will need to be agreed with the Highway Authority
 - Bus services the council consider unlikely to remain in place long term will not be accepted as part of the assessment

Criteria	Variation	Possible Score
1. Walking distance (m) to nearest bus stop with daily service	Less than 300m	5
	Less than 500m	3
	Less than 1000m	1
	More than 1000m	0
2. Most frequent bus service within 500m of the site	15 minutes or less	5
	30 minutes or less	3
	60 minutes or less	2
	Over 60 minutes	0
3. Number of bus services with an at least 60 minute weekday frequency stopping within 500m of the site	6 or more	5
	2 to 5	3
	1	2
	0	0
4. Quality of nearest bus stop (if within 500m of the site) (See assessment criteria)	Good: <ul style="list-style-type: none"> Shelter, seating and flag; Timetable and Real-time information; Raised kerb and adequate footway width; Well lit, CCTV and overlooking buildings 	2

Criteria	Variation	Possible Score
	Moderate: <ul style="list-style-type: none"> • Shelter and Flag; • Timetable Information; • Adequate footway width, no raised kerb; • Adequate lighting 	1
	Poor: <ul style="list-style-type: none"> • Marked only by pole and flag; • Little or no timetable information; • Narrow/no footway; • Little or no street lighting 	0
Page 104 Walking/cycle distance (m) to nearest bus station or major interchange (defined as any location where 5 or more routes can be found within 200m walking distance)	Less than 500m	5
	Less than 1000m	4
	Less than 1500m	3
	Less than 2500m	2
	Less than 3500m	1
	More than 3500m	0
6. Walking/cycle distance (m) to nearest railway station	Less than 500m	5
	Less than 1000m	4
	Less than 1500m	3
	Less than 2500m	2
	Less than 3500m	1
	More than 2500m	0

Criteria	Variation	Possible Score
7. rains per hour in each direction from nearest station (if within 3500m of the site)	5 or more	5
	3 to 4	3
	1 to 2	2
	Less than 1	0
8. Quality of nearest railway station (if within 3500m of the site)	Good: <ul style="list-style-type: none"> • Heated and enclosed waiting facilities; • Toilets; • Timetable and Real-time information; • Ticket office and machines; • Staffed for a majority of the day; • CCTV and other security measures; • Retail facilities; • Cycle parking within close proximity; • Fully accessible with lifts and ramps; • Bus and taxi interchange within close proximity 	2

Criteria	Variation	Possible Score
	Moderate:	1
	<ul style="list-style-type: none"> • Waiting facilities – part enclosed; • Toilets; • Timetable and Real-time Information; • Ability to purchase tickets; • Part-time staffing; • CCTV and other security measures; • Cycle parking within close proximity; • Some disabled accessibility; • Taxi Rank only 	
	Poor:	0
	<ul style="list-style-type: none"> • Poor waiting facilities – not enclosed; • No toilets; • Timetables only; • Not staffed; • No security measures; • No cycle parking; • No disabled accessibility; • No taxi rank 	
9. Is the planned development within a Residents Parking Zone?	Yes	5
	No	0

Criteria	Variation	Possible Score
10. Distance to edge (m) of Residents Parking Zone (if within RPZ)	More than 400m	5
	More than 200m	3
	Less than 200m	1
	No RPZ	0
11. Distance to nearest public car park with sufficient level of spare capacity (as evidenced with a parking survey)	Less than 200m	5
	Less than 500m	3
	Less than 1000m	1
	More than 1000m	0
12. Walking distance to nearest Car Club Bay	Less than 200m	3
	Less than 800m	2
	More than 800m	0
13. Quality of pedestrian facilities to the site	Good:	3
	<ul style="list-style-type: none"> • Footways of at least 2m wide; • Choice of pedestrian access points to sites in at least three directions; • Pedestrian routes are well maintained, well lit and designated for disabled access 	

Criteria	Variation	Possible Score
Quality of cycling facilities to the site	Moderate: <ul style="list-style-type: none"> • Footways present at minimum width of 1m; • Choice of pedestrian access in at least two directions; • Pedestrian routes are maintained to a reasonable standard with some street lighting and some disabled facilities 	2
	Poor: <ul style="list-style-type: none"> • No footways adjacent to the site or narrower than 1m; • Access from only one point; • No street lighting or disabled facilities 	0
	Good: <ul style="list-style-type: none"> • Secure and sheltered bike storage; • Good choice of safe access routes for cyclists; • Design and maintenance of surrounding area sympathetic to cyclists; • Topography in a majority of directions is suitable for cycling 	3

Criteria	Variation	Possible Score
	Moderate: <ul style="list-style-type: none"> • On-road facilities and surfaces adequate for cyclists; • Some choice of safe access routes for cyclists; • Topography in some directions is suitable for cycling 	2
	Poor: <ul style="list-style-type: none"> • Poor on-road facilities and surfaces; • Limited choice of safe access routes for cyclists; • Narrow roads, no cycle lanes; • Challenging topography in close proximity of the site 	0

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North Somerset Council

Report to the Executive

Date of Meeting: 09/11/2021

Subject of Report: Commissioning plan approval – Flexible framework for the procurement of independent fostering providers for placements for children and young people

Town or Parish: All

Officer/Member Presenting: Executive Member for Children’s Services and Lifelong Learning

Key Decision: N/A

Reason: This is a decision of Council and not of the Executive.

Recommendations

It is requested that the commissioning plan be approved to proceed.

1. Summary of Report

The report details the foster care services currently being purchased under the South West Sub-Regional Group for the National Contract for Independent Fostering Agency Placements, which is ending on 31st March 2022. The intention is to tender a flexible framework contract for 48 months from 1st April 2022 with an optional 24 month extension on an open framework¹. North Somerset Council (NSC) is part of the South West Sub-Regional Commissioners Group (SWSRCG), which consists of four Local Authorities (LA’s) for this recommissioning. The procurement of the new framework is led by Bath & North East Somerset Council with the three other LA’s in the Group supporting the procurement process including the evaluation of applications from prospective providers to join the framework. The Group will collaboratively oversee the management of providers and the contract of the duration of the arrangement.

2. Policy

This recommendation relates to the Council’s overarching priorities as detailed in the Corporate Plan 2020-2024 to be ‘a council which empowers and cares about people’ and be ‘an open and enabling organisation.’

¹ The terms DPS (Dynamic Purchasing System) and Framework are often used interchangeably but for the purposes of this decision shall be taken to mean the same thing i.e. providers are signed up to the DPS/Framework and NSC ‘call off’, or purchase, from it. Please note the terms DPS and framework are being used outside of their formal procurement rules meanings, as the subject matter of the contract is a light touch service under the EU rules and thus not covered by the detailed prescribed full rules. The terminology that is being used for this Decision is describing something that is not covered by that legal terminology.

North Somerset Council has made a 'commitment to protect the most vulnerable people in our communities' with 'a focus on tackling inequalities and improving outcomes.' By working collaboratively with our partners to procure local, high quality, family-based care for children and young people, they will be 'enabled...to lead independent and fulfilling lives' enhancing their 'skills, learning and employment opportunities.' Our contracted providers will actively seek to further develop the volume and resilience of local foster carers within North Somerset supporting us to 'empower our communities.'

In accordance with the Child Transformation Board priorities '**Prosperity & Opportunity**,' this contract will also 'drive growth in the North Somerset economy and local jobs.'

The Children's Annual Directorate Statement 2021-2022 further outlines commitments to '**ensure we are a council that empowers and cares about people**' by 'strengthening commissioning activity across children's services to ensure sustainable, improved outcomes for children and families.' Continuation of the existing sub-regional commissioning arrangement will reinforce existing inter-authority relationships benefiting children and young people to achieve 'sustained improvement of emotional wellbeing, education and employment outcomes.' Cross border 'relationships with partners and the voluntary sector, communities and local businesses' in more ethnically diverse areas, support North Somerset Council to 'participate in the national Resettlement Scheme, welcoming refugees, asylum seekers and their families to settle in North Somerset.'

3. Details

North Somerset Council has been a member of the current framework for the National Contract for Independent Fostering Agency Placements since 2017. Following agreement for a 12 month extension due to the impact of the COVID-19 pandemic on procurement activities (Director Decision PC13), it is due to end on 31st March 2022.

There are 29 providers on the current framework and in the 2020-21 financial year, a total of 92 children and young people were placed with foster families employed by 17 providers at a cost of £2.19 million. This year to date, placements have been commissioned for a total of 65 children and young people and there are currently 40 children and young people placed with 12 different providers with a fiscal year forecast of c.£1.7 million.

