

**Item 3****ECONOMY AND  
ENVIRONMENT COMMITTEE****Minutes - Action Log**Cambridgeshire  
County Council

This is the updated minutes action log as at 5<sup>th</sup> September 2017 and captures the actions arising from the most recent Economy and Environment Committee meetings and updates Members on the progress on compliance in delivering the necessary actions.

**ACTIONS FROM MINUTES OF THE 13<sup>th</sup> JULY 2017 COMMITTEE**

Minute No.	Report Title	Action to be taken by	Action	Comments	status
16.	<b>BIKEABILITY CYCLE TRAINING</b>	<b>Bob Menzies.</b>	a) The Council Cycling champion asked whether a cross subsidy could be sought from the Health budget. Officers would investigate this further.	This was being looked into. An oral update will be provided.	<b>ACTION ONGOING</b>
	<b>BIKEABILITY CYCLE TRAINING Second action</b>	<b>Mike Davies</b>	b) Officers to contact the training provider to establish if their training included safety tips regarding falling off bikes safely.	Bikeability Level One teaches people to control their cycles off road, usually on a playground. They learn the most basic skills of balance as well as starting and stopping. How to manage falling off is covered, though after a very short time this is not a skill needed.	<b>ACTION COMPLETED</b>

	<b>BIKEABILITY CYCLE TRAINING – third action</b>	<b>Mike Davies</b>	<p>c) On the potential role for community navigators / area champions seeking further local volunteers, as this was an area of work being developed by the Communities and Partnership Committee, officers were asked to make contact with Councillor Criswell regarding this being a future item for that Committee to discuss further.</p>	<p>Prior to 2008 cycle training in Cambridgeshire was delivered by volunteers. The standard of training delivered varied a lot, and was not to the national standards which are now in place. There was a high turnover of trainers (as typically parents would volunteer whilst their own children were at a school, and they would cease when their own children left). County staff were needed to help to recruit trainers, train them, ensure health and safety measures were in place, and to generally provide support. These costs equated to around £80,000 per year.</p> <p>Members often raise concerns around antisocial and dangerous cycling on the County's roads. Delivering Bikeability to the national standards by professional instructors is one way that better, more considerate cycling can be promoted. With Bikeability in place delivered by professionals, numbers being trained have risen year on year and feedback from schools, parents and pupils has been very positive. As stated in the recent report the Department for Transport (DfT) will continue to fund Bikeability in Cambridgeshire, but it cannot fully guarantee to fund all places every year. Any expected shortfall would still be less than the</p>	<b>ACTION COMPLETED</b>
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				<p>costs of reintroducing a volunteer based scheme, due to staff costs involved.</p> <p>It is also worth noting that some capital funding for cycling projects from the DfT have been dependent upon bidders having a Bikeability scheme in place, to national standards, rather than their own volunteer led scheme. This was another factor in Cambridgeshire's decision to move away from a volunteer scheme in 2008.</p> <p>Councillor Criswell has been informed.</p>	
	<b>BIKEABILITY CYCLE TRAINING – fourth action</b>	<b>Mike Davies</b>	<p>d) Officers were asked to investigate the cost benefits of the Council and its partners jointly funding training for volunteers.</p>	<p>Following on from the above, the costs to the Council at the present time of moving to a volunteer led scheme are higher than retaining the current scheme. The benefits (in terms of the quality of training provided and the number of children likely to be trained) are lower than with the current scheme in place.</p> <p>The only potential role for community navigators/area champions, and indeed any other members, is to advise officers of any other potential routes that they may be aware of for potential sponsorship of Bikeability, to</p>	<b>ACTION COMPLETED</b>

				plug the possible funding gap as advised in the recent report.	
	<b>BIKEABILITY CYCLE TRAINING – fifth action</b>	<b>Cllr Bates</b>	e) The Chairman to raise the issue of lobbying the Department for Transport for retaining the same level of funding with the Local Government Association (LGA)	A letter was sent to Mark Lloyd at the LGA on 9 <sup>th</sup> August included As a separate Appendix 1 to this action log. The Committee was sent the letter for information on 4 <sup>th</sup> September.	<b>ACTION COMPLETED</b>
17.	<b>FINANCE AND PERFORMANCE REPORT – MAY 2017 – fourth action</b>	<b>Sarah Heywood</b> to arrange a response	a) One Member expressed interest in how the performance figure for staff sickness in ETE compared with previous years.	The response was sent to Councillor Tierney on 5 <sup>th</sup> September. It detailed that ETE has had a consistently lower annual average of sickness days for full time equivalent employees compared to the overall CCC average. This has been maintained over the eight year period.	<b>ACTION COMPLETED</b>
18.	<b>ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN – SEMINAR ON THE COMBINED AUTHORITY</b>	<b>Democratic Services</b>	There was a request for a seminar in due course on the role and how the functions of the E and E Committee fitted into the decision making process in relation to the terms of reference of both the Combined Authority and the Greater Cambridge Partnership.	This was originally to be included as part of the Monthly member seminar programme. The Combined Authority are currently considering the best way to present the information to all Cambridgeshire and Peterborough Councillors (including presentations to district councillors)  No date has yet been confirmed.	<b>ACTION ONGOING</b>
<b>ACTIONS FROM THE 10<sup>TH</sup> AUGUST COMMITTEE</b>					

