



BUCKINGHAM TOWN COUNCIL

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Town Clerk: Mr. P. Hodson

ECONOMIC DEVELOPMENT
WORKING GROUP

19 May 2020

Committee Members,

You are invited to a meeting of the **Economic Development Working Group** of Buckingham Town Council to be held on Tuesday 26h May at 2pm online via Zoom, Meeting ID 871 2899 7691.

Residents are very welcome to ask questions or speak to Councillors at the start of the meeting in the usual way. Please email committeeclerk@buckingham-tc.gov.uk or call 01280 816426 for the password to take part.

The meeting can be watched live on the Town Council's YouTube channel here:
<https://www.youtube.com/channel/UC89BUTwVpJAOEIdSlfcZC9Q/>

Mr. P. Hodson
Town Clerk

AGENDA

1. Election of Chair

To elect a Chair of the Committee for 2020-2021

2. Election of Vice Chair

To elect a Vice Chair of the Committee for 2020-2021

3. Apologies for Absence

Members are asked to receive apologies from Members.

4. Declarations of Interest

To receive declarations of any personal or prejudicial interest under consideration on this agenda in accordance with the Localism Act 2011 Sections 26-34 & Schedule 4.

5. Minutes of last meeting

To approve the minutes of the Economic Development Working Group meeting held on Wednesday 12th February 2020, to be received at the Full Council meeting on Monday 13th July 2020.

6. Action List

Appendix A



Twinned with Mouvaux, France



Members are reminded when making decisions that the Public Sector Equality Duty 2010 requires Members to have due regard to the need to: Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Act, advance equality of opportunity between people who share a characteristic and those who don't, and to foster good relations between people who share a characteristic and those who don't.

All Committee documents can be found on the Buckingham Town Council's website. Alternatively, the Clerk can send you a copy of any minutes, reports or other information. To do this, send a request using the contact details set out above.

7. Managing the Town's reopening

- To receive verbal updates from all
- To discuss possible responses to the government's Safer Public Spaces report **Appendix B**
- To consider any options for promoting and supporting Buckingham's businesses

8. Buxplore

To receive a verbal report from the Communications Clerk

9. TIC Website Update

To receive and discuss a report from the TIC Supervisor

Appendix C

10. Chairman's Announcements

11. Date of next meeting

1st July 2020

To:

Cllr. Harvey	Vice Chair
Cllr. Hirons	
Cllr. Newell	
Cllr. A. Mahi	
Cllr. Mordue	
Cllr. Smith	Chair
Cllr. Stuchbury	
Cllr. Whyte	Buckinghamshire County Council
N. Morrison	Buckingham Society
L. Hutton	#lovebuckingham
D. Jones	University of Buckingham
M. Simons	Traders Association
L. Keeling-Zatta	Student, Royal Latin School

Committee	Minute No.	Action	Action Required	Action Owner	Update
EDWG	778/18, 871/18, 150/19, 334/19	Market Town Visits	It was AGREED that the aspirations from the Sub-Committee will be reviewed at a later date	All members	1st July EDWG AGENDA
EDWG	148.1/19, 336.2/19, 500/19	Membership	It was AGREED that local business owners be invited to join the working group	Town Clerk, Administrator	
EDWG	151/19 339/19	BART bus to Stowe	TIC Supervisor and Cllr. Whyte AGREED to discuss whether an arrangement with BART between Stowe and Buckingham, linking to the X5 or X60 as a shuttle bus... Cllr. Whyte AGREED to put TIC supervisor in touch with A. Waite.	Cllr. Whyte, TIC Supervisor	
EDWG	151/19	BART bus to Town Centre	Cllr Whyte and M. Simmons discuss whether an arrangement for BART to provide a shuttle to the town centre shops for a discount on a cup of tea	Cllr Whyte, M. Simons	
EDWG	151/19	BART bus to Old Gaol	Cllr Whyte and Cllr Smith discuss whether an arrangement could be made for a BART service which includes a discount on entry into the Old Gaol museum.	Cllr Whyte, Cllr Smith	Discussed with Trustees and agreement to offer £1.00 off normal entry fee, providing there's evidence that they have travelled by BART e.g. ticket
EDWG	151/19, 335/19, 499/19; 758/19	Town walking competition	Report provided to the February meeting. Cllr Harvey agreed to investigate feedback from Public Health and report back to a future meeting of EDWG	Cllr. Harvey	
EDWG	154/19, 340.1	Love Buckingham	Turning Love Buckingham into an entity	L. Hutton	In progress
EDWG	157/19, 336.4/19	AVDC funding	Town Clerk AGREED to pursue this with AVDC	Town Clerk	
EDWG	338.1/19	BNDP: retail area	EDWG should review proposed primary and secondary retail areas as part of preparation for the new BNDP.	All members, Town Plan Officer	
EDWG	338.1/19	BNDP: Design and Style guide	Design and Style guide could be looked at as part of the BNDP.	All members, Town Plan Officer	
EDWG	338.2	Aylesbury Town Manager	It was AGREED to invite D. Fawcett, Aylesbury Town Manager to speak to EDWG at a future date about encouraging retailers to fill units. It was also agreed to have a shorter agenda to accommodate this.	Town Clerk, Communications Clerk	Invite D.Fawcett to the meeting in July
EDWG	498.19	BNDP: retail area list	publish the Town Plan Officer's list of retail units on the Town Council's website for public comment and consultation	Communications Clerk	Now part of the Council plans page.
EDWG	503/19	Buckingham Heritage App	that a small project group team is set up to choose content for the app and support promotional events.	Communications Clerk	Update at next meeting
EDWG	504/19	Buckingham What's On	Members AGREED for Buckingham What's On to be added to the next agenda for EDWG.	Committee Clerk	



HM Government

Coronavirus (COVID-19): Safer Public Places - Urban Centres and Green Spaces



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1. Introduction



1. Introduction

This publication is a guidance document focusing on the design principles for safer urban and green spaces. The Public Health (Coronavirus Regulations) (England) Regulations 2020 impose temporary statutory restrictions and are under constant review. This guidance contains information and examples of interventions that may be undertaken by the owners and operators of public spaces to keep people safe as and when the restrictions are relaxed and urban spaces become busier. This guidance applies in England only and does not impose any legal obligations.

This guidance is primarily for owners and operators of public places including but not limited to:

- Local councils and town/city centre managers
- Landowners
- Commercial landlords responsible for public places
- Management companies

This document provides a framework for identifying the issues associated with the use of public places in light of the need for social distancing. It focuses primarily on areas which are likely to have high footfall. It also includes practical interventions, which are temporary, for adapting and managing public places.

It is intended to enable the owners and operators of public spaces to plan for the temporary adaptations and interventions that will be needed as the restrictions on leaving the home are gradually reduced.

This publication has been prepared by the Ministry of Housing, Communities and Local Government, (MHCLG). It is based on advice from technical experts and input from key industry groups associated with the ownership and management of urban and green spaces.

Public health is devolved in Scotland, Wales and Northern Ireland. This guidance should be considered alongside local public health and safety requirements. For advice to local councils, landowners, commercial landlords responsible for public places and management companies in other parts of the UK please see guidance prepared by the Northern Ireland Executive, the Scottish Government and the Welsh Government.

We expect this document will be updated over time – this version is up to date as of 13 May 2020. You can check for updates at www.gov.uk/coronavirus. If you have any feedback regarding the content of this document and inform future guidance, please email to saferplaces@communities.gov.uk.

This document is one of a set of documents about safer public places that MHCLG will be publishing. This document is designed to be relevant for urban settings and green spaces.

1.1 How to use this guidance

This document sets out guidance across the main types of places in urban and green spaces that the government advises should be assessed and adapted as necessary to operate safely in line with social distancing measures.

Practical interventions are set out within the blue boxes.

Each owner/operator is advised to translate the principles and examples in this guidance into the specific actions they need to take, alongside other guidance produced by the Government.

1.2 What we mean by “urban” and “green” spaces

The focus of this document is those urban centres and green spaces likely to experience high footfall, particularly as government guidance on staying at home is gradually eased.