The intention is to tender a new flexible framework contract for 48 months from 1st April 2022 with an optional 24 month extension on an open framework². Under this, new providers will be able to apply to join the flexible framework every six months (or more frequently at the discretion of the Group). It is anticipated that the value of the framework life will be c. £15.2 million. Assuming the 24 month extension is undertaken as expected this equates to c £2.53 million per year.

North Somerset Council is part of the South West Sub-Regional Commissioning Group consisting of four local authorities. The procurement of the new framework is led by Bath & North East Somerset (B&NES) Council with the three ~~other~~ ~~other~~ member authorities supporting the procurement process including the evaluation of applications from prospective providers to join the framework. The Group will collaboratively oversee the management of providers and the contract for the duration of the arrangement.

The South West Sub-Regional Commissioning Groups project initiation document for Independent Fostering Provider Placements for Children & Young People, outlines the following benefits of collaborative working in this way;

- Combined tendering reduces the cost pressures of procurement exercises on individual authorities
- Offers a more efficient and cost-effective tendering process by requiring providers to undertake one tendering process including demonstration of one set of quality and performance criteria
- Offers authorities benefit from scale and market share when negotiating fees and contract terms and in collation of performance monitoring and evaluation
- Delivers a joined up, coherent and robust message to providers about the needs of the sub-region to receive high quality, value for money local placement sufficiency
- Supports authorities to run mini-tenders to meet specific needs e.g. emergency, residential step-down, therapeutic foster care,
- Consolidates a route to market compliant with Public Contract Regulations

There is a determination that North Somerset Council's most vulnerable children and young people live and thrive in family-based care within North Somerset. This maximises links to their wider family members, enrolled education provisions and available community based services such as Consult!, CAMHS³, the Youth Offending Service, mentoring and advocacy services etc. In instances of child sexual exploitation, county lines or modern slavery concerns it can be deemed more appropriate for an out of area placement to be identified and cross border commissioning arrangements such as this framework support this.

North Somerset Councils contribution to the South West Sub-Regional Commissioning Groups Market Position Statement reiterates the need for locally based therapeutically trained and minded foster carers able to commit to short-term and long-term family care for 10–17-year-old males and females who present with multiple and complex behaviours affected by:

- early childhood trauma including neglect and interfamilial abuse
- poor mental health including self-injury and suicidal ideation
- peer exploitation
- county line exploitation and associated criminality

Our most vulnerable children and young people also continue to need emergency, including same day, family care for short term and pre-assessment placements when they enter local authority care in unplanned and unforeseen circumstances.

4. Consultation

North Somerset Council's Procurement, Contracts & Commissioning and Legal teams have been engaged throughout the procurement process. The Director of Children's Services, Interim Assistant Director of Children's Support & Safeguarding and the Head of Children's Commissioning have been consulted and Directors Decision CY17 sanctioned the local authorities involvement. The lead Contracts & Commissioning Officer continues to work closely with the Children's Placement Team to maintain an overview of the needs of the local authority and demographic of our Children Looked After population.

The South West Sub-Regional Commissioning Group members have met monthly to discuss the procurement activity required for the flexible framework, have undertaken soft market testing since April and are planning a market engagement event with prospective

³ Child and Adolescent Mental Health Services.

providers. Other local authorities such as Bedford, Swindon and Wiltshire have been consulted regarding their own commissioning arrangements and potential future partnership working. The Group has also linked with the IFA South Central partnership, a consortia of 14 local authorities established by Southampton City Council in 2017, to adopt comparable procurement activities, contract specifications etc.

5. Financial Implications

Costs

Anticipated costs for the procurement activities, led by B&NES is £7.5k.

The budgeted, actual and forecasted spend for the previous two financial years are illustrated below.

	2018/19	2019/20	2020/21	2021/22
Budget	£2,069,540	£2,706,232	£2,779,394	£2,488,604
Actual	£2,335,046	£2,782,445	£2,197,614	-
Forecasted	-	-	-	£1,740,516

This flexible framework will be fixing chargeable fees for the first two years of the framework with an agreed 2% fee uplift in April 2024 and a further 2% fee uplift in April 2026 if the optional two year extension is agreed. This approach is new to the commissioning group but will improve transparency, support financial forecasting and stability and avoid both annual negotiations and ad hoc fee requests. Providers will be asked to submit fees for four lots; standard, parent and child, disabled/medical needs and enhanced across four age ranges; 0-4 years, 5-10 years, 11-15 years and 16-18 years.

Actual spend in this budget is demand led and is dependent on the individual needs of the children and young people requiring placements with independent sector providers. However, there's been a 27.6% decline in the number of placements being commissioned via the framework in the last 2/3 years:

	31/03/2018	31/03/2019	31/03/2020	31/03/2021
CLA Total	237	242	232	215
IFA Total	61	71	65	46

Enhancements in the Early Help programme and the Front Door offer and the continuation of the Turning the Tide social impact bond have all contributed to a reduction in reliance on the independent sector providers for foster carer provisions. In addition, a number of children and young people have benefited from permanency via special guardianship, kinship and adoption orders further reducing numbers. The 2021/22 medium term financial planning process has an allowance for an expected increase in costs as a result of renewing this framework.

Financial Implications & Future Spending Principles

Anticipated that the cost of the framework life will be c. £15.2 million; assuming the two year extension is undertaken.

- Volume of commissioning activity is dependent on assessed individual need of the children and young people.
- Volume, sibling and long-term discounts are outlined by relevant providers and will be maximised.
- Annual uplift clauses have been pre-agreed during the procurement process (see above).

6. Legal Powers and Implications

There are several key pieces of legislation underpinning North Somerset Councils statutory requirement for supporting Children Looked After (CLA)⁴ including, but not limited to: The Children Act 1989, as amended by the Children and Families Act 2014, and the Children and Social Work Act 2017. The specification for the flexible framework outlines a joint commitment from North Somerset Council and the provider to work in partnership to provide high quality and robust care enabling children and young people to thrive in foster care and achieve the following outcomes;

Be Healthy
 Stay Safe
 Enjoy and Achieve
 Make a Positive Contribution and
 Achieve Economic Well-being

The framework is underpinned by contractual requirements for providers to comply with the Fostering Services Regulations (2011), National Minimum Standards for Foster Care, Working Together to Safeguard Children (2006), Placement of Children Regulations, The Care Planning, **Placement** and Case Review **Regulations** (2010) and the Children's Workforce Development Council's Standards for Foster Carers (*see National Contract for Independent Fostering Agency placements - Schedule 1: Service Specification for detailed requirements*).

Furthermore, North Somerset Council has a statutory duty to provide 'sufficient'⁵ placements for children in care and require the additional provision provided by the independent fostering agencies to supplement its internal foster care resource.

7. Climate Change and Environmental Implications

Successful providers will be required to adhere to environmentally friendly practices wherever possible when developing their services and managing their existing infrastructure.

Where possible, North Somerset Council officers will continue to utilise video and teleconferencing apps to meet with local authority colleagues and providers. Where in person attendance is required, officers will maximise use of public transport or other sources of sustainable transport including electric pool cars.

⁴ The terms Child Looked After and Looked After Child are often terms used interchangeably but for the purposes of this Decision shall both be taken to mean as defined in section 22 of the Children Act 1989.

⁵ Sufficiency Statutory guidance on securing sufficient accommodation for looked after children, March 2010 <https://www.gov.uk/government/publications/securing-sufficient-accommodation-for-looked-after-children>

8. Risk Management

There are two main risks associated with the recommended commissioning however both are considered to be low risk for the reasons below:

Key providers fail to join the framework:

- The providers joining the framework have remained fairly static since the first inter-local authority framework was established in 2009. There are 29 providers on the current framework yet since 2009, North Somerset Council have commissioned placements with a core number of approximately 10 providers.
- The Group have actively engaged in soft market testing and market engagement events to encourage existing and new providers to join the framework. Engagement events will continue during the life the framework in line with the opening of the flexible framework

Providers challenge the council's procurement method:

- The flexible framework adheres to a transparent and robust procurement process
- The flexible framework will open to new providers every six months (or more frequently at the discretion of the Group) supporting North Somerset Council to minimise commissioning of 'spot purchased' placements which reduces the risk of challenge

9. Equality Implications

Have you undertaken an Equality Impact Assessment? Yes (*see Appendix 1*)

The impact of recommissioning the flexible framework on equality groups is assessed to be none. The flexible framework will specifically enable North Somerset Council to procure appropriate foster care placements for Children Looked After/Children in Care who will experience a low but positive impact. The proposal does not discriminate against any protected groups and actively seeks to improve outcomes for Children Looked After/Children in Care.

