

HIGHWAYS AND TRANSPORT COMMITTEE



Tuesday, 30 April 2024

Democratic and Members' Services
Emma Duncan
Service Director: Legal and Governance

10:00

New Shire Hall
Alconbury Weald
Huntingdon
PE28 4YE

Red Kite Room
New Shire Hall, Alconbury Weald, Huntingdon, PE28 4YE

AGENDA

Open to Public and Press

CONSTITUTIONAL MATTERS

- 1 Apologies for absence and declarations of interest**
Guidance on declaring interests is available at <http://tinyurl.com/ccc-conduct-code>
- 2 Minutes Highways and Transport Committee 5 March 2024 5 - 36**
- 3 Petitions and Public Questions**

KEY DECISIONS

- 4 Department for Transport Approved Automatic Number Plate Recognition Traffic Enforcement Camera Procurement 37 - 46**
- 5 Parking Enforcement and Permits System 2024 47 - 56**

DECISIONS

- | | | |
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| 6 | Highways and Transport Corporate Performance Report - Quarter 3 | 57 - 78 |
| 7 | Highways and Transport Committee Agenda Plan and Appointments to Outside Bodies | 79 - 82 |

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The Highways and Transport Committee comprises the following members:

Councillor Alex Beckett (Chair) Councillor Neil Shailer (Vice-Chair) Councillor Gerri Bird
Councillor Piers Coutts Councillor Claire Daunton Councillor Lorna Dupre Councillor Janet French
Councillor Ian Gardener Councillor Anne Hay Councillor Bill Hunt Councillor Simon King
Councillor Peter McDonald Councillor Lucy Nethsingha Councillor Keith Prentice and Councillor Alan Sharp

Clerk Name:	Daniel Snowdon
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Clerk Telephone:	01223 699177
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Highways and Transport Committee: Minutes

Date: 5 March 2024

Time: 10:00am to 2.27pm

Present: Councillors Alex Beckett (Chair), Neil Shailer (Vice-Chair), Geri Bird, Piers Coutts, Steve Criswell, Claire Daunton, Lorna Dupré, Mark Goldsack, Neil Gough, Bill Hunt, Brian Milnes, Simon King, Catherine Rae, Alan Sharp and Mandy Smith.

Venue: New Shire Hall, Alconbury Weald, Huntingdon, PE28 4YE

197. Apologies for Absence and Declarations of Interest

Apologies were received from Councillors Peter McDonald (Councillor Neil Gough substituting), Councillor Jan French (Councillor Mark Goldsack substituting), Councillor Ian Gardener (Councillor Mandy Smith substituting) and Councillor Anne Hay (Councillor Steve Criswell substituting)

Councillor Simon King declared an interest as a member of the Cambridgeshire Local Access Forum.

198. Minutes – 23 January 2024 and Action Log

The minutes of the meeting held on 23 January 2024 were agreed as a correct record subject to a spelling correction on page 12.

The Committee noted that an item would be brought forward to the July meeting of the Committee in relation to the A1421 and the motion presented to Full Council by Councillor Bill Hunt.

The updated action log was noted, together with the following updates provided at the meeting.

- A briefing note would be circulated following the meeting regarding hemlock weeds.
- The March Performance Monitoring Report should have totalled 39 and not 49.
- Briefings would be arranged where they had been requested as per the Action Log.
- 190 technical assessments had been undertaken by the Council's contractor; Milestone of peat soil affected roads. A briefing would be provided to members that would provide information on risk assessment along the routes.

199. Petitions and Public Questions

There were 14 public questions and no petitions. The public questions were heard during the relevant agenda items. The questions and responses are attached Appendix A to these minutes.

200. Puddock Road Safety Scheme

The Committee received a report that summarised the options assessment that had been undertaken to improve safety at Puddock Road. The Committee was asked to approve the preferred option and its implementation. The presenting officer informed the Committee that in seeking to reduce vehicle speed the severity of incidents would be reduced and that by reducing the number of vehicles using the road, the number of incidents would reduce.

The Committee received public questions on this item. The questions and responses are attached at Appendix A to these minutes.

Individual Members raised the following points in relation to the report:

- Welcomed the report as it was a notorious accident site.
- Attention was drawn to a letter received from a local resident highlighting the issues along the route and emphasised the importance of implementing a solution quickly.
- Commented that it was a significant road safety issue and questioned why the Automatic Number Plate Recognition (ANPR) element was being proposed ahead of the civil enforcement powers being granted and the coroner's letter. -The presenting officer advised that the change to the speed limit could be implemented quickly and the ANPR camera installed in readiness for the provision of civil enforcement powers later in the year. There was no indication as to content of the coroner's letter. However, it was important to act as it could influence the content of the letter.
- Questioned whether it would be possible to deploy advisory signs for uneven surfaces immediately. Officers undertook to investigate the possibility and enact.
Action
- Sought assurance that the local member would be regularly updated on the progress of the improvements.
- Highlighted the importance of the route to the farming community and the need to ensure that the route remained available to farm vehicles.

It was resolved to:

- a) note the steps already undertaken to improve the safety of Puddock Road, i.e. through the speed reduction measures set out in 3.5.

b) approve the preferred option of a camera enforced closure of Puddock Road that would restrict access to the majority of vehicles and to undertake works next to the carriageway to remove rutting.

c) if the closure is approved, note that consultation would take place informally, and formally through the Traffic Regulation Order consultation and decision-making process.

d) delegate authority to the Executive Director Place and Sustainability in consultation with the Chair and Vice Chair of this Committee to award and execute a contract(s) and any other associated legal agreements or documents to implement the required works on Puddock Road.

201. BP Witchford Road Non-Motorised User Crossing

The Committee received a report which provided an update on the development of a Non-Motorised User crossing at BP Witchford Roundabout. It sought approval to proceed with a feasibility study and to develop a preferred option for the scheme. This was to be funded by the Cambridgeshire and Peterborough Combined Authority.

Speaking as local member, Councillor Coutts welcomed the scheme that was strongly supported locally and expressed regret that it had not been included within the original design of the roundabout upgrade. Councillor Coutts emphasised the importance of progressing the proposed scheme speedily.

The Committee received questions on this item. The questions together with the responses are attached at Appendix A to these minutes.

Individual Members raised the following points in relation to the report:

- Noted the hazard the crossing presented in its current form and drew attention to other crossings in the area such as bridge and subway. The subway was very safe and did not interfere with the skyline. It was also more accessible for a wider range of users and would be the preferred option.
- Expressed strong support for the scheme, however, expressed some concern that the proposed location of a bridge would result in cyclists not travelling the extra distance to the bridge and continue to use a dangerous crossing.
- Noted that the date quoted in paragraph 2.4 of the report should have been November 2023 and not November 2021.
- Concern was expressed regarding the estimated £6.6m cost for a bridge. Officers explained that estimates at that stage of a project were uncertain and included a 40% optimism bias within it. The budget was inflated with good reason, and the

risks would require further work. Officers provided assurance that a thorough procurement process would be undertaken to achieve best value for the scheme.

- Attention was drawn to the 16 options presented to the member working group that considered the project and requested that the consultant's report be shared with the Committee. **Action**
- Highlighted the issues faced by local people crossing the junction in its current form and how it discouraged active travel. The options presented in the report appeared reasonable and feasible. The preferred option would be driven primarily by underlying utilities and ground conditions.
- Sought assurance that the views of all non-motorised user groups would be considered during the design of the scheme. Officers confirmed during the options appraisal, key user groups were engaged with and it was confirmed that all would be done to ensure all groups would be able to contribute to the consultation.

It was resolved to:

a) note the progress that has been made on the options assessment and the procurement plan for the conclusion of feasibility work

b) agree that the Council accept £550,000 of funding from the Cambridgeshire and Peterborough Combined Authority to undertake a feasibility study to identify the preferred option for a non-motorised user crossing.

c) delegate authority to the Executive Director; Place and Sustainability in consultation with the Chair and Vice Chair of the Committee and the Section 151 Officer to enter a Grant Funding Agreement with Cambridgeshire and Peterborough Combined Authority

d) approve the ongoing development of the design, including consultation with stakeholders.

202. Cambridgeshire's Active Travel Toolkit

Members considered a report which sought approval and adoption of the draft Cambridgeshire's Active Travel Toolkit for New Developments.

The Committee received a public question on this item. The question and response are attached at Appendix A to these minutes.

Individual Members raised the following points in relation to the report:

- Noted that types of Non-Motorised Users (NMU) were contained within the toolkit together with the Travel hierarchy.

- Highlighted Soham railway station as an example of where an adequate bus service was not being provided to the station.
- Emphasised the importance of ensuring the toolkit represented Cambridgeshire as a whole and was not city centric.
- Welcomed the examples of managing car parking within the toolkit, highlighting the issue of car parking on new developments, and commenting that it was an enforcement matter and it was not clear how and by whom parking would be enforced.
- Accessibility for disabled people was raised as a concern, particularly cycle parking at bus stops that could cause obstruction together with cyclists continuing to use footpaths rather than cycle lanes.
- Questioned why floating bus stops were being persisted with within the toolkit when they had been the source of issues within Cambridge. Officers explained that there were situations where bus stops had not been considered by developers and were included to remind developers of bus stop provision.
- Questioned whether the toolkit would impact on the level of S106 funding allocated for education and health infrastructure. Officers explained that there was a limit to funding from a developer, however the planning process governed allocations.
- Reminded the Committee that there was more to active travel than cycling and suggested there should be a clearer definition within the toolkit of who NMUs were and a greater recognition of leisure in active travel. **Action**
- Highlighted the importance of connectivity for rural communities through available active travel routes. Furthermore, the Committee was reminded that Cambridgeshire's rural areas were very different to the city of Cambridge. Cars were essential to rural areas due to distances and lack of public transport. Although Fenland had the highest rates of active travel outside Cambridge, it was important to understand that the nature of active travel in the area was very different.

It was resolved to:

- a) Note the feedback from stakeholder and developer engagement on the draft Cambridgeshire's Active Travel Toolkit for New Developments.
- b) Approve adoption of the draft Cambridgeshire's Active Travel Toolkit for New Developments.
- c) Note progress to date and next steps for the high-level action plan and strategic studies within the Cambridgeshire's Active Travel Strategy.
- d) Approve the revisions to the 'Transport Assessment Requirements' document since it was last updated in September 2019. These revisions are intended to

reinforce to developers, the need to promote active travel and passenger transport as the primary method of maintaining network resilience and improving travel choices across the County.

203. Highways Maintenance Capital Programme

The Committee received a report on the Highways Maintenance Capital Programme. The report provided an overview of the capital programme for highways maintenance schemes for 24/25 and 25/26 totalling £48.7 and £46.4m respectively. The report sought approval of the proposed programme of work for 24/25 and 25/26 to be funded from the core capital funding that was made available for highways maintenance from Central Government.

The Committee received 2 public questions on this item. The questions and responses are attached at Appendix A to these minutes.

The Chair propose an amendment to recommendation c) that was received in time and in order. The Committee agreed unanimously to the amendment.

Individual Members raised the following points in relation to the report:

- Sought clarity regarding the A1307 de-trunking as the figures within the report appeared to vary. Officers undertook to provide clarification of the figures. **Action.**
- Questioned how Gaist had been used and how it had influenced the hierarchy of schemes to be developed. Officers explained that Gaist data had been used to assist in the prioritisation of mostly carriageway schemes. The system captured high-definition images of carriageways that was used to prioritise maintenance work. However, there were several other factors such as usage, accident data and reporting by members of the public that also influenced prioritisation. Officers undertook to provide a seminar on GAIST and how it was being used. **Action**
- Concern was expressed regarding footpaths that were in a poor state of repair. The presenting officer advised that there was significant funding and a programme to tackle a number of paths that required preventative treatment. There were a range of treatments for footpaths for the different stages of their life cycle.
- Welcomed the additional investment in highway maintenance. It was a limited resource that required absolute clarity on how it was being used and to ensure value for money. It was also an opportunity to explain to residents how the money was being spent and the value gained from it.
- Attention was drawn funding allocated for carriageway, footway and cycleway maintenance in East Cambs for year 25/26. It was suggested that an explanation should have been included within the report to provide clarity. Officers undertook to provide an explanation following the meeting. **Action.**
- Noted the wide variety of technology that was being used and developed in the field of highway maintenance. The Council continually assessed new technology for use.