Urban spaces – Urban spaces focus on publicly accessible areas in urban centres such as high streets, transport hubs and shopping areas.

Green spaces – Green spaces are publicly accessible open spaces focussed in, but not limited to, urban and suburban contexts including parks, burial grounds and cemeteries.

2. Principles for safe urban centres and green spaces

Owners and operators of public places should take into account the latest advice on social distancing from the government when identifying key issues in urban centres and green spaces.



2. Principles for safe urban centres and green spaces

Guidance on social distancing, face coverings, cleaning and communications can be found below.

2.1 Social distancing

Public Health England (PHE) has advised maintaining 2 metres (6ft) distance from others (outside of your immediate household) to reduce the risk of transmission of coronavirus. Where social distancing is not possible, owners and operators as well as the general public, are advised to do everything they can to reasonably reduce the risk. Links to further guidance can be found in the Appendix.

2.2 Protecting people who are at higher risk

Individuals who are shielding (and have been advised they are included within the clinically extremely vulnerable group, see definition in Appendix) are advised to stay at home. People who are clinically vulnerable and may be at higher risk of severe illness (for example, people with some underlying medical conditions, see definition in Appendix) have been advised to take extra care in observing social distancing. Links to further guidance can be found in the Appendix.

2.3 Face coverings

Government has produced updated guidance on 'Staying Safe Outside Your Home' which can be viewed online (see link in the Appendix). The guidance recommends that if you can, wear a face covering in an enclosed space where social distancing isn't possible and where you will come into contact with people you do not normally meet. This is most relevant for short periods indoors in crowded areas, for example, on public transport or in some shops. Evidence suggests that wearing a face covering does not protect you. However, if you are infected but have not yet developed symptoms, it may provide some protection for others you come into close contact with.

Face coverings do not replace social distancing. If you have symptoms of COVID-19 (cough and/or high temperature), you and your household must isolate at home: wearing a face covering does not change this. A face covering is not the same as the surgical masks or respirators used by healthcare and other workers as part of personal protective equipment. These should continue to be reserved for those who need them to protect against risks in their workplace, such as health and care workers, and those in industrial settings, like those exposed to dust hazards.

Face coverings should not be used by children under the age of 2 or those who may find it difficult to manage them correctly. For example, primary age children unassisted, or those with respiratory conditions. It is important to use face coverings properly and wash your hands before putting them on and after taking them off. Links to further guidance can be found in the Appendix.

2.4 Cleaning

Owners and occupiers are advised to implement cleaning protocols to limit coronavirus transmission in public places. It is advised that touch points (e.g. handrails and gates) should be particular areas of focus for increased cleaning. Links to further guidance can be found in the Appendix.

2.5 Hygiene - hand washing

To help everyone maintain good hygiene, consideration should be given to:

- Sufficient provision of automated hand sanitising dispensers in public places.
- Where possible, providing hand towels as an alternative to hand dryers in handwashing facilities.
- Using signs and messages to build awareness of good handwashing technique and other respiratory hygiene behaviours, e.g. around coughing and sneezing in public places.
- Configuration of toilet facilities to ensure they are kept clean, with social distancing achieved as far as possible and with best practice handwashing followed.
- Provision of more waste facilities and more frequent rubbish collection in public places.
- Minimising use of portable toilets.
- Enhanced cleaning for facilities that are heavily used.



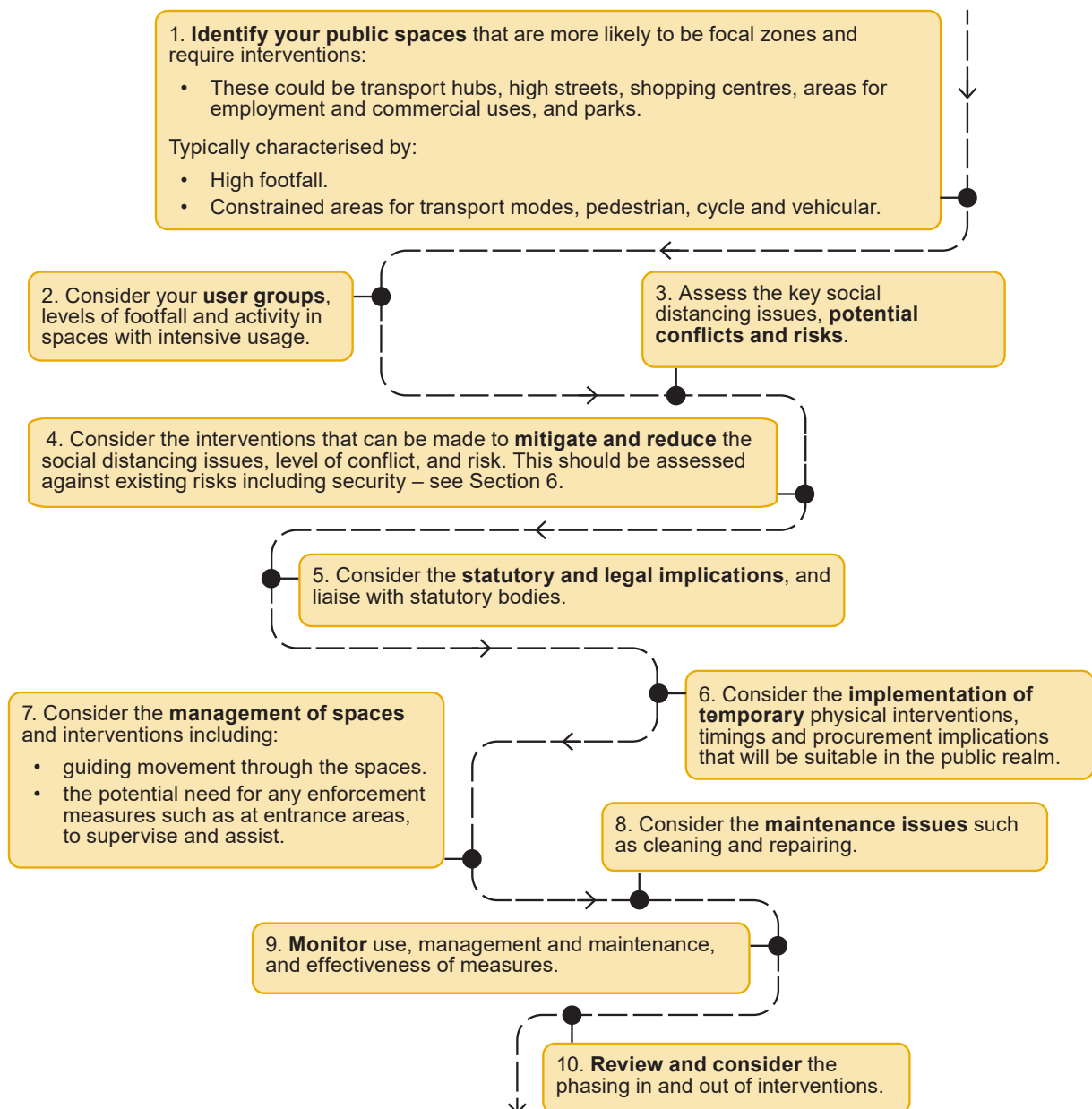
3. Identification of issues in urban centres and green spaces

Using the latest government advice on social distancing, this decision tree sets out a process to identify issues and interventions for maintaining social distancing in urban centres and green spaces.



3. Identification of issues in urban centres and green spaces

It will be important to identify the key design issues and potential temporary interventions related to social distancing in urban centres and green spaces. This will be particularly important in focal zones, which are those areas with the densest development and where high levels of footfall are expected. The following steps could be applied:





4. Management of urban centres

When applying the decision tree, owners and operators are advised to consider the common issues and temporary interventions that have been identified for urban centres. Common issues outlined in this chapter include managing high footfall and queues around shops and busy high streets. It also suggests potential interventions to these issues from pavement markings to digital signs.

Have you considered how to manage:

- ☐ pedestrian space?
- ☐ pedestrian movement?
- ☐ queues?
- ☐ traffic management?