10. Corporate Implications

Management of the flexible framework rests with the Head of Children's Commissioning alongside counterparts in the three other local authorities. Budget responsibility rests with the Director of Children's Services. The recommissioning of this flexible framework will actively support the needs of North Somerset Council's most vulnerable children and young people and promote their life outcomes. They'll have opportunities to engage in education, employment and training alongside extracurricular and social activities supporting them to achieve improved life chances and contribute positively to their communities as adults. Consequently, the framework has the capacity to positively affect the work of other council services such as Children's Support & Safeguarding, Youth Offending Services, Consult! and some non-council services such as Addaction, Substance Advisory Services, CAMHS, Avon & Somerset police etc.

11. Options Considered

Remain with South West Sub-Regional Commissioning Group – recommended

Continued membership of the current Commissioning Group maintains existing local authority partner arrangements with B&NES, Gloucester and South Gloucester. Existing member local authorities secure the lowest placement fees for authorities when compared

with those offered to the Peninsula and South Central commissioning groups. The flexible framework approach encourages new providers to join at regular intervals which refreshes the market place and encourages providers to deliver value for money. It's transparent nature gives providers the demographic and referral intelligence they need to develop services in line with need and demand.

Join the South Central Commissioning Group – not recommended

Reasons cited by other local authorities for joining the South Central commissioning group were the contact with an increased number of agencies and the centralised contract monitoring function offered. However, North Somerset Council's usage of placements via the existing framework has decreased by 27.6% when comparing placement figures for 1st April 2020 and 1st April 2021. As such reliance on the independent sector market for family-based care is decreasing. North Somerset Council's children in care are also unlikely to benefit from commissioners having access to a significantly higher number of agencies, since 2009 North Somerset Council have commissioned placements with a core number of approximately 10 providers. The vast majority of the 60 providers procured by the South Central commissioning group, predominately operate and recruit carers 'at a distance' from our local authority boundaries. Following the formulation of a dedicated Children's Commissioning Team with a designated Head of Service it's anticipated that the team will have the capacity and skillset to assume the contract monitoring function offered by the South Central group as future 'business as usual.'

Take no action – not recommended

The current framework expires on 31st March 2022 and foster care placements need to be commissioned in line with statutory legislation with a need to avoid 'off framework' and 'spot purchased' placements for numerous reasons including cost, contract due diligence and quality assurance. A standalone commissioning option limits the councils purchasing power including the economies of scale afforded by the flexibility and size of a multi-council DPS. It would require significant investment from the council to provide the required resources needed to design, implement and manage a stand-alone framework including all quality assurance and contract monitoring functions.

Author:

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Appendices:

- Appendix 1 Initial Equality Impact Assessment

Background Papers:

- Director Decision CY17
- Director Decision PC13
- North Somerset Council Corporate Plan 2020-2024
- Children's Annual Directorate Statement 2021-2022
- Child Transformation Board
- Childrens Sufficiency Strategy (DRAFT)
- South West Sub-Regional Commissioning Group Market Position Statement for Independent Fostering Provider Placements for Children & Young People
- South West Sub-Regional Commissioning Group PID for Independent Fostering Provider Placements for Children & Young People

- National Contract for Independent Fostering Agency placements - Schedule 1: Service Specification

Appendix 1

North Somerset Council Initial Equality Impact Assessment

Please add content where << XXX>> is indicated.
Please make Yes or No bold as appropriate.

1. The Proposal

Directorate:	Children's Services
Service area:	Children's Commissioning
Lead Officer:	Amy Hamilton
Links to a budget reduction proposal:	Yes No
Date of assessment:	16/09/2021

Description of the proposal:

What is changing? N/A

The proposal is to recommission a flexible framework for the procurement of independent fostering providers for placements for children and young people (similar arrangements have been in place since 2009).

Summary of changes:

Please describe how the policy or service will change as a result of the proposal.

The new flexible framework will come into effect on 01/04/2022 for 48 months with an optional extension of a further 24 months. Additional independent fostering providers will join the flexible framework enhancing North Somerset Council's commissioning offer.

2. Customer equality impact summary

Will the proposal have a disproportionate impact on any of these groups?

Insert X into one box per row, for impact level and type.

H = High, M = Medium, L = Low, N = None

+ = Positive, = = Neutral, - = Negative

Impact Level	Impact type						
	H	M	L	N	+	=	-
Disabled people				X			
People from different ethnic groups				X			
Men or women (including those who are pregnant or on maternity leave)				X			
Lesbian, gay or bisexual people				X			
People on a low income				X			
People in particular age groups				X			
People in particular faith groups				X			
People who are married or in a civil partnership				X			
Transgender people				X			
Other specific impacts, for example: carers, parents, impact on health and wellbeing, Armed Forces Community etc.							
Please specify: Children Looked After/Children in Care				X	X		

3. Explanation of customer impact

Please describe the reasons for the impact level in the table above.

The flexible framework will specifically enable North Somerset Council to procure appropriate foster care placements for Children Looked After/Children in Care who will be positively affected by the proposal; sequentially other groups won't be impacted.

4. Staff equality impact summary

Are there any staffing implications for this proposal? Yes No

Explanation of staff impact

If yes, please describe the nature of the impact, including how many posts could be affected, Please state whether they are vacant, or filled permanently or temporarily.

N/A

5. Consolidation savings

Please complete for medium or high impact areas

Does this budget saving include many service areas/savings/projects?

If so, please identify the areas included in this proposal that could potentially have a medium or high impact for equality groups

Service area	Value of saving
	Total

6. Review and Sign Off

Service Manager Review

Insert any service manager comments here:

<<Text here>>

Is a further detailed equality impact assessment needed? Yes No

If 'yes', when will the further assessment be completed? N/A

Head of Service Alison Stone

Date: 6.10.21

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North Somerset Council

Report to the Council

Date of Meeting: 9 November 2021

Subject of Report: Commissioning Plan for the Design & Build Contract of the A38 Major Road Network (MRN) Scheme and associated Professional Services

Town or Parish: Backwell, Barrow Gurney, Burrington, Churchill, Winford, Winscombe, Wrington

Officer/Member Presenting: Councillor Steve Bridger, Executive Member for Assets and Capital Delivery

Key Decision: NO

Reason: Council decision

Recommendations

To approve the Commissioning Plan for the procurement of Design & Build contract for the A38 MRN Scheme and the Professional Services for the Full Business Case and Employer's Agent for the Scheme, as set out in Section 3 of this report.

1. Summary of Report

In December 2018 the Department for Transport (DfT) published Investment Planning Guidance for the Major Road Network and Large Local Majors Programmes and invited local authorities to bid for funding to support the proposed Major Road Network in England.

Five central objectives were set for the Major Road Network, building on the commitments made in the Transport Investment Strategy. These objectives were: reducing congestion, supporting economic growth and rebalancing, supporting housing delivery, supporting all road users and supporting the Strategic Road Network (SRN).

The A38 MRN Scheme is a joint bid for funding to the DfT by North Somerset Council (NSC) and Somerset County Council (SCC), these being the respective highway authorities for their Council areas.

The A38 MRN Scheme extends over 32km (20 miles) of the A38 through North Somerset and Somerset between the A4174 Colliters Way (South Bristol Link) and Edithmead Roundabout (M5 J22). The scheme proposes a series of improvements on the A38 across the North Somerset and Somerset areas. These improvements will contribute towards providing additional capacity, improving journey reliability and enhanced resilience across all modes on the major highway corridor between Bristol and the South West, addressing existing issues and providing capacity for economic growth. Additionally, the A38 forms a key strategic function as a diversion route for the M5 so its improvement would enable wider

network resilience. The scheme should also be seen in the context of post Covid-19 economic regeneration and enabler, removing constraints on the existing network.

To align with both Council priorities and DfT MRN objectives, the various schemes proposed along the A38 have ensured that active travel, public transport, road safety and congestion alleviation with improved capacity would be secured through implementing the scheme proposals. The A38 MRN scheme has a strong base in providing active travel improvements and in improving journey reliability times on the A38 and for each scheme element there are infrastructure improvements for cyclists, pedestrians and other non-motorised road users to better connect local communities. In removing pinch-points at certain locations on the A38, traffic congestion will be reduced benefiting all road users, including public transport, with more reliable journey times, complementing the infrastructure improvements included for public transport, for example bus lane provision and bus stop lay-by accessibility.

