

Use of Public Spaces Policy

Portal Estate Management

Version 2.0 | July 2025


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Issued by Portal Estate Management Ltd | Version 2.0 | July 2025

1. Introduction

The University of Cambridge is committed to providing high-quality, safe, and accessible public spaces at Eddington for all residents, staff, and visitors. This policy outlines how public areas are managed to ensure they remain enjoyable, inclusive, and respectful environments for everyone.

This policy is reviewed regularly to reflect changes in legislation, estate operations, and community needs. The latest version is available on the Eddington Portal:

 <https://eddington-cambridge.co.uk/legal-policies>

2. Policy Scope

This policy applies to all landscaped open spaces at Eddington which are publicly accessible for leisure, play, and movement. It does not apply to sports pitches, private tenanted areas, or public highways.

It outlines permitted and prohibited behaviours across the development and clarifies responsibilities for residents and visitors.

Definitions

- **Public spaces** - Open spaces for leisure and recreation available at no charge, such as parks, squares, and play areas
- **Coasting devices** - Includes skateboards, rollerblades, scooters, Segways, and hoverboards
- **Drones** - All unmanned aerial vehicles, including model aircraft and gliders

3. Responsibilities

3.1 Portal

- Will conduct a review of this policy and will trigger updates as needed
- Oversees reporting of any breaches via monthly Operations Reports
- Investigates and responds to complaints relating to public space use
- Ensures public areas are regularly inspected and maintained
- Responds to reported defects or hazards in a timely manner

3.3 Residents, Visitors and Stakeholders

- Are expected to behave responsibly when using public space
- Should report concerns or defects via the Portal or by calling 03332 079 501
- Must comply with this policy and all supporting guidance

4. Use of Public Spaces

4.1 Outdoor Events

Events in public areas must follow the Portal Events Management booking process.

4.2 Children's Play Areas

Play areas are open to all residents and their guests. Equipment is intended for children aged 11 and under and is routinely inspected for safety.

4.3 Cycling

4.3.1 Use of Cycles and Scooters

Cycling is encouraged as a healthy and sustainable form of transport. Cyclists must:

- Give way to pedestrians in shared areas
- Follow the Highway Code when on the road. This includes respecting courtesy crossings and obeying traffic lights at the junctions with Madingley Road and Huntingdon Road.

4.3.2 Bicycle Parking

- Bicycles must not obstruct paths or fire exits
- Improperly parked bicycles may be removed without notice
- Owners are responsible for securing their bicycles.

4.3.3 E-Scooters

- Only Voi e-scooters, operated under the authorized rental scheme, are legally permitted for use in this area. Private e-scooters are not permitted on public roads or Portal property.
- Users must operate Voi scooters responsibly and in full compliance with the Highway Code and Voi's Term of Use. Scooters should be used only on permitted routes and parked considerately to avoid obstructing pathways, access routes, or building entrances.

4.4 Coasting Devices (e.g. Skateboards, Scooters)

Responsible use is permitted on pavements and cycle paths under the following conditions:

- Pedestrians always have right of way
- No tricks, stunts, or racing
- Not allowed inside buildings or pedestrian-only areas.

Users are personally responsible for their behaviour and any damage or injury caused.

4.5 Ball Games

Ball games must be played only in designated sports facilities or booked open areas. Booking information is available on the Eddington website: <https://eddington-cambridge.co.uk/sports-at-eddington-booking> .

4.6 Barbecues and Cooking

- Personal BBQs are not allowed anywhere on the estate except at the designated brick barbecue area near Brook Leys lagoon
- Use of gas canisters or open flames is prohibited unless part of an authorised event with risk assessments

Burning grass or damaging public property is a criminal offence.

4.7 Use of Water Features

The lagoons are part of the estate's water recycling system and a protected habitat. The following are strictly prohibited:

- Swimming or paddling
- Boating or use of inflatables
- Littering or fishing
- Tampering with safety equipment (e.g. life belts)

Emergencies or incidents at or near water features should be reported promptly to the Police by dialing 999; Portal should also be informed.

4.8 Smoking

Smoking, including e-cigarettes, is not permitted inside public buildings or near entrances, windows, or air handling units.

4.9 Animals

- Pets are not allowed in University residences without written approval
- In public areas, animals must be kept on a lead and under control
- Owners are responsible for preventing fouling and must use the dog waste bins provided

Reports about injured wildlife or habitat damage should be sent to:

 portal@eddington-cambridge.co.uk

4.10 Drones and Aerial Devices

Drone and other powered devices over or from Eddington is not permitted without written permission from Portal Estates Management.

Requests must be submitted at least 10 working days in advance via:

 portal@eddington-cambridge.co.uk

All users must have appropriate Civil Aviation Authority permissions and public liability insurance.