4. Management of urban centres

4.1 Social distancing in urban centres

To ensure social distancing in urban centres, owners and operators are advised to consider the utilisation of pedestrian space, movement of people, queuing requirements and traffic management. The focus should be on temporary interventions in areas of highest footfall, particularly those that provide a range of attractions and services as they pose the greatest risk. This guidance should be read alongside guidance and advice produced by the Department for Transport regarding the reallocation of road space for active travel and social distancing. Links to further guidance can be found in the Appendix.

Every urban centre will have its own unique issues and temporary interventions that can be introduced to enable social distancing. However, there will be some common issues. The diagram below identifies key urban centres that are likely to be focal zones. These are likely to be areas of constrained space and with high levels of footfall.

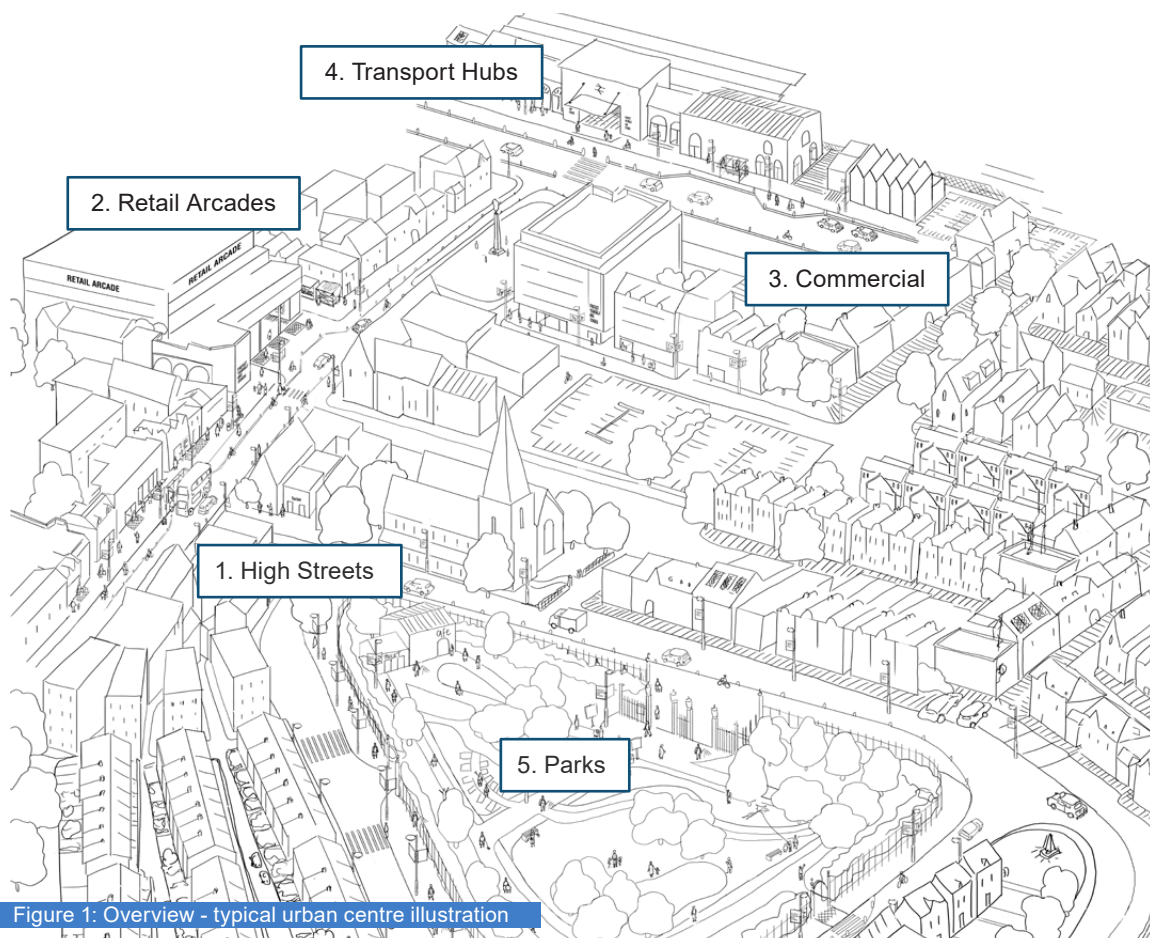


Figure 1: Overview - typical urban centre illustration

Issues in urban centres

Issues for maintaining social distancing in urban centres may include:

- High footfall and areas of dense population, particularly at peak times.
- Multiple queues due to restricted entry and exit points into different areas or shops.
- Pedestrian movement flows varying as different people move to different shops and facilities.
- Constraints on pedestrian movement from unnecessary obstacles such as planters, transport stops, landscape features and bins.
- Need to provide space for regular, safe, formal and informal road crossing points.
- Need to accommodate people entering and exiting spaces from different types of transport e.g. cars, bikes, foot, bus, train and metro in the same area.
- Higher levels of traffic congestion and increased need for vehicle access.
- Multiple landowners and stakeholders operating in the same areas requiring a coordinated approach.
- Ability to wash hands or hand sanitation.
- People with disabilities and other groups who may have additional needs to be kept under consideration.

Potential interventions that could support social distancing

This is what you should be considering for the utilisation of pedestrian space:

- Footway widening to accommodate distancing between pedestrians, including the use of temporary barriers in the carriageway; changes to parking bays, loading bays and cycle lanes.
- Reduce unnecessary obstacles, for example planters, and add markings/ tape on seating to maintain social distancing. Security considerations and the impacts of measures on people with disabilities and other groups needs to be kept under consideration and may call for a balanced approach.
- Signing and communications to remind pedestrians of distance requirements. This could be through spray markings and signage at entrances and movement intersections.

This is what you should be considering for pedestrian movement:

- One-way movement of pedestrians to maintain 2m (6ft) distancing.
- Signing to encourage pedestrians to wait and allow others to pass at entry ways or along footpaths.
- Provide separate entry and exit routes for pedestrian access with clear signs.
- Maximise access to entry and exit routes to minimise queues.
- Move bus stops/shelters to areas which can accommodate queuing in line with social distancing requirements.

This is what you should be considering for queuing:

- Defined areas to indicate where pedestrians should stand when queuing using spray markings or temporary barriers.
- Management of multiple queues for different businesses through clear signing and the use of marshals as appropriate.
- “Do not join the queue” signs provided at popular destinations, when capacity reached.

This is what you should be considering for traffic management:

- Traffic lanes could be closed, made one way or completely pedestrianised. Links to further guidance can be found in the Appendix.
- Consider the need for delivery access, timing and essential access for street works and maintenance.
- Consider car parking layout and spacing, reducing capacity if appropriate. On street parking could be suspended to facilitate other measures.
- Signing to inform pedestrians and road users of changes to road layouts.
- Security considerations, and the impact of measures on people with disabilities and other groups, need to be kept under consideration. This includes access for blue badge holders and may call for a balanced approach.



Figure 2: Sign to promote social distancing – London

4.2 Social distancing in high streets and town centres

High streets are the main street in a town or city and are the typical location for most shops, banks, offices and other businesses. High streets typically have high levels of footfall within constrained and complex urban environments. They have a wide variety of different and competing user groups and modes of transport. High streets have peak usage times in the morning, lunch time, late afternoon and at the weekend. It is within high streets that conflict in achieving social distancing is most likely to arise.