NSC and SCC jointly submitted a Strategic Outline Business Case (SOBC) to the DfT in July 2019 for the A38 MRN Scheme, which was successful. The Outline Business Case (OBC) for the scheme was submitted in November 2021 and a decision is expected from the DfT in February 2022.

This report requests authorisation to:

1. Procure a Design & Build contract for the A38 MRN Scheme. The contract will consist of 2 stages; stage 1 will cover the detailed design and stage 2 the construction. The detailed design and construction cost will be worked up in stage 1 and used to submit the Full Business Case (FBC) to the DfT in Spring 2023. Once the DfT has approved the FBC, the land acquisition needed for the A38 improvements near to Bristol Airport can be formalised and stage 2 of the contract will be awarded. SCC will carry out its own procurement for its scheme elements.
2. Procure professional services to assist in the writing of the DfT Full Business Case and act as the Employer's Agent during the design and construction phases.

A Procurement plan (to be authorised by the Executive Member advised by the Director and Head of Strategic Procurement) will be approved prior to publishing the tenders. The tenders will be published subsequent to both the anticipated DfT FBC funding approval and FBC grant acceptance from the Executive Member in Spring 2022.

2. Policy

This proposal supports many Council policies including the North Somerset Active Travel Strategy 2020 – 2030, the North Somerset Climate Emergency Action Plan (2020), The North Somerset Corporate Plan 2020 – 2024, North Somerset Economic Plan (2020), North Somerset Local Plan: Core Strategy (2016 – 2026) and the North Somerset Local Plan 2038 (in preparation).

The scheme will improve active travel infrastructure to enable more bus, cycling and walking journeys which supports making North Somerset a thriving and sustainable place to live, work and visit.

The scheme includes infrastructure to enhance routes for walking and cycling, which are relatively low-cost modes of travel available to many people. Bus accessibility will improve for all users, including disabled travellers, through improvements to bus stops. It will improve

safety and connections to new and proposed employment sites in SCC, such as enhanced access to the M5 from Burnham-on-Sea and Highbridge, thereby supporting North Somerset being a Council which empowers and cares about people.

3. Details

Background

Submission of the OBC to DfT to secure approval and continue into the FBC stage is a key opportunity to provide resilience and much needed improvements to the A38 key strategic route within NSC and SCC as part of the MRN process. The targeted improvements on the A38 will provide part of the step change in infrastructure provision along the A38 corridor identified as critical to resolving existing issues and delivering the benefits resulting from the scheme's objectives as listed below. The scheme will also provide an opportunity for biodiversity enhancement, carbon mitigation, local businesses accessibility and provide social value activities that can be secured with this level of investment ensuring enhanced value and benefit for the local area.

The preferred option for the A38 MRN scheme is comprised of targeted improvements to the following ten locations on the A38 corridor covering NSC and SCC areas from the north heading southwards:

NSC targeted A38 improvements:

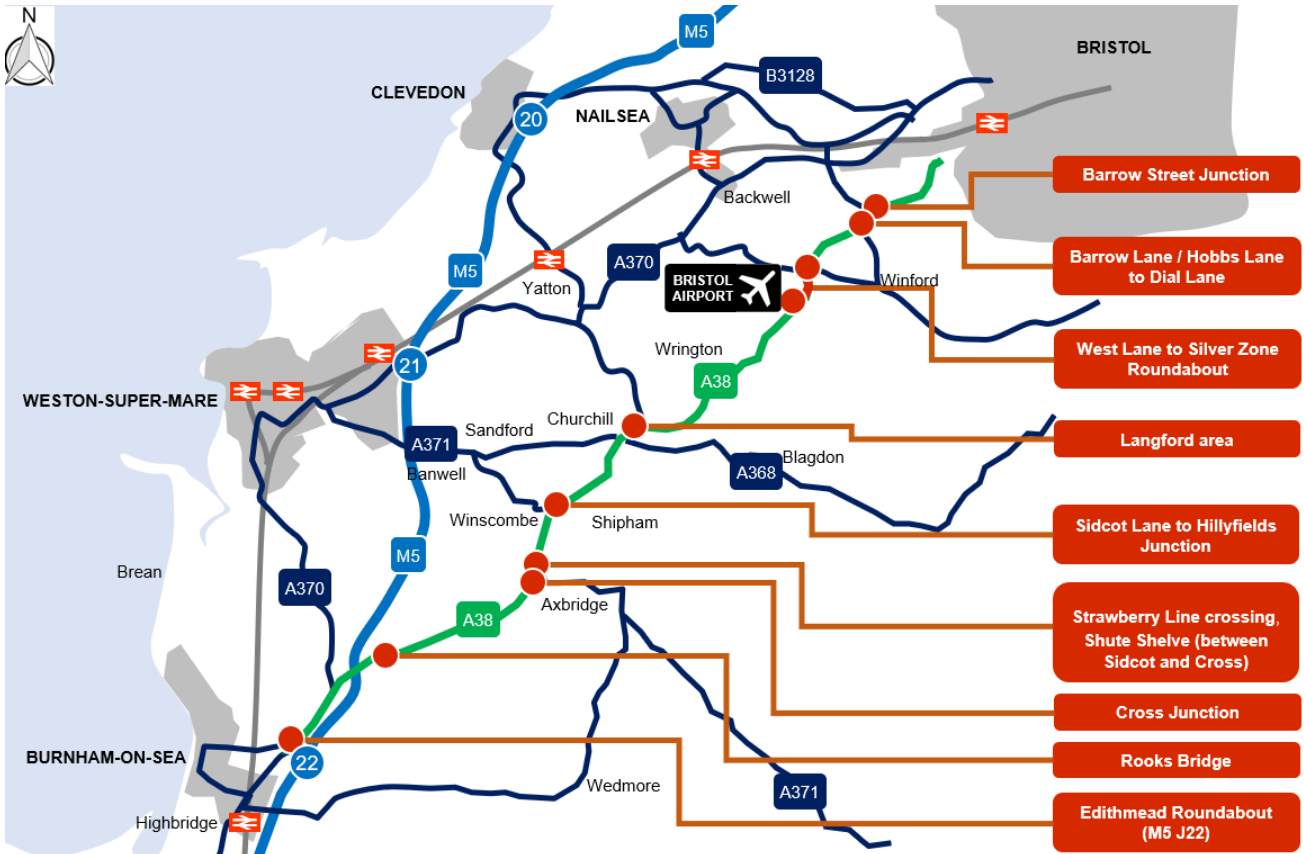
- Barrow Street junction safety scheme including improved bus accessibility to bus layby,
- Barrow Lane/Hobbs Lane to Dial Lane active travel scheme providing cycle lane and improved pedestrian and cycling facilities together with road safety improvements,
- West Lane and Downside Road junction and capacity improvements, providing improved pedestrian and cycling facilities with improvements to traffic congestion, ensuring more reliable journey times for all users including public transport,
- A38 'loop' adjacent to Bristol Airport, providing shared cycle/pedestrian facilities and improvements to public transport through provision of a designated bus lane,
- Langford area active travel scheme providing cycle lane and improved footway and cycle facilities, and
- Sidcot Lane to Hillyfields junction active travel scheme providing cycle lane and improved pedestrian facilities.

SCC targeted A38 improvements:

- Strawberry Line cycle and pedestrian crossing improvements at Shute Shelve (between Sidcot and Cross),
- Cross junction active travel and safety scheme,
- Rooks Bridge safety scheme, and
- Edithmead roundabout (M5 J22) traffic congestion relief supporting housing delivery.

Upgrades to existing bus stops and the installation of new bus stops are also proposed along the A38 route at selected locations.

Plan of the A38 MRN scheme elements:



The scheme Objectives and the Measures for Success are shown in the table below.