- Highlighted the different techniques used for road repairs, in particular, techniques that were cheaper but often required repair several times with a particular site returned to 12 times over a 5-year period for repair. The presenting officer explained that there would never be a point at which reactive repairs were not required. However, there was an ambition to reduce reactive repairs as much as possible. In addition to the investment in highway maintenance there was transformation work underway within the service such as systems, support for the frontline workforce to ensure they have the necessary tools, with clear operational standards.
- Queried how peat soil affected roads were being prioritised for repair as there were several affected roads that were not listed within the report. Officers explained the difference between capital improvements and revenue maintenance. The Committee welcomed officers' suggestion for a member briefing on prioritisation.
Action.
- Requested fuller information relating to the maintaining the rights of way network included which were being considered and how they were being prioritised.
- Welcomed the additional funding, however, engagement with residents and parishes appeared to be missing which would build confidence in value for money and communicate the challenges faced. While the prioritisation process, was no doubt, rigorous, it was an internal process and it should be accessible to the public.

It was resolved to:

a) Approve the 2-year programme of highway maintenance capital schemes 2024-2026 as outlined at Appendix One.

b) Note the indicative highway maintenance capital programme for the following 3 to 5 years 2026-2029 as outlined at Appendix Two.

c) Approve the indicative programme for the use of the additional £40m investment made by the Council in highways maintenance as outlined at Appendix Three.

d) Delegate Authority to the Executive Director, Place and Sustainability, in consultation with the Chair and Vice Chair of the Highways and Transport Committee, to finalise the detailed allocations and priorities for the highways capital maintenance programme, in accordance with the Authority's approved asset management policies.

e) Delegate authority to the Executive Director, Place and Sustainability, in consultation with the Chair and Vice Chair of the Highways and Transport Committee, to commission the delivery of the highway maintenance capital programme through existing contracts that have been formally procured.

f) Delegate authority to the Executive Director Place and Sustainability, in consultation with the Chair and Vice Chair of the Highways and Transport

Committee, to procure and then award contracts and any other associated legal agreements or documents for the delivery of the elements of the highway maintenance capital programme that are not delivered via existing contracts.

g) Delegate authority to the Executive Director Place and Sustainability, in consultation with the Chair and Vice Chair of the Highways and Transport Committee and the Section 151 Officer, to enter into Grant Funding Agreements with Cambridgeshire and Peterborough Combined Authority where these agreements are associated with the delivery of the highway maintenance capital programme.

204. Transport Strategy Action Plans and Integrated Transport Block Funding

The Committee received a report that presented an update on Performance Management across the Place and Sustainability directorate. The paper outlined the allocation of funding from the Integrated Transport Block of the Local Transport Plan Fund that was passported to the Council from Combined Authority. This enabled the delivery of transport projects that support the Combined Authority and Council's objectives. The Committee was asked to approve the two action plans and the proposed allocation of funding. This would enable the Council to deliver improvements to the local transport network contributing to the Council's strategic ambitions.

The Committee received 2 questions on this item. The questions together with the responses are contained at Appendix A to these minutes.

Individual Members raised the following points in relation to the report:

- Expressed disappointment that there was no mention of the re-opening of the March to Wisbech railway line within the report as it was essential to the development of the north of the county. The Committee noted that the Cambridgeshire and Peterborough Combined Authority (CPCA) was the lead authority on March to Wisbech rail and formed part of the Local Transport and Connectivity Plan (LTCP) and the rail strategy the Committee approved in December 2023.
- Noted that Appendix 3 to the report contacted DTSA scoring criteria and queried how long it would take a scheme to move up the waiting list. Officers explained that although they were unable to confirm specifically when a scheme would be commenced, there was a general expectation that a scheme would be funded within the next 3 years.
- Although broadly supportive of 20mph schemes, however, expressed reservations regarding their blanket imposition on communities. Concern was also expressed that the £150k budget allocated to deliver the schemes would not deliver many schemes and it was essential to manage the expectations of Parish Councils.

It was resolved to:

- a) Approve the updated transport strategy action plans for Fenland and Huntingdonshire as outlined at Appendix 1 and 2.
- b) Approve the proposed allocation of the Integrated Transport Block funding for 2024-25 subject to the funding being allocated to the County Council by the Cambridgeshire and Peterborough Combined Authority.
- c) Delegate authority to the Executive Director Place and Sustainability, in consultation with the Chair and Vice Chair of this Committee to re-allocate funding to other schemes up to a value of £500,000.
- d) Delegate authority to the Executive Director Place and Sustainability, in consultation with the Chair and Vice Chair of this Committee and the Section 151 Officer to enter a Grant Funding Agreement with the Cambridgeshire and Peterborough Combined Authority for the Active Travel Fund 4 programme.

205. Procurement of Legal Advice on the Guided Busway

Members received a report which sought authority to procure legal advice, through an appropriate framework, for the Council in relation to the Cambridgeshire Guided Busway.

It was resolved unanimously to:

Delegate authority to the Executive Director Place and Sustainability in consultation with the S151 Officer to award and execute a contract(s) and any other associated legal agreements or documents for the provision of legal advice and extension periods.

206. Electric Vehicle Charging Cable “Crossing-Over” Pilot

Members received a report which informed how enabling Electric Vehicle charging cables to “cross-over” the footway would help to reduce a barrier to the uptake for residents without off-street parking by alleviating the cost of charging. A risk-based review of the options had been undertaken and a proposal for a limited, timebound pilot scheme was outlined in the report.

The Committee received a public question on this item. The question and response is contained at Appendix A to these minutes.

Individual Members raised the following points in relation to the report:

- Commented that the key element to the pilot was residents being able access to parking spaces outside their houses.
- Questioned what the financial exposure to the Council would be. The report made reference to residents initially bearing the cost of installation, however, it also stated that the Council would reimburse them if the pilot did not proceed. Officers informed

members that the proposal was for a 2-stage pilot. There was no standard product and it was therefore important to try different solutions and assess them accordingly. There were issues of assets and ownership, and officers were confident they could be overcome. The Committee noted that if the pilot did not progress, then it would be reported to the Committee.

- While accepting there were risks associated with the proposed pilot scheme, there were significant risks with not embarking on the pilot scheme given the increase in the number of Electric Vehicles.\
- Commented that the biggest limitation of the pilot was the availability of the parking outside residents' houses. Residents would be unhappy to have CommPrivate supplies not public. Biggest limitation is the availability of the kerbside to your own house. Can't see how it works. Not unhappy we test it with the pilot. If you can't plug your car in after spending 800 on a plug you'll be annoyed. Also tech is improving where the charging point can identify the car and allocate the billing.
- Questioned why a trial was being conducted when there was evidence and data available from other local authorities that had trialled such schemes. The presenting officer explained that there were many providers and suppliers and more than one solution available. It was essential that the solution met resident's expectation and the Council's policies.
- Noted that a report would be presented to the Committee following the completion of the trial period.
- Highlighted that many Victorian houses had been converted into flats which greatly affected the ratio of car spaces to the number of residents and could present a barrier to any on-street charging scheme.

It was resolved to:

- a) Note the progress to date and the issues surrounding cable crossing-over, including the opportunity cost associated with not allowing crossing-over.
- b) Agree to the further development and roll out of the pilot as outlined at Section 3 of this report.
- c) Delegate authority to the Executive Director Place and Sustainability in consultation with the Chair and Vice Chair of the Committee to launch the pilot, subject to provision of further technical advice and securing suitable licencing (or other contractual) arrangements.
- d) Delegate authority to the Executive Director Place and Sustainability in consultation with the Chair and Vice Chair of the Committee to award and execute any contracts required to deliver the pilot.

207. Pavement Parking

The Committee received a report which provided an update on pavement parking and propose that the committee request that the Greater Cambridge Partnership (GCP) take forward a pavement parking pilot scheme as part of their plans for delivery of an integrated parking strategy. Information is also provided in the report on Red Routes.

The Committee received several public questions and comments that are attached, together with the responses at Appendix A to these minutes.

Individual Members raised the following points in relation to the report:

- Welcomed the report, however, expressed disappointment over the areas the pilot scheme would cover as there were areas that could have benefited greatly from it.
- Suggested that targeted small areas of red routes would provide an opportunity to control pavement parking. Officers explained that red routes were a strategic intervention for a whole route. They were not intended for small, targeted areas. There were other options available to the Council that would address the issue.
- Questioned why are funding was being sought from the Greater Cambridge Partnership when it had budgetary pressures.
- Sought clarity on how much revenue was being generated through fixed penalty notice and whether it included bus lane enforcement.
- Questioned why it had taken so long to get to this point. In response it was noted that the report followed a motion to Full Council and had been brought forward. As soon as possible.
- Commented that success would be measured in income reducing over time as it would mean that the policy was having an impact.
- Commented that it was important to recognise that there would be downsides to the pilot as well as benefits. It would likely increase vehicle speeds in areas where there were no longer cars causing an obstacle on the highway. It was also important to be mindful of the local economy when implementing such schemes.

It was resolved to:

- a) request that Greater Cambridge Partnership develop and fund a pilot of pavement parking restrictions in Cambridge;
- b) note the decision-making process regarding this pilot at set out at paragraphs 3.3 and 3.4;
- c) agree that officers, in conjunction with the Greater Cambridge Partnership, investigate the feasibility of Red Routes.

208. Finance Monitoring Report – January 2024

The Committee received a Finance Monitoring Report. Overspend of 1.8m which is a reduction from last month. Winter maintenance park and ride. Capital programme exceeded slippage by 4,2m

Individual Members raised the following points in relation to the report:

- Drew attention to a large amount allocated for park and ride maintenance and questioned whether there would be further sums required in future years. Officers explained the capital programme for the coming year reflected current estimates for the busway. For the current financial year there was not the funding available.
- Noted that vacancy information was now included as part of the performance monitoring report that was presented to the Committee at it's January 2024 meeting.

It was resolved to:

Review and comment on the report.

209. Highways and Transport Policy and Service Committee Agenda Plan

The Committee received the Highways and Transport Agenda Plan.

It was resolved unanimously to:

Note the agenda plan.