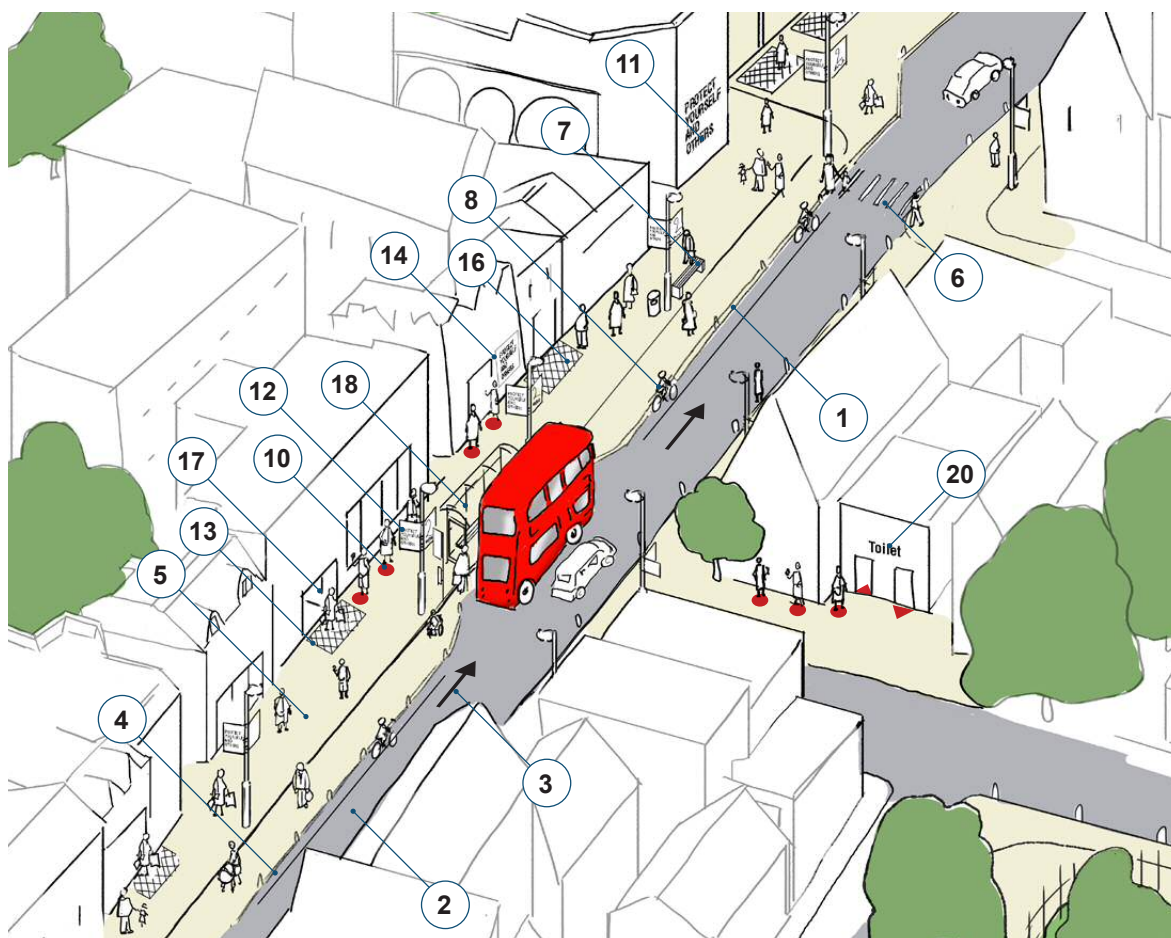


Figure 3: Social distancing interventions in high streets and town centres

Typical temporary interventions to consider for high streets and town centres:

1. Widen footways by utilising the carriageway
2. Reduce traffic speeds using traffic calming measures
3. Pedestrianise and consider impact on traffic movement
4. Suspend on street parking to facilitate other measures
5. Minimise pinch points, whilst taking into consideration security and the needs of the disabled and elderly.
6. Safe, level crossing points
7. Seating areas for the disabled and elderly
8. Introduce cycleways
9. Phase delivery timings in loading bays
10. Queue marking indicators on pedestrian areas, focusing queues along the building frontage where appropriate
11. Signs on social distancing and circulation, particularly at conflict points such as junctions and crossings
12. Use existing street furniture (e.g. lamp posts) for signing to avoid impacting on pedestrian flows
13. Allow space where multiple queues meet
14. Signs to limit queue length, helping manage multiple queues and pedestrian flows
15. Stewards to help manage queues and pedestrian flows
16. Keep building entrances and footpaths clear, whilst taking account of the needs of the disabled, elderly and security considerations
17. Maximise access and introduce one-way entry and exit points
18. Signs reminding users to socially distance at bus stop waiting areas
19. Additional cleaning regimes and maintenance
20. Signs at public toilets for queuing, social distancing and automatic sanitising



Figure 4: Pavement markings for distance in pedestrian movement – London



Figure 5: Physical barriers to separate entrance and exit routes from retail stores – London



Figure 6: High-vis banner advising social distancing at a bus stop – London

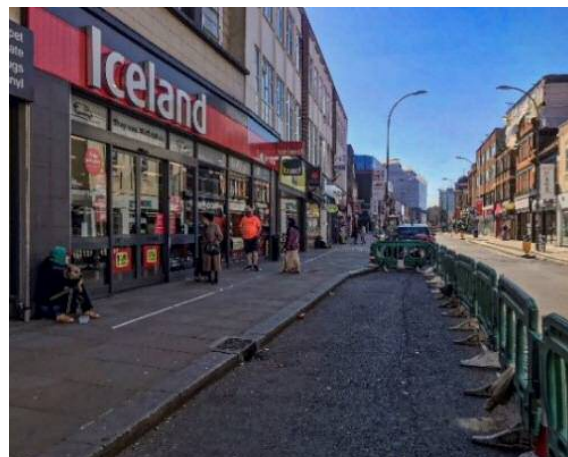


Figure 7: Widening of footways to accommodate queuing outside Iceland supermarket – London



Figure 8: Physical barriers to separate vehicular traffic and widen pedestrian space – London



Figure 9: Markings for social distancing, separating queues and the general public on the footway – London



Figure 10: Digital signs to inform on latest social distancing advice – Watford



Figure 11: Physical barriers to separate vehicular traffic and widen pedestrian space – London



Figure 12: Reallocated road space for walking and cycling – Milan, Italy (Copyright REUTERS/Daniele Mascolo)



Figure 13: Pavement markings to encourage social distancing – London



Figure 14: Pavement marker stickers for safe distance queuing outside shops & takeaways – London



Figure 15: Signing to encourage social distancing – London

Case study

Manchester City Council is preparing to create an enhanced space for pedestrians and people on bikes on Deansgate, enabling visitors and workers to socially distance more easily as they return to shops and offices in this thriving part of the city centre.

The road closure will initially take place under a temporary “experimental” traffic order, allowing officers to assess the impacts of the measure and make any necessary changes, with a view to potentially bringing forward a permanent closure of part of Deansgate. The temporary closure will be carried out using removable bollards, which can be taken down over a short prescribed period once per weekday, allowing windows for local businesses to accept deliveries.

In other busy areas of Manchester, available space for pedestrians is set to be increased by using heavy-duty ‘Rhino’ barriers to create extended footways. The planned intervention will allow people to walk from public transport hubs to nearby shops or their place of work, while observing social distancing guidance.

Case study

In Leicester, the council has created a number of temporary cycle lanes to help create a safe route for people cycling around the city during the Covid-19 lockdown.

The City Council has coned off a 500m section of Saffron Lane between Aylestone Road and Hawkins Road, near Saffron Lane sports stadium; and introduced a 500m long section of temporary cycle track on Aylestone Road, between Almond Road and the former Granby Halls site.

The temporary cycle lane will help workers from the Saffron Lane and Aylestone areas access their work premises, as well as supporting access for workers commuting to and from the nearby Leicester Royal Infirmary. The council is looking at other locations around the city which could be suitable for cycling and walking routes to link up existing sections of cycling and walking infrastructure under the city’s Connecting Leicester programme.

4.3 Social distancing in enclosed or semi-enclosed retail areas

Enclosed and semi-enclosed retail areas are likely to have high peak time footfall levels and restricted access and exit points. In addition, they will have delivery and servicing requirements.