Objectives	Measures for Success
<p>Better connect local communities by active travel modes</p>	<ul style="list-style-type: none"> • Completion of scheme elements to address identified active travel issues (Barrow Street Junction, Barrow Lane / Hobbs Lane to Dial Lane Junction, West Lane to Silver Zone Roundabout, Langford Village, Cross Junction) • Increase in cycling and walking trips at locations with enhanced infrastructure relative to baseline levels
<p>Improve road safety for all travel modes</p>	<ul style="list-style-type: none"> • Completion of scheme elements to address identified road safety issues (Barrow Street Junction, Barrow Lane/Hobbs Lane Junction, Redhill area, Cross Junction, Rooksbridge) • Reduce the rate of serious and fatal Personal Injury Collisions at scheme locations relative to baseline levels
<p>Improve journey reliability times on the A38 corridor</p>	<ul style="list-style-type: none"> • Completion of scheme elements to address identified vehicle delays (West Lane to Silver Zone Roundabout and Edithmead Roundabout)

	<ul style="list-style-type: none"> Reduction in peak hour journey times on A38 between A4174 and Edithmead roundabout (Junction 22 at M5 motorway) relative to baseline levels
Provide environmental enhancements and minimise carbon generation resulting from the scheme	<ul style="list-style-type: none"> Relative reduction in embodied carbon of standard baseline design compared with final delivered scheme Net gain in biodiversity Increase in cycling and walking trips at locations with enhanced infrastructure relative to baseline levels
Support housing delivery and the regional economy with improved transport infrastructure around J22 of the M5 motorway (SCC)	<ul style="list-style-type: none"> Completion of scheme element to overcome identified transport barriers to housing delivery (Edithmead Roundabout) No conditions placed on new development at Burnham-on-Sea and Highbridge requiring the completion of further capacity improvement schemes at Edithmead Roundabout (additional to the A38 MRN scheme) prior to the occupation of new dwellings

In addition, this scheme:

- Aligns to [five MRN objectives](#) set by the DfT,
- Aligns with aims and objectives set out by Government in the economic, environment transport, planning and public health strategies,
- Is prioritised for investment by the Western Gateway Sub-National Transport Body, and
- Supports the local strategies and policies of NSC, SCC and Sedgemoor District Council.

The Council is in the process of revising its Local Plan to cover the period to 2038. The emerging local plan intends to make provision for over 20,000 new homes and 13,500 new jobs over the 15-year period. Whilst the spatial distribution of the growth is not yet determined, these homes and businesses will generate additional travel demand, by a range of modes (cycling, walking, private motor vehicle, public transport), some of which will take place on the A38 corridor.

Businesses along and in the vicinity of the A38, including Bristol Airport, have no direct connection to the SRN or the National Rail network. All journeys to and from the airport, including public transport and active travel journeys, are reliant on the use of the A38 corridor, which is subject to congestion and delays.

In early 2020, NSC refused an application from Bristol Airport to expand capacity to 12mppa. Bristol Airport subsequently lodged an appeal, and a public inquiry ran from July to October 2021. Irrespective of the inquiry outcome, the A38 MRN Scheme will be procured by NSC and SCC. Following scrutiny of the options it was considered that the two scheme elements closest to Bristol Airport must be included to secure maximum benefits and ensure value for money, both at this junction and throughout the scheme. Including this scheme element in

the OBC with the necessary consideration and support would make the strongest case for securing funding to not only alleviate the current congestion issues faced at the junction, which are ongoing and pre-exist the recent planning application, but also to ensure wider scheme benefits along the A38 MRN particularly to cyclists, pedestrians and non-motorised road users.

Design & Build Contract Form

It is anticipated that a contractor would be appointed using a 2-stage D&B contract. 2-stage D&B contracts vary and are adaptable to the specifics of the projects they are applied to. For the A38 MRN Scheme it is anticipated the contract would operate as follows:

Stage 1 of the contract scope will be priced on NEC4 Option A, to cover:

- Preparation of detailed design for the scheme elements along the A38 in NSC.
- Production of a formal target price proposal for scheme elements along the A38 in NSC priced on NEC4 Option C.

Stage 1 of the contract would be under an NEC4 Professional Services Contract. Bidders would be required to submit fixed prices for elements of the scope that are clear and well defined (Option A), and rates for hours spent developing those elements that would need to be refined further as the schemes develop (Option E).

Stage 2 of the contract is only progressed if the pricing proposals prepared in Stage 1 are accepted by the Council and funding is confirmed following submission of the FBC. The construction of all works would be undertaken in Stage 2 using an NEC4 ECC contract Option C (Target Price).

As part of the tender, the bidders will be required to complete activity schedules, including profit and overhead fee percentages for Stage 2. The contract would require all elements of Stage 2 works in NSC to be competitively tendered through sub-contractors to achieve market value, with the profit and overhead fees applied to the sub-contract costs.

The tender evaluation assessment would combine the Stage 1 & 2 pricing (via a formula to be agreed) along with a score of the bidder's quality submission.

A 2-stage D&B contract as outlined above has the advantage of a comparatively short tender period as the bidders not being required to price construction works, just fixed elements of design scope and provision of rates and fee percentages for the remaining scope elements.

The pricing of Stage 2 can also be progressed in parallel with the detailed design helping to reduce the overall project programme and can also identify elements with high cost that may be value engineered before the design is completed.

An indicative timeline is given below, showing an estimated total contract length of approximately three years.

Professional Services

The Council needs to procure professional consultancy services to assist in the writing of the FBC and act as the Employer's Agent during the design and construction phases. The Professional Services contract will mirror the D&B contract i.e., consist of two stages with a break point in the event that FBC funding is not forthcoming.

It is envisaged that NSC will procure professional services via a Framework Agreement e.g. Crown Commercial Services. There is a requirement for support to produce the FBC and there is insufficient in-house resource available to act as Employer's Agent.

In addition, an NSC Officer will oversee the D&B and the Employer's Agent contracts, who will be responsible for managing the contract in accordance with the NEC ECC which requires all parties to work in a spirit of mutual trust and co-operation and includes various collaborative procedures which contribute towards effective contract management.

The Capital Delivery Strategic Group will ensure governance is in place and the appropriate approvals are adhered to e.g., the gateway between Stage 1 and 2, as the contractor will have to work up the target construction costs, and these will have to be agreed prior to construction starting. There will be a break point to ensure that if the price is not acceptable or there are other performance issues, NSC can procure an alternative contractor for Stage 2.

Indicative Timeline

Activity	Date
Submit OBC to DfT	Nov 21
Commissioning Plan to Full Council	9 Nov 21
Exec Member approval of Procurement plan	Dec 21/Jan 22
DfT OBC announcement*	Feb 22
Exec Member approval of DfT FBC grant	Feb 22
Publish D&B procurement	Feb 22 – Apr 22
Procure Professional Services (FBC & EA)	Feb 22 – Apr 22
D&B submissions due in	Apr 22
Contract award of Stage 1	May 22
Detailed design takes place	May 22 – Jan 23
Stage 2 pricing developed	Nov 22 – Feb 23
FBC development	Aug 22 – Feb 23
Submission of FBC to DfT	Feb 23
DfT approve FBC*	Apr 23
Full Council approval of DfT grant	Apr 23
CPO Inquiry and SoS decision	Mar 23 – Aug 23
Contract award of Stage 2 by Executive	Sept 23
Mobilisation	Sept 23 – Nov 23
Construction	Nov 23 – May 25

**Indicative timings shown above are based upon an estimated three-month turnaround from DfT.*

Authorisation requirements

The value of these contracts exceeds £10 million. The following approvals are required in taking forward the proposals:

- Approval of Commissioning Plan: Full Council.
- Approval of Procurement Plan: Executive Member, advised by Director and Head of Strategic Procurement.

- Acceptance of DfT grant and approval of NSC Local Contributions - pending decision from DfT: Executive Member, advised by Director and S151 Officer
- Award of D&B Contract Stage 1: Director, advised by S151 Officer and Head of Strategic Procurement.
- Award of Professional Services Contract Stages 1 & 2: Director, advised by S151 Officer and Head of Strategic Procurement.
- Approval to submit FBC : Executive Member, advised by Director and S151 Officer.
- Acceptance of DfT grant - pending decision from DfT: Full Council.
- Award of D&B Contract Stage 2: Executive.

SCC will also be seeking decisions covering their scheme elements.

4. Consultation

An engagement exercise was undertaken as part of the scheme's OBC preparation between April and August 2021 during which time internal and external stakeholders were briefed on the A38 MRN proposed scheme elements.

NSC stakeholders covered in this engagement exercise are listed as follows:

- Place Director and Directorate senior colleagues,
- Executive Member for Assets & Capital Delivery,
- Executive Member for Climate Emergency & Engagement,
- Place Policy & Scrutiny Panel,
- Ward Members captured in scheme areas,
- MPs captured in scheme areas,
- Parish Councils captured in scheme areas,
- Parish Councils' Airport Association,
- Internal Highways & Transport, Streets & Open Spaces and Planning & Heritage teams, and
- Residents and Businesses captured in scheme areas.