Minute No.	Report Title	Action to be taken by	Action	Comments	status
24.	<b>PETITIONS AND PUBLIC QUESTIONS</b>  <b>Public Question from Mr John Lloyd regarding speed limits on the Guided Busway</b>	<b>Bob Menzies in consultation with the Chairman</b>	<p>The question read:</p> <p>“Are there any guidelines issued to drivers on maximum speed limits on different areas of the busway; are they monitored and enforced and are there any proposals to reduce them?” I can provide the following information”.</p> <p>It was agreed that as there was not a relevant report on the agenda, a written response would be sent in addition to the brief oral response provided at the meeting.</p>	<p>A response was sent to Mr Lloyd on 31<sup>st</sup> August the main text of which is included at the end of the action log below.</p>	<b>ACTION COMPLETED</b>
30.	<b>ECONOMY AND ENVIRONMENT COMMITTEE OUTSTANDING APPOINTMENTS TO PARTNERSHIP LIAISON AND ADVISORY GROUPS</b>	<b>Chairman</b>	<p>a) Transport Strategy for Fenland – Councillor Connor appointed to one of the two places. One appointment was to be sought.</p> <p>b) Huntingdon Bid Board - Councillor Sanderson volunteered to approach the Independent Group for a nomination to the one place required.</p>	<p>Councillor Gower has volunteered to be the second appointment. Confirmation to this appointment was agreed via the delegation to the Chairman and Executive Director.</p> <p>At the time of preparing this Minute Log Update Councillor Sanderson was emailed to request an update if any progress had been made. An oral update will be provided at the meeting.</p>	<b>ACTION COMPLETED</b>  <b>ACTION ONGOING</b>

## LETTER RESPONSE TO MR LLOYD REGARDING GUIDELINES ISSUED TO DRIVERS ON MAXIMUM SPEED LIMITS ON DIFFERENT AREAS OF THE BUSWAY

Many thanks for attending and submitting an oral question at the August Economy and Environment Committee.

In response to your question “Are there any guidelines issued to drivers on maximum speed limits on different areas of the busway; are they monitored and enforced and are there any proposals to reduce them?” I can provide the following information:

*All drivers are trained by the Bus Operators in accordance with the Bus Operations Handbook For Drivers. The Handbook was developed by the County Council in consultation with the Operators and is based on advice and guidance from other guided busways around the world.*

*The following policy is taken from the Bus Operations Handbook for Drivers:*

*3.1 While on the Busway, the bus driver remains responsible for the safe operation of his/her guided bus, in the same way as on the public highway, and will remain in full control of the bus at all times. The bus operating company is responsible for the provision of a suitable and safe vehicle.*

*3.2 All types of passenger safety, bus performance, operation and manoeuvring remain the drivers' responsibility as they would on the public highway in accordance with The Highway Code.*

*3.11 Line speed will be 56mph and applies everywhere except stops, road junctions, burst throughs or as otherwise advised in this Handbook. Drivers should operate at line speed where possible unless advised otherwise by the control room, or if in their judgement there is a safety- critical risk (for example thick fog, people trespassing on the track, work adjacent to the track .*

*6.6 The maximum mandatory speed of approach and entry to any guideway section is 30 mph (48 kph).*

*7.22 All normal highway signs apply. When running in a guideway you must obey all highway signs applying to the 'lane' in which you are travelling, including speed limit signs. You must obey a police officer as you would on highway.*

*7.38 A mandatory 30mph (48kmph) speed limit operates within the single section of guideway (Trumpington cutting). This must be obeyed at all times.*

*8.4 A mandatory 40mph (65kmph) speed limit operates through all burst throughs.*

*8.5 In addition to the above there is a mandatory speed limit of 30 mph through the Holywell Ferry (Lakes) crossing.*

*Cambridgeshire County Council carries out speed checks along the Guided Busway and this information is passed onto the bus operators. The current devices we use do not have the ability to record the data, it has been primarily a monitoring exercise. We are looking into expanding our monitoring capability which will lean more towards enforcement and the different types of speed recording devices, which will log data, in future. Bus operators also undertake checks.*

*There are no plans to reduce the speed limits, which are based on many years of operation of other busways.*

If you have any further questions of detail please contact [Campbell.Ross-Bain@cambridgeshire.gov.uk](mailto:Campbell.Ross-Bain@cambridgeshire.gov.uk)

Yours Sincerely

*Ian Bates*

Cllr Ian Bates  
Chairman of the Economy and Environment Committee