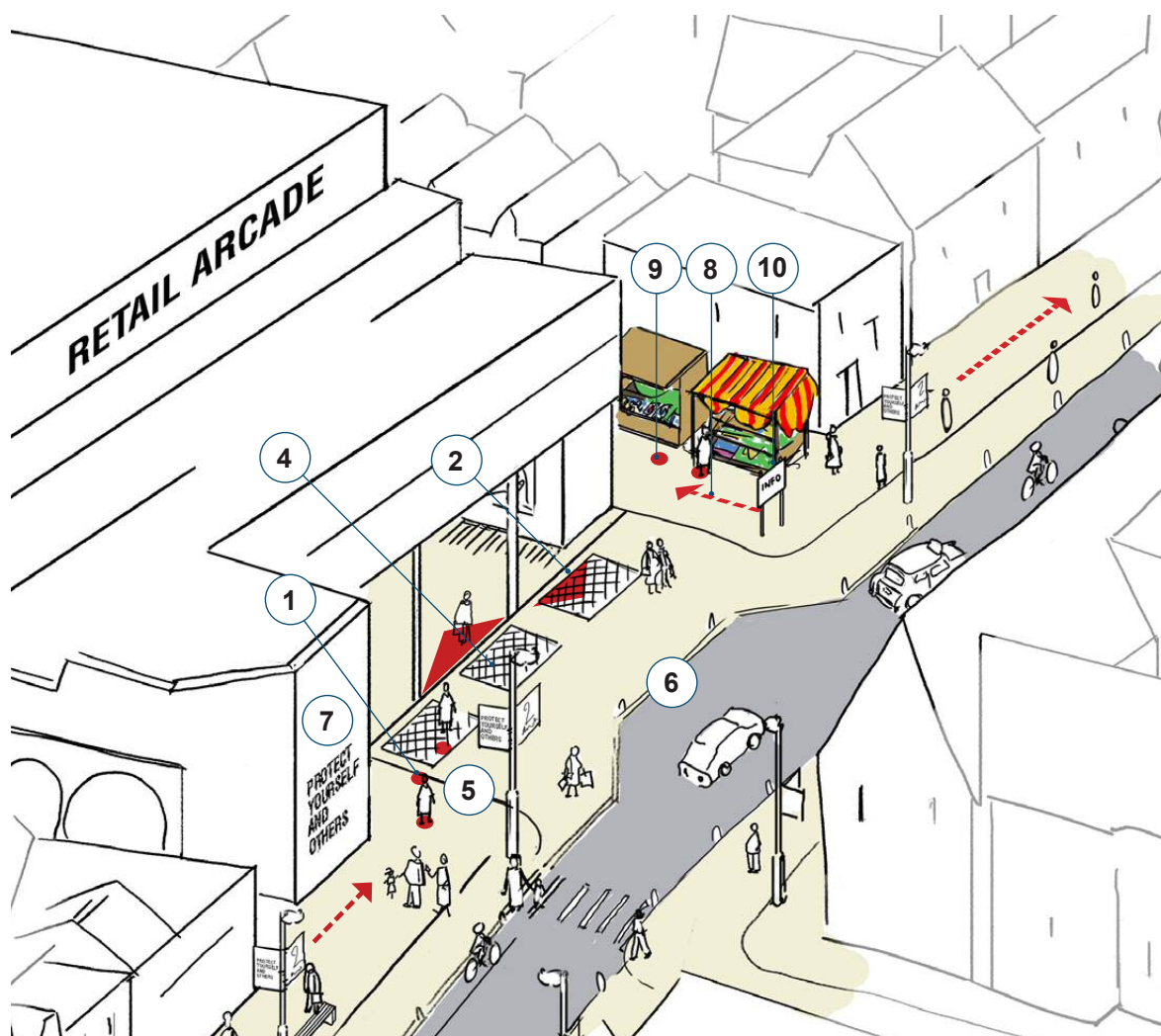


Figure 16: Social distancing interventions in enclosed or semi-enclosed retail areas

Typical temporary interventions to consider for retail areas:

- | | |
|--|---|
| 1. Queue marking indicators and barriers outside main entrance | 6. Phase delivery timings in loading bays |
| 2. Maximise access and introduce one-way entry and exit points | 7. Signs on social distancing and circulation |
| 3. Phasing of access and opening times | 8. One-way circulation for street markets |
| 4. Keep building entrances clear | 9. Queue markings for street stalls |
| 5. Identify waiting zones | 10. Signage and information provided at widened entry and exit points for markets |



Figure 17: Social distancing measures at supermarkets – Walsall



Figure 18: A yellow stripe painted in the middle of a pedestrian street to help people comply with social distance guidelines – Aalborg, Denmark, (Copyright Henning Bagger/Ritzau Scanpix/via REUTERS edited)



Figure 19: Signs for queuing at shop fronts – London



Figure 20: Stewards to direct queuing at shops – London

4.4 Social distancing in public places around commercial buildings

The public spaces around commercial buildings will typically be around office buildings, office developments and business parks. The ownership of these spaces is likely to vary with many spaces associated with private landowners. The use of these spaces will be heavily influenced by the working patterns of the tenants of these offices. Commercial spaces will typically have higher volume and density of use at the start of the working day particularly 8-9am and at the end of the working day between 5-6pm. Owners and operators should be aware that businesses and other commercial operations may implement staggered opening times to support the facilitation of social distancing in public spaces or on public transport. Any changes to opening hours / hours of operation and the impact this may have on foot traffic in public spaces should be considered.

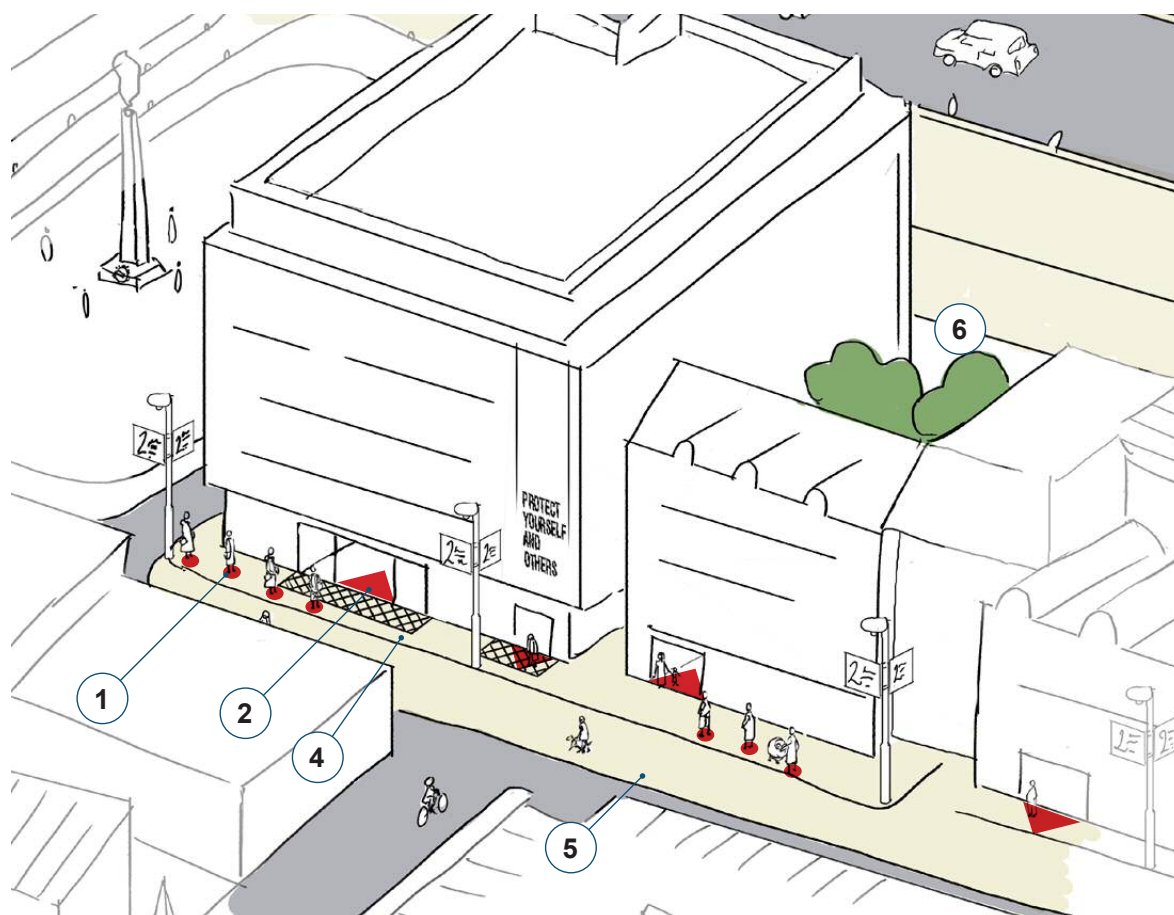


Figure 21: Social distancing interventions in areas around commercial buildings

Typical temporary interventions to consider for commercial areas:

- | | |
|--|--|
| 1. Queue marking indicators outside office entrances | 4. Keep building entrances clear |
| 2. Maximise access and introduce one-way entry and exit points | 5. Widen footways by utilising the carriageway |
| 3. Phasing of access and opening times | 6. Phase delivery timings in loading bays |



Figure 22: Signing to encourage social distancing
– London



Figure 23: Parking guidance for commercial offices
– London

4.5 Social distancing in areas surrounding transport hubs

The areas around transport hubs typically include bus stations, train stations and tram stations. These areas may have high levels of footfall with large numbers of people congregating and waiting. There is typically interchange with other modes of transport like taxis, cycle hubs and private car use. The Department for Transport has produced separate guidance to help transport organisations and operators implement social distancing measures and should be read alongside this document (link can be found in the Appendix).

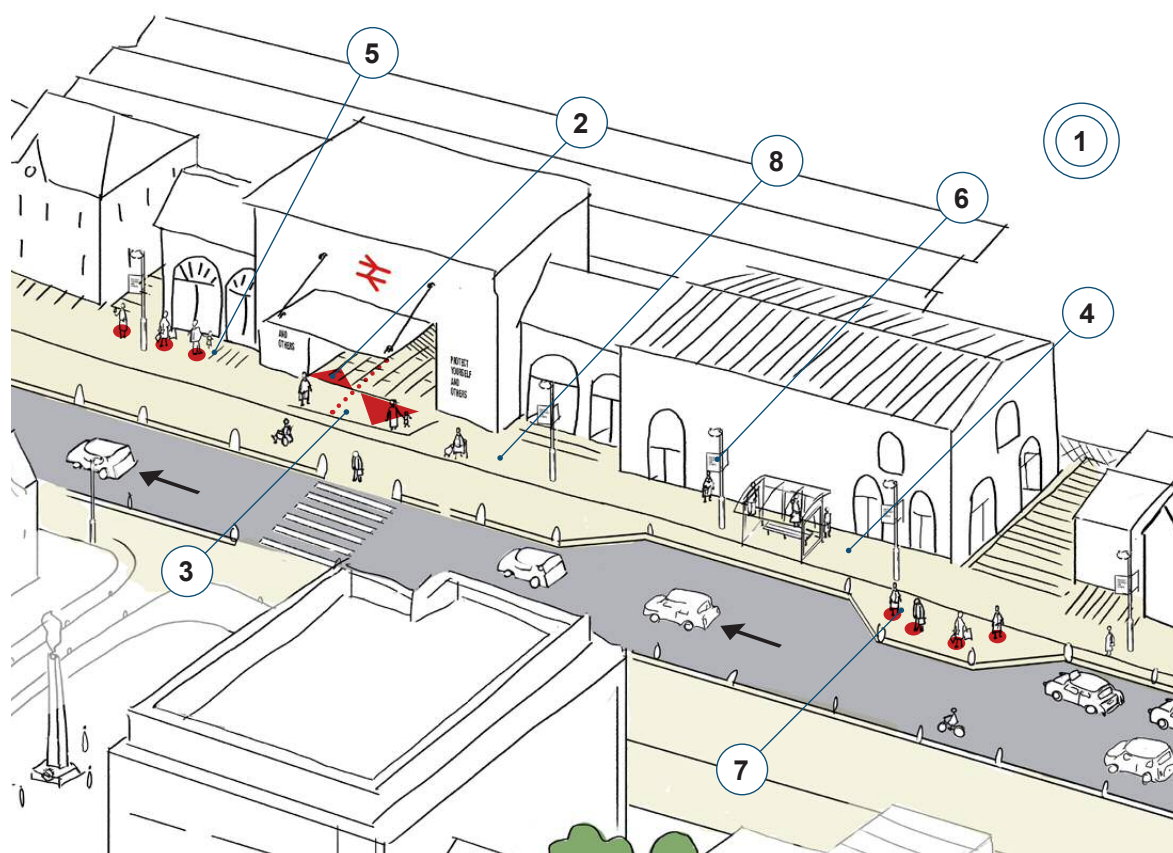


Figure 24: Social distancing interventions in areas surrounding transport hubs

Typical temporary interventions to consider for transport hubs:

1. Develop a zonal plan for station hub highlighting destinations, conflict zones and desire lines
2. Queue marking indicators and barriers outside main entrance
3. Maximise access and introduce one-way entry and exit points
4. Allow space where multiple queues meet
5. Identify waiting zones
6. Signs on social distancing and circulation
7. Taxi, bus, cycle and pick up to have waiting zones with identified routes through
8. Consider reallocation of station forecourt to provide more space for interchange. Consider appointment of marshals to help manage the flow of people into, and out of transport hubs



Figure 25: One way entrance and exit access with queueing markers – Manchester



Figure 26: Signs for queues at transport hubs – London



Figure 27: Separation of cycle lanes from vehicular movement – Berlin (Copyright, Reuters images)



Figure 28: Pop up cycle lanes being installed. – Berlin (Copyright, Reuters images)



Figure 29: Signs attached to existing street furniture – London



Figure 30: Social distancing markers – London



Figure 31: Footway widening outside station entrance – London

5. Management of green spaces

When applying the decision tree, owners and operators are advised to consider the common issues and temporary interventions that have been identified for green spaces. Common issues outlined in this chapter include managing high footfall and restricted entry and exit points. It also suggests potential interventions to these issues from signage to floor markings and widening of footpaths.

Have you considered how to manage:

- ☐ pedestrian space?
- ☐ pedestrian movement?
- ☐ queues?
- ☐ traffic management?

5. Management of green spaces

Green spaces will typically include parks, recreation grounds, publicly accessible playing fields, public open spaces associated with housing developments and public burial grounds. These areas are likely to be enclosed by a variety of boundary treatments with 'pinch point' at entrances. The surrounding streets tend to have limited space. Green spaces will have high levels of use during warmer weather and daytime hours. Those in urban centres typically have high levels of footfalls and greater likelihood of congestion at entrance and exit points.

5.1 Overview of issues and interventions in parks and burial grounds

Every park and green space will have its own unique issues and potential interventions that could be introduced to enable social distancing but there are likely to be some commonalities.

Issues around parks and green spaces

Issues for maintaining social distancing around parks and green spaces may include:

- High levels of footfall particularly in warmer weather, during the day and in dense urban centres.
- Addressing different needs of multiple user groups including pedestrians, cyclists, those visiting graves or remembrance gardens, young people, families, older people and those with disabilities.
- Restricted entry and exit points limiting the flow of people and potentially creating queues.
- Need to accommodate different users moving in different patterns across these spaces.
- Visitor car parking, loading and maintenance access.
- Ability to wash hands or hand sanitation.
- Playgrounds and outdoor gyms remain closed.
- Outdoor sports courts can be open but people must follow the Government's rules on social distancing.

Potential interventions that could support social distancing

This is what you should be considering for the utilisation of pedestrian space:

- Footway widening to accommodate distancing between pedestrians, including through use of temporary barriers, changes to parking bays, and cycle lanes.
- Reduce unnecessary obstacles, for example planters and add markings/ tape on seating to maintain social distancing. Security considerations and the impacts of measures on people with disabilities and other groups needs to be kept under consideration and may call for a balanced approach.
- Signing and communications to remind pedestrians of distance requirements. This could be through spray markings and signing at entrances

This is what you should be considering for pedestrian movement:

- One-way movement of pedestrians to maintain 2m (6ft) distancing.
- Signing to encourage pedestrians to wait and allow others to pass at entry ways or along footpaths.
- Provide separate entry and exit routes for pedestrian access with clear signs.
- Enlarge entrances and exits to minimise queues.