Chair

HIGHWAYS AND TRANSPORT COMMITTEE – (5th March 2024)

PETITIONS AND PUBLIC QUESTIONS

N o.	Question / Commen ts from:	Item	Question / Statement
1.	Ms Lynda Warth on behalf of Warboys Bridleway Group	Item 4. Puddock Road Safety Scheme	<p>In 2021 on Ramsey Road, Warboys, within the 30mph limit, a horse and its rider were involved in a serious hit and run accident. The rider was knocked off her horse and left lying in the road. There is a clear need for safety improvements in the area.</p> <p>Station Road Hill (where Puddock Road meets Station Rd) links to a number of footpaths and bridleways. We have been trying for many years and have just been granted, a 40mph buffer zone along into the village for the safety of walkers and horse riders. Currently there is no speed restriction once outside the 30mph of the village.</p> <p>Cars come round the blind bends at speeds up to 60mph and cut the corner which is dangerous for all road users. Going from 30 mph on Puddock Rd to 40mph up the hill round the blind bends then back to 30mph into the village would not improve safety. We would like to make a case for the 30mph on Puddock Road to extend right up the hill to the village entrance on Station Road.</p> <p>It appears the TRO will only apply to the piece of road from Ramsey 40ft to Ramsey Hollow Road and not along the long stretch of road up to the village that we use to access the bridleway network, which is a shame. The speed reduction needs to be applied to the full length of the Puddock Road right up to Station Road.</p>

			<p>Response:</p> <p>The proposals set out in this report are specifically aimed at addressing the pattern of fatal accidents which occurred in the section identified above. The addition of the 40mph buffer zone to the south of this section was a suggestion that came from the road safety audit on the 30mph limit. This is appropriate in ensuring that northbound speeds are reduced before the 30mph limit, to encourage greater compliance with the 30mph limit. The section being treated is very narrow which is a speed reducing feature. The other sections of Puddock Road referenced are significantly wider and therefore do not have the same speed reducing feature.</p> <p>Introducing a lower speed limit on the other sections of Puddock Road is unlikely to amount to reduced speeds without additional measures such as raised cushions or narrowing's as the road is straight with a clear view. Vertical measures such as those mentioned above would not be suitable as there is a risk of deflection and loss of control which could increase the risk of a vehicle entering the water course.</p>
2.	Ms Anna Williams/ Camcyle	Item 4. Puddock Road Safety Scheme	<p>Camcyle welcomes the safety improvements proposed for Puddock Road. The use of automatic number plate recognition to limit access to certain routes is a useful tool, and we hope the County will continue to consider it in future schemes.</p> <p>By deterring through traffic and reducing speed, the County has inadvertently created a new rural cycle route. Improvements to Puddock Road will enhance journeys between Ramsey and Chatteris and Warboys and Chatteris, as well as providing a new connection in the County's long-distance cycle network.</p> <p>Policy AT07 states that all highway improvement schemes must consider active travel. Therefore, we urge the highway authority to review this scheme to see how it can be further improved for active travel users. For example: could the centre lining be removed</p>

			<p>which helps to reduce speed, is there a missing link to the route that restrict connections between communities, could you use quiet lane signage to raise awareness of vulnerable road users?</p>
			<p>Response: There is only a short length of the scheme at the southern end where there is a centre line because the road is of sufficient width. As this covers two junctions with side roads, the centre line is an important road safety feature and will be retained. For the remainder of the length of Puddock Road, the proposals do not have a centre line as the existing width is too narrow. In reducing the speed limit, introducing access controls and trialling the measures to fill the rutting at the side of the carriageway active travel is being improved. Officers believe that it is better to let the new speed limits and access only (for motorised vehicles) controls become established before further promotion of this road as an active travel route.</p>
3.	Ms Anna Williams/ Camcycle	Item 5. BP Witchford Roach Non- Motorise d User Crossing	<p>Camcycle welcomes the recommendations outlined for the next steps regarding the BP Witchford Roundabout crossing. We note that in section 2.5, a grade-separated solution is acknowledged to be appealing from a highway safety perspective, albeit at a higher cost and with greater carbon impact than a signalised crossing.</p> <p>To expand on this point; not only would a well-designed grade-separated crossing be safer, but it would also significantly improve convenience, directness, comfort, and attractiveness, all of which are core design principles in Local Transport Note 1/20, the national cycle infrastructure design guide. This document is then noted as a key design document in the County's Active Travel strategy.</p> <p>Whilst considering carbon emissions is important, we should not only consider it in terms of construction emissions but also in the potential carbon savings from increased levels of mode shift. A high-quality grade-separated junction would encourage more cycling, fewer car trips, and likely have a far greater impact on emissions over its lifetime.</p>

			Will the County ensure this is taken into consideration?
			<p>Response:</p> <p>As part of the Options Appraisal Report, and aligned with national and policy requirements since 2021, the shortlisted options were specifically evaluated in relation to their carbon impacts. At the early stages, this assessment has been driven by construction impacts, however, once more detailed trip modelling is undertaken a better understanding of reduced journeys as a result of the provision of an overbridge could take place. We will also consider in the next feasibility phase, the use of construction materials with a lower overall footprint for instance timber. The feasibility stage will consider the three shortlisted options against a number of further detailed assessments including carbon, transport modelling, cost and environmental assessment alongside further consultation.</p>
4.	Ms Anna Williams/ Camcycle	Item 6. Cambridgeshire's Active Travel Toolkit	<p>Camcycle commends the recommendations to approve the adoption of the draft Active Travel Toolkit. Embedding the road user hierarchy into all aspects of the highway authority's work is crucial, and it's encouraging to see it prominently featured in the toolkit. However, while this progress is welcome, it's essential to ensure that the hierarchy goes beyond mere lip service and is truly integrated into every decision-making process. For example, it is excellent to see the progress being made on bringing this into the county's maintenance strategy, with defects on active travel being accorded a higher level of consideration in the Highway Operational Standards than previously because of the increased danger to people walking and cycling. This will make a significant difference to the journeys and safety of people across our county.</p> <p>Going further, Suffolk County Council's Street Guide is a good example of a methodology for integrating the user hierarchy into movement networks on new development sites, requiring developers to support all submissions with evidence. This should be a future consideration for the active travel toolkit.</p>

		<p>Camcycle has concerns that the progress the county council is making in terms of policy is not being matched by progress on its delivery.</p> <p>For example, the developer for the Land North of Cherry Hinton and the developer for the Wing development each submitted three junction proposals. Neither of the developers provided any evidence or supporting documentation from an active travel perspective and both failed to align to national and local policy. This failure exemplifies a disconnect between county policies and how they progress S278 designs with developers.</p> <p>Will the county council request that these developers submit the necessary junction assessments and meet with us and other stakeholders to address concerns with the proposals as they should have done, as set out in the active travel strategy?</p>
		<p>Response</p> <p>The county council guarantees adherence to the road user hierarchy for new applications submitted by developers. For small-scale developments, decisions will be made on a case-by-case basis, with a priority given to active travel.</p> <p>After the adoption of the Active Toolkit, any new planning applications we receive from developers will be required to incorporate the road user hierarchy. For large-scale developments, developers will be asked to provide detailed evidence of proposed solutions, with a focus on prioritising active travel.</p> <p>The planning applications for the aforementioned developments, Land North of Cherry Hinton approved in June 2019 and Wing development approved in June 2018, were both granted prior to the introduction of LTN 1/20 Cycle Infrastructure Design Guide and the Active Travel Strategy. In the future, the county council will mandate developers to provide essential junction assessments, as set out in the new Active Travel England guidance. County council officers will engage with Camcycle and other stakeholders to address concerns raised by developers' proposals.</p>

5.	Ms Anna Williams/ Camcycle	Item 7. Highways Maintenance Capital Programme	<p>We note on page 158 the inclusion of resurfacing near the Newmarket and Barnwell Road roundabout which is linked to the GCP's Eastern Access scheme.</p> <p>The two cycle tracks on Wadloes Road and Barnwell Road will also be vital connections for the GCP scheme, but no maintenance works are included within the scope of the GCP programme. The existing condition of those cycle tracks makes what is on paper a high-quality cycle track, close to unusable.</p> <p>Will the county council confirm the scope of these works and if not already included, consider including these cycle tracks within any nearby maintenance works?</p>
			<p>Response :</p> <p>The carriageway resurfacing works on Newmarket Road will be undertaken, in coordination with the Greater Cambridge Partnership (GCP). The cycle tracks to which you refer are not included in the scope of these works.</p> <p>Officers will visit the site and will assess whether resurfacing works or more localised repairs are required.</p> <p>If resurfacing works are required, these will be added to the forward maintenance works programme. Such resurfacing works would constitute a discrete scheme and the timing of any such works would be dependent upon the availability of road space.</p>
6.	Cllr Immay Blackburn-Horgan	Item 7. Highways Maintenance Capital Programme	<p>Firstly, I would like to thank the County Council for the extra investment being put into highways, a critical area raised time and time again on the doorstep in my Ward Queen Edith's and the surrounding villages.</p> <p>However, when I read the appendices I was extremely disappointed by the list of schemes included.</p>

			<p>The City and South Cambs appear disproportionately few times despite roads being in urgent need of treatment, these roads being main arterial routes into and out of the City and biggest employment site too, some have the highest usage levels in the entire county.</p> <p>Just some examples such as Cherry Hinton Road in Queen Edith's near the junction is in a dreadful state yet does not appear on this list, Hills Road similarly. Wulfstun Way requires more than patching being a main route through the Ward with high levels of local usage too for schools and medical needs, likewise the inner ring road Fendon and Mowbrey (never forgetting our busy side streets used continually by workers at CBC).</p> <p>What reassurances can the committee give me and our Queen Edith's Ward residents that these roads will be addressed?</p> <p>How is usage levels and risk combined alongside condition data to ensure we have the most appropriate roads included and prioritised for repair?</p>
			<p>Response:</p> <p>Cherry Hinton Road in the vicinity of Hills Road is being very closely monitored by officers, including the Local Highways Officer (LHO). The booking of road space in the City is severely restricted due to other works on the highway, including those being undertaken by GCP.</p> <p>Appendix 2 to the report contains works in Hills Road, between Rathmore Road and Cavendish Road. Some roads adjacent to Wulfstun Road are scheduled to receive surface treatments in year 25/26 and officers will assess whether Wulfstun Road can be treated at this time.</p> <p>Fendon Road is being assessed for grip fibre treatment and forms part of a longer term plan of surface treatments that is currently being developed.</p> <p>Mowbrey Road is currently being maintained via localised patching and will continue to be monitored by the Local Highway Officer.</p>

			<p>Condition data is a prime arbiter for the identification of capital maintenance schemes. This data is assessed alongside a number of other factors. The assignment of a road within the maintenance hierarchy is a key factor in scheme prioritisation. This hierarchy is based upon usage and nature of roads and footways. Therefore, roads in similar conditions will be prioritised in accordance with the hierarchy, meaning that busier roads will be treated preferentially.</p>
7.	Mrs Sarah Hughes	8. Transport Strategy Action Plans and Integrated Transport Block Funding	<p>Question for the Chair in relation to Agenda item 8 (Transport Strategy Action Plans and Integrated Transport Block Funding)</p> <p>The papers for December’s Highways & Transport Committee meeting set out that the County Council will work on a new Greater Cambridge Transport Strategy, to supersede the adopted Transport Strategy for Cambridge and South Cambridgeshire.</p> <p>Within its City Access Programme (the workstream to reduce congestion and improve sustainable transport journeys), the Greater Cambridge Partnership has been working on a new road network hierarchy for Cambridge. Cambridgeshire Sustainable Travel Alliance supports this work – it is a major opportunity to create priority routes for buses so they don’t get stuck in traffic and put in place a network of local streets where it is safe and easy to walk, wheel and cycle. We are therefore extremely disappointed to see that - despite a consultation showing majority support - the papers for the forthcoming GCP committee meeting recommend no further development of this project by the GCP.</p> <p>GCP officers instead recommend that any revised proposals for a revised road network hierarchy (and there is no guarantee that there will be any) will be developed through the Greater Cambridge Transport Strategy and led by the County Council. This is despite Joint Assembly members wanting “to remain actively involved in this work and be given the opportunity to input to the same extent it would have if the work was being progressed by the GCP” (Agenda Pack for the 7 March GCP Meeting) and the GCP having a vastly larger budget for such projects than the county council.</p> <p>Will any of the £345k allocated to Strategy Development and Integrated Transport</p>