Stakeholder briefings have taken place via Microsoft Teams with provided feedback recorded in an engagement log. In order to provide opportunity for the wider group of residents and businesses in the area to comment on scheme proposals, a public engagement website (a38mrn-engagement.com) was launched in July 2021 for a 6-week period. This enabled visitors to this website to comment on specific aspects of the scheme elements and ask general questions. From this website engagement there were around 4,700 unique visits with many stakeholders returning several times over the engagement period; and a total of 266 users provided comment, sentiment reviews or signed up for newsletter updates.

The comments received from this engagement exercise have been considered as part of the scheme's ongoing design and planning in which the A38 Redhill scheme element has now been removed due to opposition to remove the existing northbound overtaking lane, and active travel proposals along the A38 at Langford and between Star and Sidcot have been revised based on comments from residents. The above website will remain live and be updated with a summary of comments received once the analysis of comments has been completed by the scheme designer.

In the event of the scheme's OBC being approved by the DfT then public engagement will continue as part of the scheme's FBC development.

5. Financial Implications

Costs

Estimated NSC costs post-OBC for Stage 1 and Stage 2 of the scheme are shown below. Please note that Somerset scheme element costs will be handled separately by SCC through their own contract awards.

Stage 1 (FY 2022/23)	
Detailed Design Costs	£1,077,300
FBC Preparation	£63,000
Internal Staff Costs	£365,000
Risk	£166,320
Total	£1,671,620

Stage 2 (FY 2023/24 – FY 2024/25)	
Construction Costs	£11,695,810
Internal Staff Costs	£225,000
External PM & QS Support Costs	£355,000
Risk	£1,345,680
Land Acquisition	£900,000
Total	£14,521,490

Funding

All MRN proposals will require a local or third-party contribution towards the final cost of the scheme. As a general guideline, DfT indicates that MRN schemes should aim for the local or third-party contribution to be at least 15% of the total scheme costs. The remaining 85% of scheme funding is supplied by the DfT. A decision note has been approved by the Executive Member to agree to the NSC local contribution costs (see Background Papers).

The estimated total scheme cost, including SOBC and OBC preparation, of £25,331,205 with associated funding sources is profiled in the table immediately below. The estimated total scheme cost post-OBC is estimated to be £24,740,350. It should be noted that these costs are subject to change as the scheme moves into the FBC stage and further detailed design and survey work are carried out.

	2019/20- 2020/21*	2021/22	2022/23	2023/24	2024/25	Total
DfT Contribution	£257,000	-	£1,581,200	£10,839,044	£8,609,054	£21,286,298
SCC Local Contribution	£25,000	£32,855	£288,156	£668,353	£306,690	£1,321,054
NSC - S106 (Bristol Airport XCH113)	£101,000	-	-	-	-	£101,000
NSC – LTP	-	£75,000	-	-	-	£75,000

NSC - D&E Driving Growth Board	£25,000	-	-	-	-	£25,000
NSC Local Contribution – Funding TBA	-	£75,000	£490,644	£1,435,007	£522,201	£2,522,852
Total Scheme Cost	£408,000	£182,855	£2,360,000	£12,942,405	£9,437,945	£25,331,205

**Please note that contributions received have funded OBC work in the 2020/21 and 2021/22 financial years.*

For the NSC Local Contribution funding sought, the following potential sources have been identified:

- DfT City Deal Transport Grant
- Bus Service Improvement Plan (BSIP)
- Local Transport Plan (LTP) Integrated Block
- Local Transport Plan (LTP) Maintenance Block
- Section 106
- Directorate Reserves

Borrowing may be used to bridge the gap in the Local Contribution funding, considered as part of the Capital programme borrowing and built into the Capital Strategy. This will need to be considered by the S151 Officer to understand the overall impact on the Council's resource envelope.

6. Legal Powers and Implications

CPO

The majority of the scheme elements for the A38 MRN Scheme are within the confines of the existing highway. There will be land acquisition sought by both NSC and SCC covering the A38 sections around the Airport and at Cross junction respectively. The authorities are committed to reaching a conclusion with private landowners by agreement wherever possible. Discussions are currently underway with the relevant landowners.

Planning Permission and Statutory Approvals

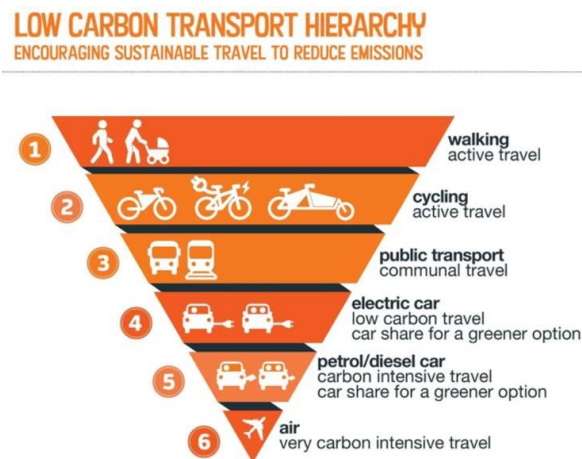
Most of the proposed scheme does not require planning permission. Secondary legislation in the General Permitted Development Order confers permitted development rights on local authorities to carry out works to improve or maintain the road within the boundaries of the road or immediately adjacent (adjoining) to it. This excludes laying out or widening of any access on to the existing highway. The scheme elements that require private land to achieve the preferred design for the road improvement purposes are at West Lane to Airport Terminal Roundabout (NSC) and at Cross junction (SCC).

The procurement process will be compliant with the Public Contract Regulations 2015. The Council will appoint external advisors to advise on the procurement process and to prepare the relevant contract documentation.

The procurement process will be compliant with the Public Services (Social Value Act) 2012 by ensuring it seeks additional social value during the tender process.

7. Climate Change and Environmental Implications

The scheme improvements will focus on active travel provision, reducing traffic congestion, and improving journey reliability times which will contribute towards carbon reduction in the local area, taking into account the travel hierarchy below. There will also be improved bus stop infrastructure enabling better access to bus services and expanding travel choices.



The bid specification includes the requirement for an assessment of climate change resilience where impacts, mitigation and management with opportunities for enhancement and biodiversity net gain are clearly identified. This is detailed in the Preliminary Environmental Assessment Report which has been produced as part of the scheme's OBC.

In order to ensure that the scheme is compatible with NSC environmental priorities and other initiatives currently being undertaken, the Sustainable Transport, Integrated Transport Unit and Bus Service Improvement Plan teams have been consulted throughout scheme development to ensure that interventions along the A38 complement future plans. There has also been regular contact with the WECA Mass Transit project team to ensure MRN scheme elements introduced along the A38 will run in parallel to their workstreams. This liaison and co-ordination work will continue as we develop the design and business case.

During the tender process, bidders will be tested on their environmental considerations and efforts. Procurement will consider the PAS2080:2016 Carbon Management in Infrastructure specification and include this as a quality metric in scoring the submitted tenders to ensure carbon reduction is a key consideration in the design and construction of the scheme. The PAS framework provides guidance for all sectors and value chain members on how to manage whole life carbon when delivering infrastructure assets.

All supply chain partners will play an active and key role in ensuring that the Council's ambition of carbon reduction and biodiversity net gain is secured and achieved through both being an active member of the project team and through necessary application of statutory and non-statutory legislation in the design, development and delivery of the proposed infrastructure. The outcomes that can be secured from all parties working collaboratively towards a common goal of carbon reduction are:

- Reduced carbon and reduced cost of infrastructure,
- Promotion of innovation delivering wider society and community benefits,
- Contribution to tackling climate change,
- More sustainable solutions providing a blueprint for future projects, and

- Identification of carbon offsetting to mitigate capital carbon created.

The proposal is to undertake the design, development and delivery of the programme to align with the principals within the PAS2080 framework. Suppliers may detail their own specific carbon management and measurement systems, including demonstrating how their design proposals will build in Biodiversity Net Gain. Further details of the proposed requirements can be found in the Procurement Plans for the D&B and Professional Services contracts.