This is what you should be considering for queueing:

- Defined areas to indicate where pedestrians should stand when queuing using spray markings or temporary barriers.
- “Do not join the queue” signs provided at popular destinations, when capacity reached.

This is what you should be considering for traffic management:

- Traffic lanes could be closed, made one way or completely pedestrianised.
- Consider the need for delivery access and timing and essential access for street works and maintenance.
- Consider car parking layouts and spacing, reducing capacity as appropriate.
- On street parking could be suspended to facilitate other measures.
- Security considerations and the impact of measures on people with disabilities, access to blue badge holders, and other groups needs to be kept under consideration and may call for a balanced approach.

Case study

In Brighton & Hove the council has temporarily closed Madeira Drive to motor vehicle traffic to open up the sea front promenade for greater pedestrian use. The area will be stewarded from 8am to 8pm daily to ensure that businesses will maintain essential access to their properties, while maximising the usage of the area for pedestrians and cyclists.

The diagram below identifies some of the typical issues and potential interventions that could be considered to enable safer levels of social distancing within parks and green spaces.



Figure 32: Social distancing interventions in areas around parks

- | | |
|---|--|
| 1. Widen footways on approach streets to main entrance | 8. Queue marking indicators at main entrance, popular park destinations and toilets. |
| 2. Widen footways within park | 9. Signs on social distancing and circulation, particularly at conflict points such as junctions and crossings |
| 3. Provide movement guidance around park including consideration for one way circulation | 10. Use existing street furniture for signing to avoid impacting on pedestrian flows |
| 4. Reduce traffic speeds | 11. Allow space where multiple queues meet |
| 5. Increase space for pedestrians and cycles beside park entrances | 12. Stewards to help manage queues and pedestrian flows |
| 6. Minimise pinch points, whilst taking into consideration security and the needs of the disabled and elderly. | 13. Maximise access and introduce one-way entry and exit points |
| 7. Reduce unnecessary obstacles, for example planters and add markings/tape on seating to maintain social distancing. | 14. Additional cleaning regime and maintenance |
| | 15. Safe level crossing points to access park |



Figure 33: Parallel footpath created through recent social distancing use – London



Figure 34: Social distancing floor markings – London



Figure 35: Public health information signing in park – London



Figure 36: Signing to communicate social distancing – London



Figure 37: Signing to communicate social distancing – Walsall



Figure 38: Signing at park entrances to guide and inform – London. Signs should be kept out of rights of way



6. Additional communication, technology and regulatory considerations

In considering the design interventions, owners and operators should also take account of signing and communications, opportunities through technology and regulatory considerations.

6. Additional communication, technology and regulatory considerations

6.1 Temporary signing and communication considerations

Owners/operators are advised to provide clear and concise information to the public on how to adhere to social distancing. They are advised to emphasise the latest government advice on safety procedures and carefully consider social distancing guidelines in public places. This could include:

- Using simple, clear and accessible images and messaging to explain guidelines, with consideration for groups whose first language may not be English or where alternative formats may be required.
- Showing the maximum number of people who can queue safely (accounting for social distancing).
- Signs and announcements about safe travel and maintaining social distancing. Signs should be placed strategically to maximise impact.
- Information on changes for disabled users and how they can continue to access public places in a safe way.
- Providing stewards in the busiest areas.
- Marking appropriate spaces for queuing, accounting for queues and space required by neighbouring premises whilst taking security considerations into account.

6.2 Additional digital considerations

Owners/operators may want to consider the use of data and digital tools to make it easier for people to maintain social distancing, and to aid decision making regarding the management and modification of spaces. This could include:

- Making data available that shows the current footfall of spaces, especially those spaces that are prone to overcrowding; access to data and digital tools will allow people to more effectively plan their journeys and choose alternative spaces or use spaces at other times of day.
- Owners/operators should consider using data and digital tools to monitor the usage of spaces, and to make modifications to the access and use of those spaces as required.
- Data and digital tools may also be needed to anticipate and plan for the changing use of public places over time, to expect and mitigate the potential for overcrowding at certain sites during peak usage times, and to take any necessary corrective measures to make it easier for people to socially distance.

- Consider how existing e-booking systems can be utilised to support the effective capacity management of public spaces, such as outdoor sports courts and provide key guidance for usage.

While undertaking any of the actions advised, account should be taken of risk of transmission through touch. In addition, you must have regard for your regulatory and statutory duties such as those in relation to cyber security and data protection.

6.3 Additional security and enforcement considerations

A revised layout may present new security risks, particularly where multiple queues are created. Owners and operators of public places are advised to consider the security implications of temporary interventions to support social distancing.

To mitigate new security risks, we recommend that queuing is organised within areas that have existing protection such as vehicle security barriers. Where this is not possible you should consider: routing queues behind permanent physical structures (e.g. street furniture, bollards, trolley parks & bike racks) to provide a visual deterrent and delay; closing off vehicle access to shared spaces; adjusting servicing and delivery times; reducing the opportunities for vehicles (including potentially hostile vehicles) to interact with pedestrians; erecting robust barriers; introducing a reduced speed limit mandated using traffic calming. Operators and authorities should not remove any security features / useful street furniture items without considering protective security in the round. Links to additional guidance can be found in the Appendix.

6.4 Regulatory considerations

As an owner and/or operator of urban and/or green spaces it is important to consider all relevant legal obligations before implementing interventions recommended by this guidance. We set out some examples which may be relevant below. As set out above, this guidance document does not impose any legal obligations and there may be processes required prior to you being able to implement the guidance.

Traffic Regulations

The Department for Transport has produced additional statutory guidance under section 18 of the Traffic Management Act 2004 to support changes to network management. Links to further guidance can be found in the Appendix.

Permitted Development Orders

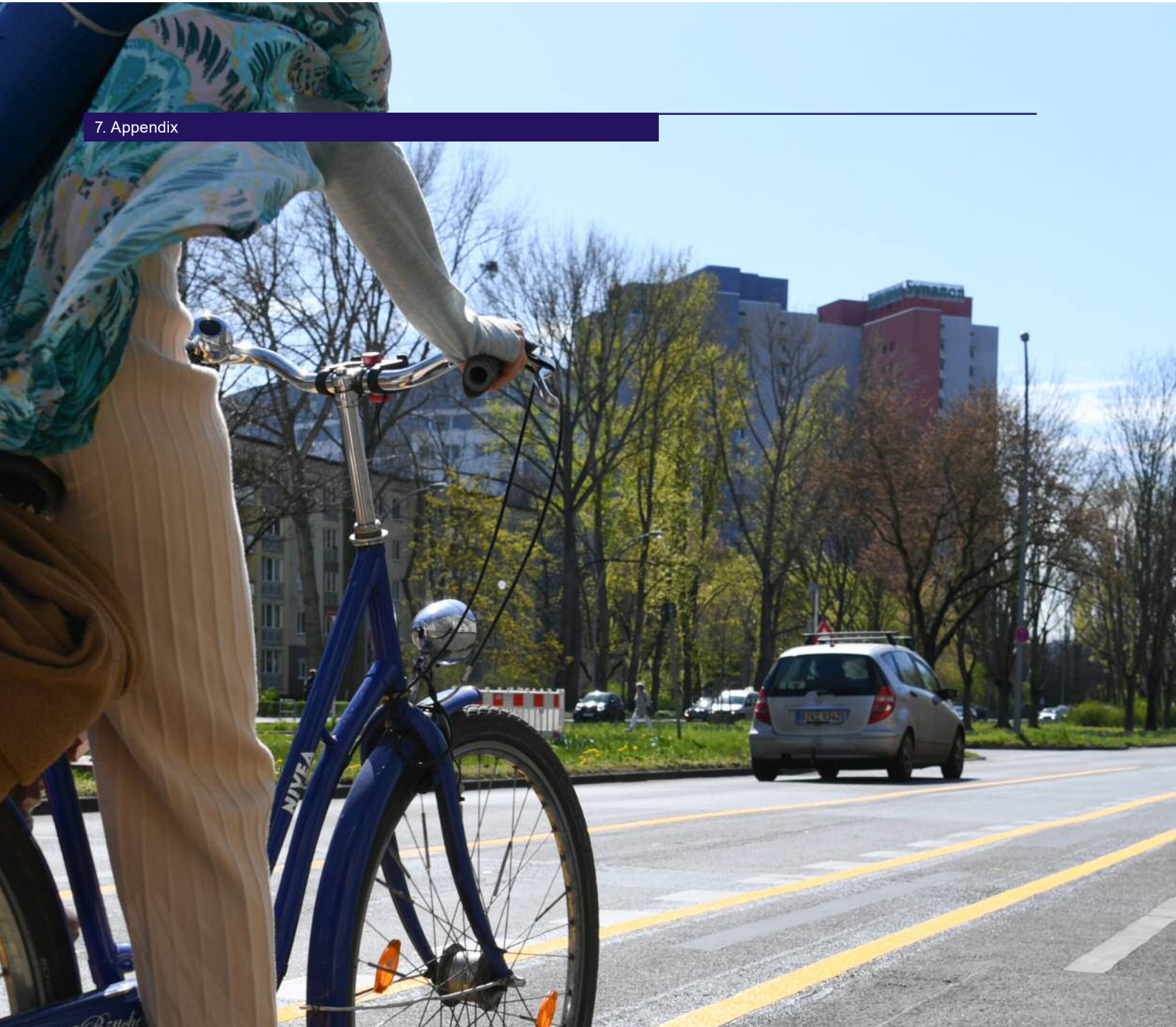
Where interventions are needed such as temporary structures, planning permission may be permitted under the General Permitted Development Order (GPDO) 2015. Part 12 of Schedule 2 to the GDPO permits local authorities to erect, construct, maintain and improve a range of small structures and operations required in