			(schemes to support the development of local transport policies, strategies, and action plans; and to prioritise local integrated transport schemes) be spent on drawing up the Greater Cambridge Transport Strategy, including further consideration of a new road network hierarchy for Cambridge, and when will the Greater Cambridge Transport Strategy be completed?
			<p>Response Preparatory works have been ongoing on the Greater Cambridge Transport Strategy, and technical work has been ongoing for some time aligned with work by Cambridge City Council and South Cambridgeshire District Council on the initial development stages of the emerging Greater Cambridge Local Plan. That alignment will be maintained through the development of the new strategy, as was the case with the current Local Plans and the Transport Strategy for Cambridge and South Cambridgeshire, which were developed and consulted on together. The timescales for the new Local Plans have not yet been finalised.</p> <p>Funding for the transport strategy development work will be from a range of sources. It is anticipated that the GCP will remain involved in the detail of this work. There is a significant evidence base that has been developed as part of the work on City Access and Making Connections, and on other elements of the City Deal programme being delivered by the GCP, this will inform and steer work on the new strategy.</p>
8.	Ms Anna Williams/ Camcycle	Item 8. Transport Strategy Action Plans and Integrated Transport	<p>It is clear from the previous agenda item how stretched the funding for Highways has become and the difficult choices having to be made by the county council. In this agenda item the allocation for strategy development and integrated transport schemes is £345k which in terms of the remit of the authority, and the number of schemes is frankly a very small amount.</p> <p>This lack of funding is spelled out again in the Pavement Parking agenda item which states that there are currently no county council funds available to trial a simple scheme covering a tiny area of Cambridge City.</p>

		Block Funding	<p>Therefore, based on the above it is unclear why the County in its present position would suggest that they should lead on the network hierarchy work for Cambridge City when the GCP is set up to fund schemes of this kind, and the county council is only one of three constituent authorities. This is also in the face of Joint Assembly members wanting “to remain actively involved in this work and be given the opportunity to input to the same extent it would have if the work was being progressed by the GCP”.</p> <p>Why does the county council believe it’s really in the best political and financial position to take on this work?</p>
			<p>Response:</p> <p>Funding for the Greater Cambridge Transport Strategy development work will be from a range of sources. It is anticipated that the GCP will remain involved in the detail of this work. There is a significant evidence base that has been developed as part of the work on City Access and Making Connections, and on other elements of the City Deal programme being delivered by the GCP. This will inform and steer work on the new strategy by the County Council with the City, District, GCP, and the Combined Authority.</p>
9.	Mr David Staughton. Cambridge Living Streets	10. Electric Vehicle Charging Cable Cross-Over Pilot	<p>Living Streets welcomes the transition to electric vehicles and is pleased to see these proposals to pilot trials of the charging of cars parked on the public highway. Few householders have the luxury of off-road parking and charge points have a large footprint, often on the footway, and are necessarily limited in number.</p> <p>However, despite the thorough appraisal of the risks of the proposed solution, we remain concerned on several grounds. First is the lack of clarity about safe ways to reduce trip hazards. Without providing pavement gullies the most likely solution, use of cable safety covers as protection for the cables and of footway users, while often satisfactory for short term installations, is potentially</p>

		<p>hazardous in the longer term. Its robustness outdoors, in constant use, with long-term exposure to weather, and unpredictable levels of loading is doubtful. We note that some households have already unofficially tested this and observed that short runs of cable cover soon get displaced with heavy footfall.</p> <p>Secondly, any variation in level tends make less confident walkers focus on the pavement and therefore reduces attention to what lies further ahead. In an environment where other walkers are often glued to a phone screen or walking abreast and where scooters, cyclists and others make unauthorised use of the footway, existing hazards are amplified.</p> <p>Finally, are there not better alternatives? Overhead cable runs, lamppost fed chargers and a range of other provisions may be more expensive in the short term but provide a more durable solution.</p> <p>Could you please provide greater clarity as to what safety measures are proposed and how much variation is permitted and will this committee agree to explore and test a wider range of alternatives, perhaps in conjunction with other councils, to ensure long-term and safe solutions are found.</p>
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			<p>Response The Equality Impact Assessment (EqIA) that accompanies this agenda item identifies the potential negative impact of trialling any cross-over solution that does not provide a fully flush solution within which a charging cable can be housed. The EqIA further identifies that these impacts will most likely be felt by pedestrians or those who use wheeled modes such as wheelchairs, mobility scooters or who travel with pushchairs. In order to mitigate against this impact, the EqIA specifically states that any cross-over solutions that do not provide a fully flush solution in which a charging cable can be housed should be excluded from the trial. This is reflected in section 4.1 of the paper.</p> <p>Officers have been in contact with other authorities already trialling some of these products, to help inform the design of the trial and will continue to engage with them to find solutions to issues as they arise during the trial.</p>
10	Mr Martin Lucas-Smith	11. Pavement Parking	<ul style="list-style-type: none"> - Strongly welcome the report - Welcome use of an ETRO so this can be experimented with - That Mill Road and East Road need to be included <p>I am speaking as a resident of Petersfield, and am not a representative of any organisation.</p>
			<p>Response: Mill Road and East Road already have restrictions in place and therefore Civil Enforcement Officers (CEO) can and do enforce the existing parking restrictions. But they can only enforce when they are present and observe the offence. A Red Route may be a more appropriate restriction for roads such as East Road and Mill Road. Enforcement for Red Routes is carried out using a camera and does not require the patrolling CEO to observe the offence. This is something that can be explored with GCP if the committee approve the recommendation.</p>

11	Ms Elizabeth Walter	Item 11. Pavement Parking	<p>This question is from Mill Road 4 People, a campaigning organisation with over 1,000 signed-up supporters, which has recently been running a campaign specifically highlighting the extent of pavement parking in Mill Rd. Our question has three parts.</p> <p>1) Why haven't councillors for Romsey and Petersfield ensured that Mill Road was included in 3.2 of item 11 of the agenda as an area of concern regarding pavement parking? Those councillors and Cllr Beckett have received several email communications from MR4P detailing our concerns and asking for specific measures to mitigate the problem. As yet, no responses have been received by us.</p> <p>2) Will you commit to implementing MR4P's request to install bike stands at the pavement edge, parallel to the road, in all places where the pavement width is sufficient? This would be a cheap and simple means to both create a barrier to pavement parking and provide much-needed extra bike parking.</p> <p>3) Why are you not employing more parking enforcement officers in Cambridgeshire? In 2023, the income from parking fines was £2,424,473.00 and the expenditure on enforcement was £545,649.89 plus some in-house admin. These figures suggest that there is no financial barrier to employing more officers – in fact quite the contrary.</p>
			<p>Response:</p> <p>3) The costs of enforcement do not cover all systems, management etc. as well as the processing costs of Penalty Charge Notices (PCN)</p> <p>Recruitment is challenging to say the least. In the current environment our contractors OCS Legion have a constant battle to achieve staffing requirements. A role where you are verbally abused on the street daily does have limited attraction.</p> <p>Having more Civil Enforcement Officers (CEO) does not guarantee more income. We find in Mill Road and around schools patrolling CEOs bring limited PCN income and it uses substantial time. Parking on Mill Road is often related to the business</p>

			<p>(popping to a shop for example) and drivers will quickly move their vehicle when they see a CEO approaching, meaning that no ticket can be issued.</p> <p>All surpluses from parking enforcement are allocated to supporting public services provided by the County Council.</p> <p>A more effective restriction for a busy route in Cambridge might be a Red Route which can be explored further if the Committee agree to the recommendation.</p>
12	Professor Linda Jones	11. Pavement Parking	<p>I am speaking on behalf of Cambridge Living Streets. We welcome the ETRO pilots for banning pavement parking but are concerned that the pilots are so limited in time and scope. We worry that insufficient evaluation data will be gathered to inform the committee about implementing and managing more difficult and challenging parts of the city where pavement parking is a major problem throughout the day, every day, for example along Mill Rd.</p>
			<p>Response:</p> <p>Mill Road already has restrictions in place and therefore Civil Enforcement Officers (CEO) can and do enforce the existing parking restrictions. But they can only enforce when they are present and observe the offence.</p> <p>A Red Route may be a more appropriate restriction for roads such as Mill Road. Enforcement for Red Routes is carried out using a camera and does not require the patrolling CEO to observe the offence.</p> <p>This is something that can be explored with GCP if the committee approve the recommendation. There will, however, be significant set up costs for a Red Route scheme as it requires installation of enforcement cameras which will need to be found.</p>

13	Mr Richard Wood	11. Pavement Parking	<p>I note, with pleasure (Agenda Item 11) that pilot schemes for bans on pavement/verge parking through ETROs are proposed to go ahead.</p> <p>I am however dismayed that neither Mill Road, Cambridge (from Coleridge Road junction to the Parkside junction) nor East Road (from the Parkside junction to the Burleigh Street junction) are included.</p> <p>Both of these stretches of highway are plagued with obstructions to the footway by parked vehicles, including delivery vehicles and Private Hire vehicles.</p> <p>The problem is particularly intense on the section of Mill Road from the railway bridge to the junction with Mortimer Road. Between 7 am and 7 pm it is rare to encounter fewer than three vehicles simultaneously obstructing the footway. From 7 pm to midnight it is rare to find fewer than six such instances, and can suffer from as many as 15 concurrently.</p> <p>I wish to query why Mill Road and East Road have not been proposed for pilot schemes, and to ask that they are included as swiftly as practicable.</p>

			<p>Response:</p> <p>Mill Road and East Road already have restrictions in place and therefore Civil Enforcement Officers (CEO) can and do enforce the existing parking restrictions. But they can only enforce when they are present and observe the offence.</p> <p>A Red Route may be a more appropriate restriction for roads such as East Road and Mill Road. Enforcement for Red Routes is carried out using a camera and does not require the patrolling CEO to observe the offence.</p> <p>This is something that can be explored with GCP if the committee approve the recommendation.</p>
14	Ms Anna Williams/ Camcycle	Item 11. Pavement Parking	<p>Earlier we spoke about the disconnect between the lip service that is often paid to the user hierarchy and the reality of the experience for people who are towards the top of the hierarchy.</p> <p>Nowhere is that clearer than pavement parking. Our pavements are only a small part of highway land which should be dedicated to the most vulnerable road users and the protection of this space should be an imperative.</p> <p>Therefore, we 'd like to ask the county council to be bolder here – why not work with the GCP on a more ambitious scheme? Parking bans on pavements can be rolled out across larger zones; for example (apart from a few minor exemptions), there is no legal barrier to zoning the entirety of Cambridge as a no pavement parking zone.</p>
			<p>Response</p> <p>The purpose of the proposed trial is to see how effectively the scheme works. If successful and resources are available, then Members may wish to pursue a wider roll out.</p>

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Highways and Transport Committee Minutes - Action log

This is the updated action log as at 7 February 2024 and captures the actions arising from the most recent Highways and Transport Committee meetings and updates Members on the progress on compliance in delivering the necessary actions.