8. Risk Management

From a procurement and contractual standpoint, the key risks for the scheme and mitigations are as identified in the table below:

Risk	Mitigation
The procurement timeframes (outlined above) are delayed or unachievable, which impacts the ability to meet the grant funding requirements, including construction start and end dates.	<ul style="list-style-type: none"> • Specialist consultant advice on designing the process to ensure compliance with timescales. • Close monitoring of progress. Any potential for delay will need to be communicated to funders at earliest possible stage.
Insufficient interest from contractors.	<ul style="list-style-type: none"> • Soft market testing to be carried out to assess/stimulate demand
Stage 1 (Detailed Design) will have been carried out prior to the FBC being approved which is a cost to the Council.	<ul style="list-style-type: none"> • Engagement will continue with DfT following their approved business case methodology to ensure that funding grant requirements are met and that the scheme will have every chance of being successful going forwards. • Support for this scheme is also being sought from the Western Gateway Sub-National Transport Board and other key stakeholders. • It should also be noted that any work undertaken currently will feed into future bid opportunities as well as informing and de-risking other workstreams.
Stage 1/Stage 2 costs are higher than anticipated.	<ul style="list-style-type: none"> • Governance and monitoring to be in place. As part of this, a Quantitative Cost Risk Assessment has been carried out and a risk register compiled. Each project risk has been assigned a cost value based on their impact and likelihood ratings, as well as an owner who is responsible for monitoring the risk, alerting the project team to any changes and implementing mitigation measures. This risk register will be reviewed in monthly meetings and will help to control project costs, with any changes being reviewed and dealt with as early as possible.

	<ul style="list-style-type: none"> • Design reviews will also be carried out on an ad hoc basis as scheme element designs become complete, providing potential opportunities for value engineering and cost reduction. • The A38 MRN scheme is scalable as it is made up of discrete elements, which will allow for scope check should costs increase.
Performance of contractor a concern.	<ul style="list-style-type: none"> • Specialist consultant advice will be sought on estimating correct budget for funding application. • Two-stage contract will be procured, enabling NSC to award a contract to the second placed bidder or re-procure stage 2 if performance does not meet KPIs.
Staff resource is inadequate to support process.	<ul style="list-style-type: none"> • Professional services to be procured to support staff. Monitoring /management of staff time and priorities.

9. Equality Implications

Have you undertaken an Equality Impact Assessment? Yes.

An initial screening exercise has been carried out to identify protected characteristics that the Equality Act 2010 requires us to consider in relation to the highway proposals. An Equality Impact Assessment has been undertaken as part of the scheme's OBC.

10. Corporate Implications

The provision of key enabling infrastructure and improvement of the transport network widely supports the Corporate Plan objectives and priorities, most specifically within the priority of a Thriving and Sustainable Place. Such provisions also contribute to strategic recovery post COVID-19 and supports Core Strategy policies including CS10 Transportation and Movement. This proposal also supports NSC in being a Council which empowers and cares about people (see Section 2 above).

The resourcing of the procurement of a contractor and professional services and delivery of Scheme will be led by the Major Projects Team, with support from Procurement.

11. Options Considered

The consequences of not progressing interventions in the A38 corridor are summarised below:

- Active travel journeys: current conditions are likely to deter and suppress potential cycling and walking journeys, with consequential adverse impacts on carbon reduction, mobility for certain social groups and physical activity.
- Collisions: Existing road collision trends are likely to continue, with the resultant social and economic costs which arise from personal injuries.

- Congestion and delays: continued congestion, delays and poor journey time reliability for motor vehicles, including buses, on the A38 (particularly in locations where conflicting movements already result in delays). Disincentives to bus travel due to continued journey unreliability and delays arising from congestion. Potential impacts of bus service viability and mobility for social groups. Increased use of inappropriate minor roads to avoid congestion, with impacts on local communities.
- Housing delivery and economic growth: highway capacity constraints will limit the delivery of new homes within SCC's area at Burnham-on-Sea and Highbridge unless an improvement scheme is agreed and completed. Constraints on economic growth will limit the potential for levelling-up opportunities in relatively deprived communities. Growth across the region as a whole will generate additional demand for travel more generally, with consequential impacts on congestion, delay and suppressed levels of active travel.
- Socio-economic context: without intervention, existing socio-economic disparities will remain, and the government's levelling-up agenda will not be fulfilled.

The following Procurement routes were explored:

Option	Advantages	Disadvantages
<p>Construction only tender</p> <p>Only the construction of the works is tendered with the design completed prior to tendering by the Employer.</p>	<p>Completed design is tendered to the market, and should result in the most competitive tender prices being returned</p> <p>Tenderers are more likely to price risk lower to provide a competitive tender</p> <p>Standard contract forms</p> <p>Employer retains control of all design and decisions</p> <p>Tender period is shorter, in comparison to a design and build (no ECI) tender</p>	<p>Procurement follows design and is therefore likely to be on the project programme's critical path</p> <p>To comply with Procurement Regulations the tender process should not commence until the design and contract documents are completed</p> <p>No contractor involvement in design, limiting value engineering opportunities</p> <p>Limited flexibility to revise scope to optimise value for money or keep within budget if tenders returned are higher than expected</p> <p>Design risk is retained by the Employer</p>
<p>Early Contractor Involvement (ECI) with separate contract for construction</p> <p>Early in the development of the scheme design a contractor is appointed to provide input to the</p>	<p>Simple contract forms for both ECI and construction procurement</p> <p>Contractor input into planning and design</p> <p>More accurate cost estimating and construction durations</p> <p>Completed design is tendered to the market, and</p>	<p>Without any commitment to the construction phase, Contractors may not be fully engaged with the project and provide the best advice</p> <p>One Contractor's preferred design/methodology may not suit others who ultimately tender/construct the scheme</p>

Option	Advantages	Disadvantages
<p>scheme during the planning and design phases. The scope can be wide-ranging and flexible and could include design and/or pricing of key elements to confirm viability.</p> <p>Construction of the works would be tenderer separately, and the contractor who provided the ECI input wouldn't necessarily be one of the tenderers.</p>	<p>should result in the most competitive tender prices being returned</p> <p>Construction stage tenderers are more likely to price risk lower to provide a competitive tender</p> <p>Employer retains control of all design and decisions</p>	<p>Design risk is retained by the Employer</p> <p>Procurement of construction follows design and is therefore likely to be on the project programme's critical path</p> <p>To comply with Procurement Regulation the tender process should not commence until the design and contract documents are completed</p> <p>Limited flexibility to revise scope to optimise value for money or keep within budget if tenders returned are higher than expected</p>
<p>ECI Design and Build tender</p> <p>A single tender process, but one that covers 2 (ECI - Design and Construct) or 3 stages (ECI - Design - Construct) with the option for the Employer to proceed to each subsequent phase or terminate the contract without further cost. As part of each phase the contractor develops a price and programme (correlating to a scope provided by the Employer) for the next phase if the proposal is accepted the contract proceeds to the next stage. Initially only the ECI phase would be fully priced by the tenderers which could be based on a fixed scope or a</p>	<p>The Employer can choose if to proceed to the next stage without incurring contract termination costs. Therefore, leaving the option open to revert to one of the other procurement options</p> <p>Very flexible, the Employer can change the scope simply to reflect changes in programme/budget etc prior to proceeding to the next stage</p> <p>Successful contractor likely to be engaged with the project development as they have a vested interest in progression through the stages</p> <p>Early and short procurement, so not likely to be on the project's critical path</p>	<p>Contractor not incentivised to reduce risk & contingency allowances during construction stage, so will likely price it higher than if competitively tendered</p> <p>Contract form would be more complex work to incorporate stages</p>

Option	Advantages	Disadvantages
<p>schedule of rates. For the subsequent stages key contract terms would be included in the tender such as contract form and options, and the tenderers would be required to submit various fee percentages that would be applicable to those stages.</p>		
<p>Design and build (no ECI)</p> <p>Comprises of a single tender for both the detailed design and construction of the project, which typically is issued after planning consent/orders for the project have been confirmed.</p>	<p>Relatively simple form of contract Procurement not likely to be on the project programme critical path Design risk transferred to Contractor Contractor input into planning and value engineering throughout project stages Contractors can incorporate value engineering within their design Project costs determined earlier than other options</p>	<p>Employer has less control over design and decisions, contract documents need to be carefully compiled to ensure all Employer requirements are included Greater risk to Contractors so tendered prices are likely to be higher by comparison Tender costs are high as some design typically needs to be undertaken at risk, so Contractor interest may be reduced Limited flexibility to revise scope to optimise value for money or keep within budget if tenders returned are higher than expected Requires commitment to both design and construction phases, termination costs would be due to the contractor if works don't proceed</p>

Conclusion

A 2-stage design and build contract permits a contractor to be engaged for an initial stage of project development and design work, which culminates in a price for proceeding to Stage 2 of the contract. Stage 2 would include the construction works and any remaining design. The contract would include a break clause that permits the Council to decline the Stage 2 price but continue to use any design work prepared by the Contractor, so that a separate procurement could be progressed if the client and contractor can't agree the Stage 2 price.