connection with the operation of any public service administered by them. New Part 12A of Schedule 2 to the GDPO enables emergency development by local authorities and Health Service Bodies and can be used by local authorities in responding to the spread of coronavirus, including the erection of temporary buildings, this right expires on the 31 December 2020.

Fire Safety Regulations

The Regulatory Reform (Fire Safety) Order applies to all non-domestic premises – including any building, tent or moveable structure – and requires the person responsible for a premises to undertake a fire risk assessment, review it regularly and put in place and maintain fire protection measures to mitigate the risk to life from fire. Where coronavirus and social distancing measures have impacted on the premises, it is recommended that the responsible person reviews their fire risk assessment to ensure it is suitable and sufficient. Guidance on fire risk assessments is available here- <https://www.gov.uk/workplace-fire-safety-your-responsibilities/fire-risk-assessments>.

Responsible persons who do not have the time or expertise can ask a competent person to undertake the fire risk assessment. The National Fire Chiefs Council has made available guidance on choosing a competent risk assessor - <https://www.nationalfirechiefs.org.uk/Finding-fire-risk-assessor>.



7. Appendix



7. Appendix

Definitions

People who are shielding	https://www.nhs.uk/conditions/coronavirus-Covid-19/people-at-higher-risk-from-coronavirus/whos-at-higher-risk-from-coronavirus/
Respiratory hygiene	https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control
Vulnerable people	https://www.nhs.uk/conditions/coronavirus-Covid-19/people-at-higher-risk-from-coronavirus/if-youre-at-very-high-risk-from-coronavirus/

7.1 Where to obtain further information

Coronavirus (Covid-19): guidance

<https://www.gov.uk/government/collections/coronavirus-covid-19-list-of-guidance>

Our plan to rebuild: The UK Government's Covid-19 recovery strategy

<https://www.gov.uk/government/publications/our-plan-to-rebuild-the-uk-governments-covid-19-recovery-strategy>

Guidance: Staying safe outside your home

<https://www.gov.uk/government/publications/staying-safe-outside-your-home/staying-safe-outside-your-home#face-coverings>

Coronavirus: guidance for employees, employers and businesses

<https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19>

Coronavirus: cleaning of non-healthcare settings

<https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings>

7.2 Safer Places Guidance Documents

Working safely during coronavirus (COVID-19)

<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19>

Coronavirus (COVID-19): implementing protective measures in education and childcare settings

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>

Coronavirus (COVID-19): safer transport guidance for operators

<https://www.gov.uk/government/publications/coronavirus-covid-19-safer-transport-guidance-for-operators>

7.3 Security Guidance

Staying secure during Coronavirus: Centre for the Protection of National Infrastructure

<https://www.cpni.gov.uk/staying-secure-during-covid-19-0>

Risk to pedestrians during Covid-19: Centre for the Protection of National Infrastructure

<https://www.cpni.gov.uk/system/files/documents/4b/fb/The%20risk%20to%20pedestrians%20from%20Vehicle.pdf>

7.4 Additional Department for Transport Guidance

Reallocating road space in response to COVID-19: statutory guidance for local authorities

<https://www.gov.uk/government/publications/reallocating-road-space-in-response-to-covid-19-statutory-guidance-for-local-authorities>

Temporary Traffic Regulation Order guidance:

<https://www.gov.uk/government/publications/traffic-orders-advertising-during-coronavirus-covid-19>

Manual for Streets

<https://www.gov.uk/government/publications/manual-for-streets>

Code of Practice for Street Works and Road Works

<https://www.gov.uk/government/publications/safety-at-street-works-and-road-works>

Guidance on planning cycling and walking networks:

<https://www.gov.uk/government/publications/local-cycling-and-walking-infrastructure-plans-technical-guidance-and-tools>

Traffic Signs Manual:

<https://www.gov.uk/government/publications/traffic-signs-manual>

7.5 Additional relevant external information

Temporary parking enforcement guidance:

<https://www.britishparking.co.uk/COVID-19-Local-Authority-advice>

7.6 Examples of existing local activity

London Borough of Hammersmith & Fulham

<https://www.lbhf.gov.uk/articles/news/2020/04/hf-introduce-temporary-wider-pavements-help-shoppers-social-distancing>

Brighton & Hove City Council

<https://new.brighton-hove.gov.uk/news/2020/madeira-drive-first-road-be-allocated-walkers-and-cyclists>

London Borough of Hackney

<https://news.hackney.gov.uk/council-to-introduce-emergency-road-safety-measures-to-help-maintain-social-distancing/>

Leicester City Council

<https://news.leicester.gov.uk/news-articles/2020/april/second-temporary-cycle-track-installed-to-continue-route-into-city/>



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BUCKINGHAM TOWN COUNCIL
Economic Development Working Group

Contact Officer: Emma Churchill - TIC Supervisor

Buckingham Tourism Website update

1.Recommendations

1.1. To note the report

1.2. To agree to contact local attractions and business for help with content for the new website as they are able

2. Inspiration for website

Inspiration for the site has been taken from the following well established tourism websites:

<https://www.visitolney.com/>

<https://oxfordcity.co.uk/>

<https://portmeirion.wales/>

<http://bibury.com/>

3. Content and site map

All pages from home page.

- Shop
- Dine
- Stay
- What's on
- Plan your visit

All pages from plan your visit.

- Walks
- Itineraries

- Heritage
- Community groups

Home page-

- Welcome
- History
- Interactive map
- How to get here
- Easy links to shop dine, stay, what's on and plan your trip pages.

Shop. Dine. Stay pages

- Intro
- Image links to pages for different dining/shopping/hotels
- Map with markers

What's on

- Calendar of local attractions, easy to change and update. 15-mile radius
- Calendar for Buckingham events same as the above calendar, but just for local events.
- Map of local attractions
- Small bit of info for the attractions in a pop up? the distance, directions opening hours.

Plan your trip with links to

- Intro
- Tourist information centre
- Map of area
- Walks page
- Itineraries page
- Heritage page
- Community groups page

4. Basic layout of the home page.

Logo / slogan	Search engine
Picture / Title	
Shop . Dine . Stay . What's on . Plan your trip	
Map	How to get here
Welcome	
History	