Highways and Transport Committee minutes of 23 January 2024

189.	Review of the Highways Operational Standards in Relation to Weed Management	Jon Munslow	Update requested relating to the prevalence of hemlock affecting the highway	A briefing note was circulated to the Committee on 6 March 2024	Complete
190.	Peat Soil Affected Roads - Safety and Management Plans	Jon Munslow	Briefing to be provided on the technical assessments undertaken by Milestone, including prioritisation of routes	Briefing to be arranged with Members	Ongoing Dates to be arranged End April Early May.
192.	Performance Management Update	David Allatt	Clarity was requested regarding the vacancy rate column of the report	The total should have been 39 and not 49	Complete
193.	Place and Sustainability Risk Register	David Allatt	Member briefing to be organised on climate risk		Ongoing

Highways and Transport Committee minutes of 5 March 2024

200.	Puddock Road Safety Scheme	David Mitchell	A Member questioned whether it would be possible to deploy advisory signs for uneven surfaces immediately	A briefing note was circulated to the Committee on 6 March 2024	Complete
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201.	BP Witchford Road NMU Crossing	David Allatt	Requested that the options assessment be shared with the Committee	Options appraisal summary sent 22 April 2024	Complete
203.	Highways Maintenance Capital Programme	David Allatt	Members sought clarity regarding the A1307 de-trunking as the figures within the report appeared to vary		
203.	Highways Maintenance Capital Programme	David Allatt	Attention was drawn to funding allocated for carriageway, footway and cycleway maintenance in East Cambs for year 25/26. It was suggested that an explanation should have been included within the report to provide clarity	<p>The allocation in 25/26 appears low in isolation. This is because a scheme on the A1101 at Bates Drove was due to be delivered over the 2 years 23/24 and 24/25. However, due to savings accrued, we were able to deliver all of that scheme in 23/24. Hence the funding to East Cambs was increased by approx. £800K in that year. This means that the total allocation for the area over the 3 years 23/24, 24/25 and 25/26 is comparable with other areas.</p> <p>Also, a scheme at Sutton Chain Causeway (£870,000) is scheduled for 24/25 but is not included in the total budget for "Operating the Network". Whilst this is money to be spent in East Cambs, this is coming from the DfT additional funding.</p>	Complete
203.	Highways Maintenance Capital Programme	Jon Munslow	Member briefing to be organised on GAIST and how it was being used.		To be organised.

Department for Transport Approved Automatic Number Plate Recognition Traffic Enforcement Camera Procurement

To: Highways And Transport Committee

Meeting Date: 30 April 2024

From: Executive Director, Place and Sustainability

Electoral division(s): Cambridge City, South Cambridgeshire District

Key decision: Yes

Forward Plan ref: 2024/054

Executive Summary: This report seeks approval for the procurement of Department for Transport (DfT) approved Automatic Number Plate Recognition (ANPR) traffic enforcement cameras with associated software and maintenance.

Recommendation: The Highways and Transport Committee is recommended to:

- a) Authorise Cambridgeshire County Council (CCC) to commence the procurement of DfT approved ANPR traffic enforcement cameras for a term of up to 7 years, through the Crown Commercial Services Framework; and
- b) Delegate authority to the Executive Director of Place and Sustainability in consultation with the Chair and Vice Chair of the Committee to award and execute a contract for the provision of ANPR enforcement cameras starting in July 2024 and extension periods.

Officer contact:

Name: Sonia Hansen

Post: Traffic Manager

Email: Sonia.Hansen@cambridgeshire.gov.uk

1. Creating a greener, fairer and more caring Cambridgeshire

- 1.1 The usage of ANPR enforcement cameras is a key pillar in the Council's toolkit to enforce parking regulations in Cambridgeshire. The enforcement of parking regulations aligns with several of the Council's ambitions. Through the management of the highway and related assets this aligns with ambitions 1 through 3 and ambitions 6 and 7, this is to say it helps the council to proceed toward creating a sustainable travel network and reduce overall carbon emissions. Additionally, through management of the highway this helps boost the economy in Cambridge and raises the safety levels of all of those in Cambridgeshire.

2. Background

- 2.1 The current ANPR enforcement camera contract was awarded to Systems Engineering & Assessment Ltd (SEA) in 2018, with the framework for purchasing new devices and maintenance contracts coming to an end in late 2022. With some of the associated maintenance periods that were called off from the framework are now coming toward the end of their lifespan, however parking services is looking to procure a new service to continue the maintenance of the existing inventory, along with the ability to procure further devices to be deployed at new sites, or to replace current aging inventory which has come to the end of its lifespan. Some of the older inventory was originally purchased and installed in 2014 and as such is coming to the end of its lifecycle.
- 2.2 All costs will be met by income recovered from Penalty Charge Notices. These systems facilitate the Authority's objectives to keep Cambridge moving and support the use of public transport through the enforcement of restrictions.

3. Main Issues

- 3.1 The parking services department currently provides the enforcement of bus lane/gate enforcement via DfT approved ANPR cameras. A key aim of the procurement is to ensure we have an effective system which can manage the introduction of the Traffic Management Act 2004 (TMA), Part 6 (further powers to enforce moving traffic offences) and allows us to develop processes for the deployment of the associated hardware and software in order to allow us to achieve this aim, in addition to maintaining the enforcement of our currently developed bus lane/gate sites in the city of Cambridge.
- 3.2 As previously outlined one of the issues that we are facing is that our currently deployed assets are beginning to reach the end of their lifespan, due to this the devices will need replacing so that the council can continue to enforce contraventions at these sites.
- 3.3 The objectives of Civil Parking Enforcement and camera enforcement are to manage the road network to:
- reduce congestion, keep traffic flowing and keep Cambridgeshire moving
 - support the use and expansion of Park & Ride
 - ensure the priority of Public Transport by managing bus lanes and bus gates
 - reduces delays for emergency services
 - improve compliance with restrictions

- improves air quality, health, and the general environment

- 3.4 A primary benefit of the service is to support the management of the road traffic network and aid the efficient operation of the public transport network. Through the implementation of bus lanes and gates throughout the county this allows a free flow of public transport vehicles across the network in accordance with the road user hierarchy. Additionally, through the limiting of traffic in specific areas this has safety and environment benefits for pedestrians and cyclists.
- 3.5 As a secondary benefit to the enforcement of these restrictions a revenue stream for the Council is also generated. Any income surplus is ringfenced as laid out in the legislation of the Road Traffic Regulation Act 1984, Section 55, due to this the income recovered from the penalty charge notices directly funds the costs involved in providing parking enforcement. Any surplus generated is distributed in accordance with the legislation, details of previous surpluses can be found in the Council's parking services annual reports.
- 3.6 A competition will be undertaken using Crown Commercial Services (CCS) Framework RM6099 (Transport Technology & Associated Services, Lot 7). This framework is already compliant with all UK procurement legislation. Suppliers listed on the framework were assessed during the procurement process by CCS for their financial stability, track record, experience, and technical & professional ability, before being awarded a place on the framework. We will run a further competition based on this framework, placing a majority share on the quality aspect of the system to ensure a good product for the council, whilst keeping within the restraints of the Council's financial outlook. Questions on social value will also be included.

4. Alternative Options Considered

- 4.1 There are a few alternatives that could be undertaken instead of the recommendations above. This would include the following options:
- a) doing nothing
 - b) considering a different procurement route.
- 4.2 Alternative a) would not be recommended and would have a negative impact on the council. If we were not to undertake this procurement it would mean that overtime the assets that the council use for the purpose of traffic enforcement would fall into disrepair and would no longer function. This means that we would not be fulfilling our duty to manage the highways under Civil Parking Enforcement and would lead to financial deficit for the Council through a loss of income from recovered PCNs. In addition to this if restrictions were not to be enforced it would cause a loss of confidence from the public.
- 4.3 Alternative b) could be considered. Collaborative work has already been undertaken in conjunction with the Council's procurement team to establish that the recommended procurement path is suitable for this project, due to the terms of the CCS framework agreement, as opposed to other frameworks or procurement methods that have been investigated.

5. Conclusion and reasons for recommendations

- 5.1 As laid out in this document the recommendations have been proposed as they align with the strategic framework to further the Council's progress towards its aims. Collaborative work has already been undertaken with the procurement team to identify an effective route for procurement of the service so has been put forward as a recommendation.

6. Significant Implications

6.1 Finance Implications

A failure to renew the enforcement contract carries the risk that existing assets cease to function correctly, leading to the Council not being able to enforce traffic regulations and the resultant loss of income for the Council. As indicated in the report, all costs will be met by income recovered from Penalty Charge Notices.

6.2 Legal Implications

The following bullet points set out details of implications identified by officers:

A failure to renew the enforcement contract carries the following risks:

- Failure to adequately manage parking enforcement will increase congestion and undermine road safety.
- Failure to adequately manage parking enforcement will undermine demand management and modal shift strategies.

Procurement and legal will be consulted before the signing of any contracts to ensure they are suitable and achieve the required aims.

The CCS framework will be reviewed to ensure it provides a compliant route for the Council.

The CCS framework provides for further competition to select the most appropriate supplier to ensure the Council's requirements and the supplier's requirements are complied with.

6.3 Risk Implications

The following bullet point sets out details of implications identified by officers:

A failure to renew the enforcement contract carries the following risks:

- Failure to adequately manage parking enforcement will undermine road safety.

6.4 Equality and Diversity Implications

A failure to renew the enforcement contract carries several disbenefits that disproportionately affect those with protected characteristics related to disability and socio-economic background. The renewal of this contract will aid the authority in managing the road-traffic network which should lead to improved journey times and a better public transport offering alongside other public safety benefits.

For further details please see the attached EQIA assessment

6.5 Climate Change and Environment Implications (Key decisions only)

The following bullet points set out details of implications identified by officers:

A failure to renew the enforcement contract carries the following risks:

- Failure to adequately manage traffic enforcement will increase congestion and undermine road safety.
- Failure to adequately manage parking enforcement will undermine demand management and modal shift strategies.
- Due to the failure of the above two points this could cause a potential long term decrease in air quality in and around Cambridgeshire due to an increase in greenhouse gas emissions

7. Source Documents

7.1

1. Crown Commercial Services Transport Technology & Associated Services
2. Traffic Management Act 2004
3. Road Traffic Regulation Act 1984, section 55
4. Parking Services annual reports

7.2

- 1 <https://www.crowncommercial.gov.uk/agreements/RM6099>
- 2 <https://www.legislation.gov.uk/ukpga/2004/18/part/6>
- 3 <https://www.legislation.gov.uk/ukpga/1984/27/section/55>
- 4 <https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/parking-services/parking-services-annual-reports>

EQUALITY IMPACT ASSESSMENT - CCC589214182

Which service and directorate are you submitting this for (this may not be your service and directorate):

Directorate	Service	Team
Place and Sustainability	Parking Enforcement	Parking Enforcement

Your name: Ian Read

Your job title: Operations and Contracts Officer

Your directorate, service and team:

Directorate	Service	Team
Place and Sustainability	Parking Enforcement	Parking Enforcement

Your phone: 01223703811

Your email: ian.read@cambridgeshire.gov.uk

Proposal being assessed: Parking Enforcement & Permits System Procurement

Business plan proposal number: Cambridgeshire County Council

Key service delivery objectives and outcomes: The objectives of Civil Parking Enforcement (CPE) are to manage parking to: · Reduce congestion · Support business and the communities by addressing inappropriate parking · Encourage correct, sensible and safe parking · Improve compliance with parking restrictions · Ensure designated parking spaces are used only by those they are intended for · Enable buses to operate more effectively · Improve air quality, health and the general environment · Reduce delays for emergency services · Keep Cambridgeshire moving

What is the proposal: The service is looking to procure a new parking enforcement services contract. We already have a contract in place, however this is due to expire in June 2025. The procurement for the renewal of the service is due to go before committee for approval due to the value of the contract.

What information did you use to assess who would be affected by this proposal?: The service will affect the general public so potentially includes all areas identified as protected characteristics. Internally by the council it will only be used by a small subset of employees within the parking services department and associated Contractors.

Are there any gaps in the information you used to assess who would be affected by this proposal?: No

Does the proposal cover: Specific teams

Which particular employee groups/service user groups will be affected by this proposal?: In terms of employee groups the Parking Services department will have access to the back-office

system, along with a few members of contracted enforcement staff. Additionally the general public will be affected as the service affects users of the highway.

