

May 2020

Use of Public Spaces Policy

**North West Cambridge Development
Version 1.0**

1 Introduction

The University of Cambridge (“the University”) is committed to providing safe and well-maintained open spaces for all users of the Eddington site on the North West Cambridge Development (“Eddington”).

This policy is intended for both internal and external use and application. This policy will be made available on the Eddington website for the public to access. This policy will be reviewed periodically or in line with changes in relevant legislation and updated without notice.

1.1 Aims

This policy aims to set the approach to maintaining public spaces in a way which can be enjoyed by all users in a safe manner at Eddington.

1.2 Definitions

Public spaces – open space for leisure purposes which is usually available to the public at no charge. Includes parks, squares, play areas, and landscaped space. This excludes sports pitches, tenanted areas and the public highway.

Coasting devices – includes (but not limited to) skateboards, roller skates, rollerblades, scooters, powered scooters, Segways and ‘hoverboards’.

Drones - unmanned aerial vehicles including but not limited to multi-rotor aircraft, helicopters, aeroplanes and gliders.

2 Roles and Responsibilities

The University is committed to managing the public spaces at Eddington in a safe manner. In order to achieve this the Portal Estate Management Limited (“Portal”) team is equipped with the necessary skills, knowledge, and tools to effectively maintain the estate.

2.1 NWCD Operations Director

The Operations Director will:

- Ensure that reported breaches of this policy are reported in each monthly Operations Report.
- Trigger review of this policy, if required.
- Review and, where necessary, respond to complaints in relation to this policy.

2.2 NWCD Facilities Manager

The Facilities Manager will:

- Ensure that public spaces at Eddington are subject to regular inspection and maintenance.
- Ensure that reports of defects are responded to within an appropriate timeframe.

2.3 All stakeholders and visitors

All residents, stakeholders and visitors are responsible for familiarising themselves with, and complying with, this policy and any supporting policies, in particular any aspects that have a direct bearing upon their activities.

3 Use of Public Spaces

It is recognised that users of public open spaces may wish to undertake certain activities, including cycling, skateboarding, roller blading, ball games, BBQs etc. While these activities are broadly permitted, they are subject to some restrictions to ensure that public spaces may be enjoyed by all users.

Any defects or damage to public spaces should be reported through the Portal website (portal.eddington-cambridge.co.uk) or via 03332 079 501.

3.1 Outdoor Events

Please see the NWCD Events Management booking process and Terms and Conditions¹ for further details.

3.2 Children's Play Areas

The Eddington development has dedicated children's play areas. These are for use by all residents and their visitors. The play equipment is designed for use by children aged up to 11 years old. The play equipment is regularly inspected and maintained under contract to ensure it is continually safe for use.

3.3 Cycling

3.3.1 Use of cycles

Commuting by bicycle and social use of cycles is to be promoted as a good form of exercise and as a sustainable transport method.

Where cycles share space with pedestrians, cycles must give way to pedestrians. When on the road, cyclists must adhere to the Highway Code and take care at all times.

3.3.2 Bicycle Parking

It is the responsibility of cycle owners to ensure their cycles are secured when unattended.

Bicycle owners are responsible for parking their bicycles with care and not create a hazard or obstruction. If bicycles are parked in an area which creates a hazard or obstruction (e.g. in a fire exit) then Portal may remove the bicycles without warning.

3.4 Skateboarding, Roller Blading etc.

Responsible use of skateboards, roller skates, rollerblades, scooters, and other coasting devices is permitted.

Persons may use these on pavements and cycle paths, subject to the following restrictions:

- Users must yield the right-of-way to pedestrians at all times.
- They may not be used in any manner that places pedestrians at risk.
- Speed must not exceed 5 mph and the user must remain in control of their device at all times.
- Coasting devices are not vehicles and their use is prohibited by law on roadways and in vehicle parking areas.

¹ <https://eddington-cambridge.co.uk/wp-content/uploads/EVENTSBOOKINGFORM.docx>

- Use for tricks, racing, or other stunts is strictly prohibited. Riding on any landscape features other than pavements is prohibited, e.g. handrails and seating areas. All wheels of the device must be in contact with the ground while in use.
- The use of coasting devices is prohibited within any public building, any covered area, and in the designated pedestrian-only zones.
- Roller skates or rollerblades must be removed before entering any public or University building.

Users of these devices at all times bear personal responsibility for sensible use and may be liable in the event of harm caused to themselves and/or others.

3.5 Ball Games

In general, outdoor recreation and sport are to be encouraged. However, the University is keen to promote the playing of ball games in a responsible manner in places where no nuisance or inconvenience is caused to others.

Ball games are only permitted on designated sports facilities and in accordance with properly approved sports activity. Please refer to the NWCD Events Management booking process and Terms and Conditions² for how to book sports facilities at Eddington.

Please also refer to the NWCD Anti-Social Behaviour Policy about what is considered anti-social behaviour and actions taken against perpetrators.

Where appropriate, landscaping may be carried out on land subject to this policy to prevent or limit the playing of ball games.

3.6 Cooking and BBQs

The use of barbecues or other cooking equipment using gas cylinders is prohibited, unless part of a sanctioned event with accompanying risk assessments. Please see the NWCD Events Management booking process and Terms and Conditions² for further details.

It is an offence to cause criminal damage to any of the communal areas of Eddington, including by burning grass.

Using a barbecue in communal areas of Eddington is not permitted, except in the designated area adjacent to the Brook Leys lagoon where there is a permanent brick barbecue. This is the only location at Eddington where using a barbecue is permitted.

3.7 Use of Water

The lagoons at NWCD form an important part of the water recycling system, as well as providing a habitat for wildlife. Swimming, fishing, littering or entering these lagoons for any purpose is prohibited without express permission of the University. This includes the use of boats, toy boats, inflatables, etc.

Misusing or interfering with life safety provisions such as life belts is a criminal offence.

² <https://eddington-cambridge.co.uk/wp-content/uploads/EVENTSBOOKINGFORM.docx>

3.8 Smoking

Smoking is prohibited in all public and University buildings¹. Smokers are asked to refrain from smoking at entrances and exits to buildings or near to open windows or air handling units. This includes the use of e-cigarettes.

3.9 Animals and nuisance

Pets or other animals are not allowed in University residences, unless express written permission is granted by University for assistance animals.

Animals are permitted on the Eddington development as long as they are under control and not causing a nuisance to other users of the open spaces. This includes using leads at all times. The handler of the animal is responsible for ensuring animals are kept in a way that does not cause unnecessary suffering to any animal, protects the public from dangerous animals, and without causing a nuisance. This includes the prevention of fouling across the development. Bins for dog waste are provided in public areas.

Reports can be made about injured wildlife or intentional damage to habitats within Eddington by emailing portal@eddington-cambridge.co.uk. Contact may be made with the Royal Society for the Protection of Animals (RSPCA) or other agencies as appropriate.

3.10 Drones and aerial vehicles

The flying of drones from or over Eddington is prohibited without express written permission from the University. Approval may be granted for specific recreational and commercial purposes including building surveying and media filming. Approval can be requested by emailing portal@eddington-cambridge.co.uk, not less than 10 business days before the proposed filming date.

Users are responsible at all times for the safe operation of their equipment, obtaining any required permission from the Civil Aviation Authority, and must provide evidence of suitable public liability insurance.

¹ <https://www.hr.admin.cam.ac.uk/policies-procedures/smokefree-policy>