The primary advantages of this procurement method are as follows:

- the tender period can be short as the contractor will only be pricing design in detail,
- the majority of risk is held by the contractor, and

- value for money can still be demonstrated by requiring all works costs to be competitively tendered by the contractor

The primary disadvantage of a 2-stage tender is that pricing of risk allowances in the second stage is not subject to competitive tender, the contractor is essentially paid to prepare the pricing proposals and that if a price can't be agreed and/or there is a poor client/contractor relationship another procurement process might be required rather than progressing to stage 2.

On balance the project team decided the D&B contract with no ECI was the most appropriate procurement route.

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Appendices:

N/A

Background Papers:

- Executive Member Decision: A38 Major Road Network Scheme Outline Business Case Submission and Local Contribution Funding (Reference TBA)
- A38 MRN Strategic Outline Business Case
- 19/20 DE295 MRN OBC Commissioning & Procurement Plan:
<https://www.n-somerset.gov.uk/sites/default/files/2020-05/19-20%20DE%20295.pdf>
- 18/19 DE 410 MRN (A38) Outline Business Case
- BSWEL Report to Executive 25 April 2017

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North Somerset Council

Report to the Council

Date of Meeting: 9 November 2020

Subject of Report: Draft Municipal Calendar 2022/23

Town or Parish: None

Officer/Member Presenting: Assistant Director Legal & Governance and Monitoring Officer

Key Decision: N/A

Reason:

Not an Executive Decision.

Recommendation

That Council approves a draft municipal calendar for 2022/23.

1. Summary of Report

The report sets out suggested dates for constitutional meetings for 2022/23. The proposed draft municipal calendar is attached as an appendix to the report.

2. Policy

None

3. Details

3.1 As required under the Constitution, the municipal calendar is approved each year at the Annual Council meeting in May. To enable councillors and officers to plan ahead and to give members of the public as much notice as possible of forthcoming meetings, the aim is to have a draft municipal calendar for 2022/23 in place before the end of 2021.

3.2 The Executive at its meeting on 20 October 2021 approved a draft calendar of Executive meetings for 2022/23 and these dates (with times to be confirmed with the Leader) are included within the attached draft calendar. The majority of draft meeting dates follow a similar pattern to the current year and seek to avoid school holiday periods wherever possible.

3.3 The draft calendar will be subject to final approval at the Annual Council meeting in May 2022 but will provide provisional meeting dates well in advance.

4. Consultation

Chairmen and senior officers have been consulted on proposed dates.

5. Financial Implications

None

6. Legal Powers and Implications

None

7. Climate Change and Environmental Implications

Holding virtual meetings under the Coronavirus Regulations 2020 avoided the need for members, officers and other participants to travel to and from meetings. Livestreaming physical meetings continues to provide for other interested parties to watch meetings online thereby avoiding the need to travel to the Town Hall. Active travel to and from physical meetings would reduce the environmental impact associated with journeys to and from the Town Hall.

8. Risk Management

Having a draft calendar in place well in advance reduces the risk of meeting clashes both within the Council and with partner organisations.

9. Equality Implications

Have you undertaken an Equality Impact Assessment? No

The livestreaming of meetings has increased accessibility and opened up the decision-making process to a wider audience.

10. Corporate Implications

None

11. Options Considered

As contained within the report.

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Committee and Support Services Manager, Legal and Democratic Services

Tel: 01275 884244

Appendices:

Draft Municipal Calendar 2022/23

Background Papers:

Municipal Calendar 2021/22

Minutes of the Executive 20/10/21

Municipal Calendar for 2022-23

May 2022

Tuesday 10 May at 6.00pm	Council (Annual Meeting)
Wednesday 18 May at 2.30 pm	Planning & Regulatory Committee

June 2022

Wednesday 15 June at 2.30 pm	Planning & Regulatory Committee
Thursday 16 June at 10.00 am	Children and Young People's Services Policy & Scrutiny Panel
Wednesday 22 June at 2.30 pm/6.00 pm (tbc)	Executive
Thursday 23 June at 2.00 pm	Health Overview & Scrutiny Panel
Wednesday 29 June at 2.00 pm	Health and Wellbeing Board

July 2022

Thursday 7 July at 10.00 am	Adult Services and Housing Policy & Scrutiny Panel
Tuesday 12 July at 6.00 pm	Council
Wednesday 13 July at 2.00 pm	Place Policy & Scrutiny Panel
Wednesday 20 July at 2.30 pm	Planning & Regulatory Committee
Thursday 21 July at 2.00 pm	Partnerships, Corporate Organisation and Overview Management Policy & Scrutiny Panel
Tuesday 26 July at 3.00 pm	Public Rights of Way Sub-Committee

August 2022

Wednesday 17 August at 2.30 pm	Planning & Regulatory Committee
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Draft Edition issued November 2021

This Calendar includes scheduled meetings where the Council has Constitutional interests. Meetings of some statutory bodies, joint bodies and panels are not included.

Municipal Calendar for 2022-23

September 2022

Wednesday 7 September at 2.30 pm /6.00 pm (tbc)	Executive
Tuesday 20 September at 6.00 pm	Council
Wednesday 21 September at 2.30 pm	Planning & Regulatory Committee
Thursday 22 September at 10.30am	Audit Committee

October 2022

Wednesday 12 October at 2.30 pm	Planning & Regulatory Committee
Thursday 13 October at 2.00 pm	Health Overview & Scrutiny Panel
Wednesday 19 October at 2.30 pm /6.00 pm (tbc)	Executive
Thursday 20 October at 10.00 am	Children and Young People's Services Policy & Scrutiny Panel
Wednesday 26 October at 2.00 pm	Health and Wellbeing Board

November 2022

Tuesday 1 November at 11am	Licensing Committee
Thursday 3 November at 10.00 am	Adult Services and Housing Policy & Scrutiny Panel
Tuesday 8 November at 6.00 pm	Council
Thursday 10 November at 2.00 pm	Partnerships, Corporate Organisation and Overview Management Policy & Scrutiny Panel
Wednesday 16 November at 2.30 pm	Planning & Regulatory Committee
Tuesday 22 November at 3.00 pm	Public Rights of Way Sub-Committee
Wednesday 23 November at 2.00 pm	Place Policy & Scrutiny Panel
Thursday 24 November at 10.30am	Audit Committee

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Municipal Calendar for 2022-23

December 2022

Wednesday 7 December at 2.30 pm /6.00 pm (tbc)	Executive
Wednesday 14 December at 2.30 pm	Planning & Regulatory Committee

January 2023

Tuesday 10 January at 6.00 pm	Council
Wednesday 18 January at 2.30 pm	Planning & Regulatory Committee
Thursday 26 January at 10.30am	Audit Committee

February 2023

Wednesday 8 February at 2.30 pm /6.00 pm (tbc)	Executive
Tuesday 21 February at 6.00 pm	Council
Wednesday 22 February at 2.30 pm	Planning & Regulatory Committee
Thursday 23 February at 10.00 am	Adult Services and Housing Policy & Scrutiny Panel
Tuesday 28 February at 6.00 pm	Council (Reserve Budget Meeting)

March 2023

Thursday 2 March at 2.00 pm	Partnerships, Corporate Organisation and Overview Management Policy & Scrutiny Panel
Tuesday 7 March at 11.00 am	Licensing Committee
Wednesday 8 March at 2.00 pm	Place Policy & Scrutiny Panel
Thursday 9 March at 10.00 am	Children and Young People's Services Policy & Scrutiny Panel
Wednesday 15 March at 2.30 pm	Planning & Regulatory Committee

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Municipal Calendar for 2022-23

Thursday 23 March at 2.00 pm	Health Overview & Scrutiny Panel
Tuesday 28 March at 3.00 pm	Public Rights of Way Sub-Committee
Wednesday 29 March at 2.00 pm	Health and Wellbeing Board

April 2023

Tuesday 4 April at 6.00 pm	Council
Wednesday 19 April at 2.30 pm	Planning & Regulatory Committee
Wednesday 26 April at 2.30 pm/6.00 pm (tbc)	Executive
Thursday 27 April at 10.30am	Audit Committee

Draft Edition issued November 2021

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Agenda Item 24

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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