Does the proposal relate to the equality objectives set by the Council's EDI Strategy?:Yes

Will people with particular protected characteristics or people experiencing socio-economic inequalities be over/under represented in affected groups: About in line with the population

Does the proposal relate to services that have been identified as being important to people with particular protected characteristics/who are experiencing socio-economic inequalities?: No

Does the proposal relate to an area with known inequalities?:Don't know

What is the significance of the impact on affected persons?:The impact of the service on the general public is very significant. Without the service in place many people will be disadvantaged as the objectives and outcomes of the service are not met, negatively impacting the everyday life of both residents in the City of Cambridge and South Cambridge District Area, along with users of the highway in these areas. Consequences of not meeting these objectives would also potentially disproportionately affect users with mobility issues, or other issued with a Blue Badge

Category of the work being planned:Procurement

Is it foreseeable that people from any protected characteristic group(s) or people experiencing socio-economic inequalities will be impacted by the implementation of this proposal (including during the change management process)?: Yes

Please select: Age, Disability, Socio-economic inequalities

Research, data and /or statistical evidence:

https://assets.publishing.service.gov.uk/media/60080f728fa8f50d8f210fbe/Transport_and_inequality

The above link is to a research paper which explores the links between socio-economic groups and the usage of public transport and how it affects them accordingly. Through this document it is shown that those of differing socio-economic classes are more reliant on public transport which is "an important facilitator of social inclusion and wellbeing which can affect economic and social outcomes, and therefore inequality". Additionally the document touches on how certain groups, especially "women, students and older people" are more at risk of suffering from 'transport poverty'.

Through this procurement we are looking to procure devices which will directly aid the council in the management of the public transport network and therefore lead to positive outcomes. In addition to this census data has been used to see how Cambridge fairs in regards distributions of residents with protected characteristics and whether they are represented fairly or disproportionately in Cambridgeshire. For example based on a report relating to blue badge issuance, it is shown that Cambridgeshire has on average a higher proportion of blue badge holders compared with the rest of the country <https://www.gov.uk/government/statistics/disability-accessibility-and-blue-badge-statistics-2021-to-2022/disability-accessibility-and-blue-badge-statistics-2021-to-2022>

Consultation evidence: N/A

Based on all the evidence you have reviewed/gathered, what positive impacts are anticipated from this proposal?: The primary positive benefits are listed in our objectives and aims of the service as such it will bring about the following benefits: · Reduce congestion ·

Support business and the communities by addressing inappropriate parking · Encourage correct, sensible and safe parking · Improve compliance with parking restrictions · Ensure designated parking spaces are used only by those they are intended for · Enable buses to operate more effectively · Improve air quality, health and the general environment · Reduce delays for emergency services · Keep Cambridgeshire moving This will provide benefit for a range of the protected characteristics. For example for those with a poor socio-economic background they may be more reliant on public transport which this procurement aims to help. Additionally as previously mentioned in this report disabled people of Cambridge benefit not only through the improved public transport where they may have issues arranging their own transport, but for those who do have their own personal transport this enables them to park closer to potential destinations by ensuring that the relevant areas are kept clear for them through enforcement, as outlined in the 5th bullet point.

Based on consultation evidence or similar, what negative impacts are anticipated from this proposal?: The primary negative impact of parking enforcement would be the issuance of penalty charge notices to those of a poor socio-economic background which may cause undue financial stress. However separately to this procurement, the service as a whole does have measures in place to mitigate this effect through programs such as repayment programs to make the debt more manageable. Additionally where a penalty charge notice reaches the enforcement agent stage of its lifecycle there are various relief programs available through the council's Enforcement Agent contract such as debt workshops.

How will the process of change be managed?: The process of change will be managed through the procurement process. Working in line with and receiving advice from the procurement team we have already identified approximate timelines for major events to ensure that there is ample time to ensure a smooth transition of the service if there is to be a change of provider. Additionally, ahead of the go live date we will arrange for several meetings with any potential new providers to ensure that there are no disruptions to the service so that the general public is not adversely affected through the service not being able to deliver its goals and objectives.

How will the impacts during the change process be monitored and improvements made (where required)?: Due to the nature of the service and the way the procurement is due to be handled there should be no direct impact on the service due to continuous operation. Where there is a perceived impact on the service, we may receive correspondence from the general public either by telephone or email, at which point we review the resources in place and adapt appropriately to any perceived issues. If there is a change in provider and this results in downtime during the changeover process, officers will work closely with both the current provider and any potential new provider to mitigate the impact.

Equality Impact Assessment Action Plan:

Details of negative impact (e.g. worse treatment/outcomes)	Groups affected	Severity of impact	Action to mitigate impact with reasons/evidence to support this or justification for retaining negative impact	Who by	When by
As mentioned previously within this report the primary negative impacts of procurement issues with this service, relate to the service not being able to achieve its planned outcomes and goals; as such this primarily disbenefits the disabled community and those of a poor socio-economic background due to the impact on availability of parking, and the potential degradation of the public transport offerings.	Age, Disability, Socio-economic inequalities	Medium	Through the constant monitoring of the service during the potential transitional period if there is a new supplier any issues may be identified and engaged with to reduce the impact(s); additionally if a new supplier is awarded to frequent meetings and updates shall be provided during the implementation period.	Philip Hammer	31/08/2025

Head of service: David Allat

Head of service email: david.allatt@cambridgeshire.gov.uk

Confirmation: I confirm that this HoS is correct

Parking Enforcement & Permits System Procurement

To: Highways And Transport Committee

Meeting Date: 30/04/2024

From: Executive Director, Place and Sustainability

Electoral division(s): Cambridge City, South Cambridgeshire District

Key decision: Yes

Forward Plan ref: 2024/046

Executive Summary: The purpose of this report is to seek authority for the procurement of a Parking Information Technology (IT) System and to approve and delegate the authority to award the contract following a full procurement process.

Recommendation: The Highways and Transport Committee is recommended to:

- a) Authorise the procurement of Civil Parking Enforcement (CPE) services and a Parking Permit System for a term of two years from June 2025 with an option to extend for further two years, through the Eastern Shire Purchasing Organisation; and
- b) Delegate authority to the Executive Director of Place and Sustainability in consultation with the Chair and Vice Chair of the Committee to award and execute a contract for the provision of a Parking Information IT system and any extension periods.

Officer contact:

Name: Sonia Hansen
Post: Traffic Manager
Email: Sonia.Hansen@cambridgeshire.gov.uk

1. Creating a greener, fairer and more caring Cambridgeshire

1.1 The Parking Information IT System is a key pillar in the Council's toolkit to enforce parking regulations in Cambridgeshire. The enforcement of parking regulations aligns with several of the Council's ambitions. Through the management of the highway and related assets this aligns with ambitions 1 through 3 and ambitions 6 and 7, this is to say it helps the Council to proceed toward creating a sustainable travel network and reduce overall carbon emissions. Additionally, through management of the highway this helps boost the economy in Cambridge and raises the safety levels of all of those in Cambridgeshire.

2. Background

2.1 The current Information Technology contract for Civil Parking Enforcement was awarded to Conduent Parking Enforcement Solutions Limited in 2022, and its initial term is due to expire in June 2024, although there is the possibility to extend this contract by a further period of up to 2 years. Currently it is planned to undertake a 12-month extension bringing the expiry date to June 2025. Due to development in the sector and the extension of the Council's powers the current contract is not as appropriate for our needs as when originally procured. With a dynamic traffic management environment, a new contract would allow us to further utilise emerging technologies in line with newly adopted powers. This software facilitates the full process of issuing and recovering Penalty Charge Notices (PCNs) and the issuing of permits.

2.2 All costs will be met by income recovered from Penalty Charge Notices and Permits. These systems facilitate the Council's objectives to keep Cambridge moving and support the use of public transport and enforce restrictions.

3. Main Issues

3.1 The service provides the enforcement of on-street regulations as well as the enforcement of the City Council's off-street car parks (where agreed), and bus lane/gate enforcement via ANPR (Automatic Number Plate Recognition) cameras. A key aim of the procurement is to ensure we have an effective system which can manage the introduction of the Traffic Management Act 2004 (TMA), Part 6 (further powers to enforce moving traffic offences) and allows us to develop processes for environmental charging.

3.2 There are also other costs involved in providing parking services such as in-house staff, client costs and infrastructure costs. These costs are covered from the income generated by the Council's parking services.

3.3 The objectives of Civil Parking Enforcement are to manage parking to:

- reduce congestion, keep traffic flowing and keep Cambridgeshire moving
- support the use and expansion of Park & Ride
- ensure the priority of Public Transport by managing bus lanes and bus gates
- reduces delays for emergency services
- support Business and the Communities by addressing inappropriate parking
- encourages correct, sensible, and safe parking

- improve compliance with parking restrictions
- ensure designated parking spaces are used only by those they are intended for
- improves air quality, health, and the general environment.

3.4 A competition will be undertaken using Eastern Shires Purchasing Organisation (ESPO) Framework 509 (Parking Management Solutions Lot 4: Civil Enforcement Solutions). This framework is already compliant with all UK procurement legislation). Suppliers listed on the framework were assessed during ESPO's initial procurement process for their financial stability, track record, experience, and technical & professional ability, before being awarded a place on the framework. Quality and adaptability is a critical requirement, but we will ensure financial evaluation is also considered which meets the real needs of the financial environment of the authority.

4. Alternative Options Considered

4.1 There are a few alternatives that could be undertaken instead of the recommendations above. This would include the following options:

- a) doing nothing; and
- b) considering a different procurement route.

4.2 Alternative a) would not be recommended and would have serious consequences for the Council. If we were not to undertake this procurement it would effectively render the parking services department non-operational. Additionally, this means that parking enforcement within Cambridge and South Cambridgeshire could not be undertaken meaning we would not be fulfilling our duty to manage the highways under Civil Parking Enforcement and would lead to large financial deficit for the Council through a loss of income from recovered PCNs.

4.3 Alternative b) could be considered, however collaborative work has already been undertaken with the procurement team to establish that the recommended procurement path is suitable for this project.

5. Conclusion and reasons for recommendations

5.1 As laid out in this document the recommendations have been proposed as they align with the strategic framework to further the Council's progress towards its aims. Collaborative work has already been undertaken with the procurement team to identify an effective route for procurement of the service so has been put forward as a recommendation.

6. Significant Implications

6.1 Finance Implications

A Failure to renew the enforcement contract, Parking Permit System, and Parking Information Technology System carries the risk of the parking service ceasing to function, limiting the service's ability to enforce parking regulations and leading to a large loss of income for the Council. The costs will be met by income recovered from Penalty Charge

6.2 Legal Implications

The following bullet points set out details of implications identified by officers:

A failure to renew the enforcement contract carries the following risks:

- Failure to adequately manage parking enforcement will increase congestion and undermine road safety.
- Failure to adequately manage parking enforcement will undermine demand management and modal shift strategies.

Pathfinder Legal Services Ltd will be consulted before the signing of any contracts to ensure they are suitable and achieve the required aims. The ESPO framework will be reviewed to ensure it provides a compliant route for the Council.

The ESPO framework provides for further competition to select the most appropriate supplier to ensure the Council's requirements and the supplier's requirements are complied with.

6.3 Risk Implications

The following bullet point sets out details of implications identified by officers:

A failure to renew the enforcement contract carries the following risks:

- Failure to adequately manage parking enforcement will undermine road safety.

6.4 Equality and Diversity Implications

A failure to renew the enforcement contract carries several disbenefits that disproportionately affect those with protected characteristics related to disability, age and socio-economic background. The renewal of this contract will aid the authority in managing the road-traffic network which should lead to improved journey times and a better public transport offering.

For further details please see the attached EQIA assessment

6.5 Climate Change and Environment Implications (Key decisions only)

The following bullet points set out details of implications identified by officers:

A failure to renew the enforcement contract carries the following risks:

- Failure to adequately manage parking enforcement will increase congestion and undermine road safety.

- Failure to adequately manage parking enforcement will undermine demand management and modal shift strategies.
- Due to the failure of the above two points this could cause a potential long term decrease in air quality in and around Cambridgeshire due to an increase in greenhouse gas emissions

7. Source Documents

7.1

- Eastern Shire Purchasing Organisation Framework 509 (Parking Management Solutions Lot 4: Civil Enforcement Solutions).
- Traffic Management Act Enforcement Manual
- Traffic Management Act 1984
- Parking Services annual reports

7.2

- <https://www.espo.org/parking-management-solutions-509-23.html>
- https://www.cambridgeshire.gov.uk/asset-library/imported-assets/County_TMA_Enforcement_Manual_May_2015.pdf
- <https://www.legislation.gov.uk/ukpga/2004/18/contents>
- <https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/parking-services/parking-services-annual-reports>

EQUALITY IMPACT ASSESSMENT - CCC589165414

Which service and directorate are you submitting this for (this may not be your service and directorate):

Directorate	Service	Team
Place and Sustainability	Parking Enforcement	Parking Enforcement

Your name: Ian Read

Your job title: Operations and Contracts Officer

Your directorate, service and team:

Directorate	Service	Team
Place and Sustainability	Parking Enforcement	Parking Enforcement

Your phone: 01223703811

Your email: ian.read@cambridgeshire.gov.uk

Proposal being assessed: DFT Approved ANPR Traffic Enforcement Camera Procurement

Business plan proposal number: Cambridgeshire County Council

Key service delivery objectives and outcomes: The objectives of Civil Parking Enforcement (CPE) are to manage parking to: · Reduce congestion · Support business and the communities by addressing inappropriate parking · Encourage correct, sensible and safe parking · Improve compliance with parking restrictions · Ensure designated parking spaces are used only by those they are intended for · Enable buses to operate more effectively · Improve air quality, health and the general environment · Reduce delays for emergency services · Keep Cambridgeshire moving

What is the proposal: The proposal is to seek approval for the procurement of new Department for Transport (DFT) approved Automatic Number Plate Recognition (ANPR) traffic enforcement cameras with associated software and maintenance. This is due to the upcoming expiry of the existing contracts in place regarding the purchase and maintenance of fixed enforcement devices. The procurement for the renewal of this service is due to go before committee for approval due to the value of the contract.

What information did you use to assess who would be affected by this proposal?: The service will affect the general public so potentially includes all areas identified as protected characteristics. Internally by the council it will only be used by a small subset of employees within the parking services department and associated Contractors.

Are there any gaps in the information you used to assess who would be affected by this proposal?: No

Does the proposal cover: Specific teams

Which particular employee groups/service user groups will be affected by this proposal?:In terms of employee groups only a small subset of the Parking Services team will have access to the back-office system, along with the aforementioned contracted enforcement staff. Additionally the general public will be affected as the service affects users of the highway.

Does the proposal relate to the equality objectives set by the Council's EDI Strategy?:Yes

Will people with particular protected characteristics or people experiencing socio-economic inequalities be over/under represented in affected groups: About in line with the population

Does the proposal relate to services that have been identified as being important to people with particular protected characteristics/who are experiencing socio-economic inequalities?: No

Does the proposal relate to an area with known inequalities?: Don't know

What is the significance of the impact on affected persons?:The impact of the service on the general public is very significant. Without the service in place many people will be disadvantaged as the objectives and outcomes of the service are not met, negatively impacting the everyday life of both residents in the City of Cambridge and South Cambridge District Area, along with users of the highway in these areas. Consequences of not meeting these objectives would also potentially disproportionately affect users with mobility issues, or other issued with a Blue Badge

Category of the work being planned: Procurement

Is it foreseeable that people from any protected characteristic group(s) or people experiencing socio-economic inequalities will be impacted by the implementation of this proposal (including during the change management process)?: Yes

Please select: Age, Socio-economic inequalities

Research, data and /or statistical evidence:

https://assets.publishing.service.gov.uk/media/60080f728fa8f50d8f210fbe/Transport_and_inequality
The above link is to a research paper which explores the links between socio-economic groups and the usage of public transport and how it affects them accordingly. Through this document it is shown that those of differing socio-economic classes are more reliant on public transport which is "an important facilitator of social inclusion and wellbeing which can affect economic and social outcomes, and therefore inequality". Additionally the document touches on how certain groups, especially "women, students and older people" are more at risk of suffering from 'transport poverty'. Through this procurement we are looking to procure devices which will directly aid the council in the management of the public transport network and therefore lead to positive outcomes. In addition to this census data has been used to see how Cambridge fairs in regards distributions of residents with protected characteristics and whether they are represented fairly or disproportionately in Cambridgeshire. For example based on a report relating to blue badge issuance, it is shown that Cambridgeshire has on average a higher proportion of blue badge holders compared with the rest of the country. <https://www.gov.uk/government/statistics/disability-accessibility-and-blue-badge-statistics-2021-to-2022/disability-accessibility-and-blue-badge-statistics-2021-to-2022>

Consultation evidence: N/A

Based on all the evidence you have reviewed/gathered, what positive impacts are

anticipated from this proposal?: The primary positive benefits are listed in our objectives and aims of the service as such it will bring about the following benefits: · Reduce congestion · Enable buses to operate more effectively · Improve air quality, health and the general environment · Reduce delays for emergency services · Keep Cambridgeshire moving This will provide benefit for a range of the protected characteristics. For example for those with a poor socio-economic background they may be more reliant on public transport which this procurement aims to help.

Based on consultation evidence or similar, what negative impacts are anticipated from this proposal?: The primary negative impact of parking enforcement would be the issuance of penalty charge notices to those of a poor socio-economic background which may cause undue financial stress. However separately to this procurement, the service as a whole does have measures in place to mitigate this effect through programs such as repayment programs to make the debt more manageable. Additionally where a penalty charge notice reaches the enforcement agent stage of its lifecycle there are various relief programs available through the council's Enforcement Agent contract such as debt workshops.

How will the process of change be managed?: The process of change will be managed through the procurement process. Working in line with and receiving advice from the procurement team we have already identified approximate timelines for major events to ensure that there is ample time to ensure a smooth transition of the service if there is to be a change of provider. Additionally, ahead of the go live date we will arrange for several meetings with any potential new providers to ensure that there are no disruptions to the service so that the general public is not adversely affected through the service not being able to deliver its goals and objectives.

How will the impacts during the change process be monitored and improvements made (where required)?: Due to the nature of the service and the way the procurement is due to be handled there should be no direct impact on the service due to continuous operation. Where there is a perceived impact on the service, we may receive correspondence from the general public either by telephone or email, at which point we review the resources in place and adapt appropriately to any perceived issues. If there is a change in provider and this results in downtime during the changeover process, officers will work closely with both the current provider and any potential new provider to mitigate the impact.

Equality Impact Assessment Action Plan:

Details of negative impact (e.g. worse treatment/outcomes)	Groups affected	Severity of impact	Action to mitigate impact with reasons/evidence to support this or justification for retaining negative impact	Who by	When by
As mentioned previously within this report the primary negative impacts of procurement issues with this service, relate to the service not being able to achieve its planned outcomes and goals; as such this primarily disbenefits those of a poor socio-economic background due to the potential degradation of the public transport offerings. 	Age, Sex, Socio-economic inequalities	Medium	Through the constant monitoring of the service during the potential transitional period if there is a new supplier any issues may be identified and engaged with to reduce the impact(s); additionally if a new supplier is awarded to frequent meetings and updates shall be provided during the implementation period.	Philip Hammer, Parking Services Manager	31/07/2024

Head of service: David Allat

Head of service email: david.allatt@cambridgeshire.gov.uk

Confirmation: I confirm that this HoS is correct

Corporate Performance Report

To: Highways and Transport Committee

Meeting Date: 30th April 2024

From: Executive Director for Place and Sustainability

Electoral division(s): All

Key decision: No

Forward Plan ref: Not Applicable

Executive Summary: This report provides an update to the Committee on the performance monitoring information for the 2023/24 quarter 3 period, to December 31st 2023

Recommendation: The Committee is asked to:

- a) Note performance information and act, as necessary.

Officer contact:

Name: Richard Springbett

Post: Governance and Performance Manager, Strategy and Partnerships

Email: Richard.Springbett@cambridgeshire.gov.uk

1. Creating a greener, fairer and more caring Cambridgeshire

1.1 This report analyses the key performance indicators (KPIs) which directly link to Ambition 2 'Travel across the county is safer and more environmentally sustainable'. Due to the complex nature of KPIs, some indicators may also impact other ambitions.

2. Background

2.1 The Performance Management Framework sets out that Policy and Service Committees should:

- Set outcomes and strategy in the areas they oversee.
- Select and approve the addition and removal of Key Performance Indicators (KPIs) for the committee performance report.
- Track progress quarterly.
- Consider whether performance is at an acceptable level.
- Seek to understand the reasons behind the level of performance.
- Identify remedial action.

2.2 This report, delivered quarterly, continues to support the committee with its performance management role. It provides an update on the status of the selected Key Performance Indicators (KPIs) which track the performance of the services the committee oversees.

2.3 The report covers the period of quarter three 2023/24, up to the end of December 2023.

2.4 The most recent data for indicators for this committee can be found in the dashboard at Appendix 1. The dashboard includes the following information for each KPI:

- Current and previous performance and the projected linear trend.
- Current and previous targets. Please note that not all KPIs have targets, this may be because they are being developed or the indicator is being monitored for context.
- Red / Amber / Green / Blue (RAGB) status.
- Direction for improvement to show whether an increase or decrease is good.
- Change in performance which shows whether performance is improving (up) or deteriorating (down).
- The performance of our statistical neighbours. This is only available, and therefore included, where there is a standard national definition of the indicator.
- KPI description.
- Commentary on the KPI.

2.5 The following RAGB criteria are being used:

- Red – current performance is 10% or more from target.
- Amber – current performance is off target by less than 10%.
- Green – current performance is on target or better by up to 5%.
- Blue – current performance is better than target by 5% or more.
- Baseline – indicates performance is currently being tracked in order to inform the target setting process.
- Contextual – these KPIs track key activity being undertaken, to present a rounded view of information relevant to the service area, without a performance target.
- In development - KPI has been agreed, but data collection and target setting are in development.

3. Main Issues

3.1 Progress made since last committee: As the Performance Management Framework develops, detailed information on each indicator can be found within Appendix 1. Since the January 2024 committee meeting, work has continued to establish indicators that were previously highlighted as in development. The following section gives detail on these new indicators.

3.1.1 Indicator 239: Highways and Transport Complaints

A revised Complaints Standard Operating Procedure for Highways & Transportation has been produced which will streamline the processes for the service area, and identifying the areas that fail the KPI in relation to complaints.

Business Support are working closely with the services in relation to the outstanding complaints, they are also assisting in the implementation of targeted training and communicating further with the Highway Maintenance teams to enable a full response to the complaint within the KPI Service Level Agreement (SLA) of 10 days.

3.1.2 Indicator 247: Road Cluster Site Analysis

Following the approval of this indicator in January's H&T committee, work is being undertaken to gather this data. It is anticipated that data and commentary will be available and provided in the next Corporate Performance Report, in July.

3.2 The table below outlines updates for the indicators, agreed upon in September 2022 H&T Committee meeting, that are currently in development:

KPI Number	KPI Description	Officer Update
Indicator 240	Risk rating of the main road network (e.g., % travel on roads with X safety rating or better OR % defined network length with X safety rating or better) (TBC)	The final part of the International Road Assessment Programme (IRAP) procurement process was undertaken in November 2023. The work to analyse the roads through the IRAP assessment will conclude in Spring 2024. Once complete, inclusion of this KPI will commence within reporting to H&T Committee.
Indicator 241	Safety of the existing network for non-motorised users (e.g. what proportion of the built-up network has 20mph or segregated cycleways) (TBC)	Indicator 241 was initially planned to look at the proportion of 20mph zones and segregated cycleways. Officers have since explored the indicator with regards to data sources and have concluded there was insufficient data to provide any real measurable performance outcome. Officers are continuing to

		establish alternative indicators to highlight performance with regards to active travel and non-motorised users.
Indicator 244	Customer Satisfaction Surveys for Key Contracts	Officers have analysed the data from local surveys. The small response rate of 23% from 307 surveys has resulted in insufficient data available to formulate a meaningful KPI. Officers will now investigate the availability of national surveys to establish customer satisfaction related to Highways and Transport. This KPI will be presented to this committee in July 2024.
Indicator 245	Carbon Budget (TBC)	The carbon strategy and action plan work currently being undertaken will help inform targets and progress reporting, this is due in Q1 of 2024. The National Highways Performance Framework toolkit that will be supporting the development of operational indicators also has a carbon tool. Officers will investigate this to understand if this could support with carbon reporting when it goes live in Q2 of 2024.

3.3 In addition to the above agreed KPIs, officers have been working on a set of operational indicators to support the performance management role of the Committee. The service is currently undertaking a piece of work, alongside other Local Authorities, to link up with the National Highways Performance Framework. This will allow benchmarking and nationwide comparisons to take place with these operational indicators. This work is expected to start producing initial data from April 2024 onwards, outputs from this will be shared with this committee in the Q4 Corporate Performance Report. These indicators should include performance measures relating to the inspection of the highway, the condition of highway assets, the number of repairs undertaken within service standard timeframes and measures relating to our planned activity.

Whilst this work is being undertaken to create a comprehensive suite of operational indicators, below is a summary of performance for some selected operational indicators highlighted at the October 2023 committee meeting:

3.3.1 Outstanding Potholes

At the beginning of the 2023/24 financial year there were 8,413 outstanding potholes across the road network in Cambridgeshire, this has reduced to 6,908 at the end of the financial year with 65,219 potholes being filled over the year. The service has been proactively

carrying out 'find and fix' strategy over the past few months alongside actioning resident reported potholes to further improve performance.

3.3.2 Gulley Clearance

The following table shows gulley inspection and cleaning performance comparing Q3 for 2022/23 with Q3 for 2023/24

	Inspected	Cleaned
Q3 2022/23	7429	5957
Q3 2023/24	15,131	13,041

The service has inspected 7702 more gullies in Q3 2023/24 compared to during Q3 2022/23, and has cleaned 7084 more gullies in Q3 2023/24 compared to Q3 2022/23. In addition, through regular review of the road network, there has been a further 1855 gullies added to the programme which had not been previously plotted on the system, this takes the total number of recorded Gullies to 110,000.

Highway gullies are emptied in accordance with the Highway Operation Standards, by undertaking a risk-based approach. The service targets gully emptying to those areas identified as prone to blockage or flooding. The service standard as set out in the Highways Operational Standards is that gullies are emptied on a 'targeted approach at agreed locations identified on a risk-based approach'.

3.3.3 Highway maintenance programmes

The County Council undertakes a regime of safety inspections of the highways for which it is responsible. These inspections are to identify potentially dangerous defects within the highway and to arrange for these defects to be made safe or repaired. These inspections are undertaken in accordance with the frequencies and methods as set out in the Council's Highway Operational Standards.

During Quarter 3 2023/24, 91% of Safety Inspections were completed on time in accordance with the standards set out in the Highway Operational Standards.

3.4 Vacancy Rate as of end of Q3 2023/24.

Area	Vacancies	Total posts	%
Highways Maintenance	12	70	17.14
Project Delivery	5	75	6.67
Transport Strategy and Network Management	23	195	11.8
Total	40	340	11.76

As of the end of Q3, the Highways and Transport Service currently has 40 vacancies, this is a reduction from 49 which was reported within the Q2 Performance Report and an overall

reduction in vacancy rate from 14.33% in Q2 to 11.76% in Q3, commentary regarding these vacancies are broken down as following:

- Highways Maintenance – The number of leavers has increased the vacancies from the previous quarter by 4. In Q3, 8 appointments were made and managing these vacancies continues to be a priority for the service.
- Project Delivery – Project Delivery have had a successful campaign where the number of permanently employed staff has increased, and the reliance on interim members of staff has decreased. Market factors have applied to hard to fill roles, however vacant posts are being actively promoted. Where interims are in place, posts are either out for recruitment as evergreen posts, or an exit strategy for those on fixed term contracts is in place. An increase in capacity to deliver projects related to highway investment will be implemented subject to formal approval.
- Transport Strategy and Network Management - There has been a slight increase in vacancies since Q2. The number of posts in the TS&NM has increased in the period, with the full establishment of the Active Travel Team. Recruitment is ongoing in some areas, and several posts have been held pending confirmation of continued availability of budget.

The Highways and Transport service continues to work to proactively reduce the number of vacancies further within Highways & Transport team and will continue to provide updates through this Quarterly Performance paper.

4. Conclusion and reasons for recommendations

4.1 Indicator 43a: Killed or seriously injured casualties (12 month rolling total) and Indicator 43b: Killed or seriously injured casualties per 1,000 km of road (12 month rolling total) have both moved from **Red to Amber**. The reason for this is due to a change in target methodology as outlined in January's Corporate performance report, aligning the targets with the Vision Zero Partnership.

4.2 Indicator 43b: Killed or seriously injured casualties per 1,000 km of road (12 month rolling total), primarily improved due to the increase in the length of our road network from 4,426km in 2022 to 5,010km in 2023.

4.3 In the January meeting of this committee, Cllrs asked for more detail as to why Indicators 32, 32a, 32b and 237 were missing data from 2022. The below paragraph has been provided for further explanation:

CCC have conducted annual traffic surveys in Spring and Autumn each year since 1997. The traffic survey company appointed to conduct CCC's autumn traffic survey in 2022 failed to follow the quality assurance processes and following data quality checks, CCC officers concluded that much of the autumn 2022 data was not reliable. As a result, the work was rejected, and a refund sought from the supplier. Consequently, CCC do not have 2022 data available for the Cambridge Radial and Market Town survey sites. The data collected by the new supplier during 2023 has been of a good quality and analysis for 2023 is underway. Indicators 32, 32a, 32b and 238 are planned to be updated with data for 2023 by the next H&T committee in July.

4.4 There are no new recommendations for this quarter.

5 Significant Implications

5.1 This report monitors quarterly performance. There are no significant implications within this report.

6. Source Documents

6.1 H&T Corporate Performance Report Appendix 1 Quarter 3 23/24

Produced on:

15 April 2024



Performance Report

Quarter 3

2023/24 financial year

Highways and Transport Committee

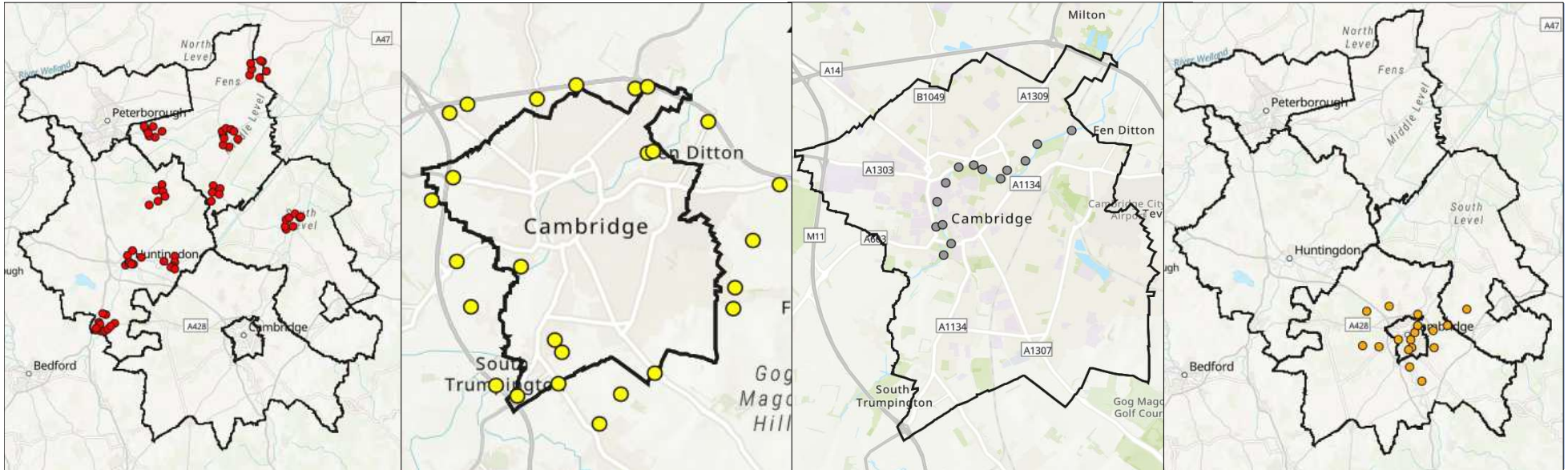
Governance & Performance
Cambridgeshire County Council
governanceandperformance@cambridgeshire.gov.uk

Key



Data Item	Explanation
Target / Pro Rata Target	The target that has been set for the indicator, relevant for the reporting period
Current Month / Current Period	The latest performance figure relevant to the reporting period
Previous Month / previous period	The previously reported performance figure
Direction for Improvement	Indicates whether 'good' performance is a higher or a lower figure
Change in Performance	Indicates whether performance is 'improving' or 'declining' by comparing the latest performance figure with that of the previous reporting period
Statistical Neighbours Mean	Provided as a point of comparison, based on the most recently available data from identified statistical neighbours.
England Mean	Provided as a point of comparison, based on the most recent nationally available data
RAG Rating	<ul style="list-style-type: none"> • Red – current performance is off target by more than 10% • Amber – current performance is off target by 10% or less • Green – current performance is on target by up to 5% over target • Blue – current performance exceeds target by more than 5% • Baseline – indicates performance is currently being tracked in order to inform the target setting process • Contextual – these measures track key activity being undertaken, to present a rounded view of information relevant to the service area, without a performance target. • In Development - measure has been agreed, but data collection and target setting are in development
Indicator Description	Provides an overview of how a measure is calculated. Where possible, this is based on a nationally agreed definition to assist benchmarking with statistically comparable authorities
Commentary	Provides a narrative to explain the changes in performance within the reporting period
Actions	Actions undertaken to address under-performance. Populated for 'red' indicators only
Useful Links	Provides links to relevant documentation, such as nationally available data and definitions

Useful Maps for Indicators 32, 32a, 32b and 238



Map A above shows the locations of the Annual Market Town monitoring sites

Map B above shows the location of the Annual Cambridge radial sites

Map C above shows the location of the Annual Cambridge River Cam screenline sites

Map D above shows the location of the Annual cycle route monitoring sites

Indicators 32, 32a and 32b are measured using data from all four maps above. These relate to cycling and walking. Data for these indicators is sourced from CCC's annual traffic surveys that are carried out at over 100 locations across the county, including within the county's Market Towns and in/around the city of Cambridge. The traffic surveys are conducted by an external supplier using video cameras to capture footage which is then counted and manually classified by a human. The data is then provided to CCC.

Indicator 238 is measured using data from maps A, B and C. Data for this indicator is sourced from CCC's annual traffic surveys that are carried out at over 100 locations across the county, including within the county's Market Towns and in/around the city of Cambridge. The traffic surveys are conducted by an external supplier using video cameras to capture footage which is then counted and manually classified by a human. The data is then provided to CCC.

Further information and more detailed maps can be found using the below link:

<https://cambridgeshireinsight.org.uk/roads-transport-and-active-travel/traffic-data-collection-sites/>

Target	Direction for Improvement	Current Year	Previous Year	Change in Performance
Contextual	↑	10.2%	-14.5%	Improving

RAG Rating

Contextual

Indicator Description

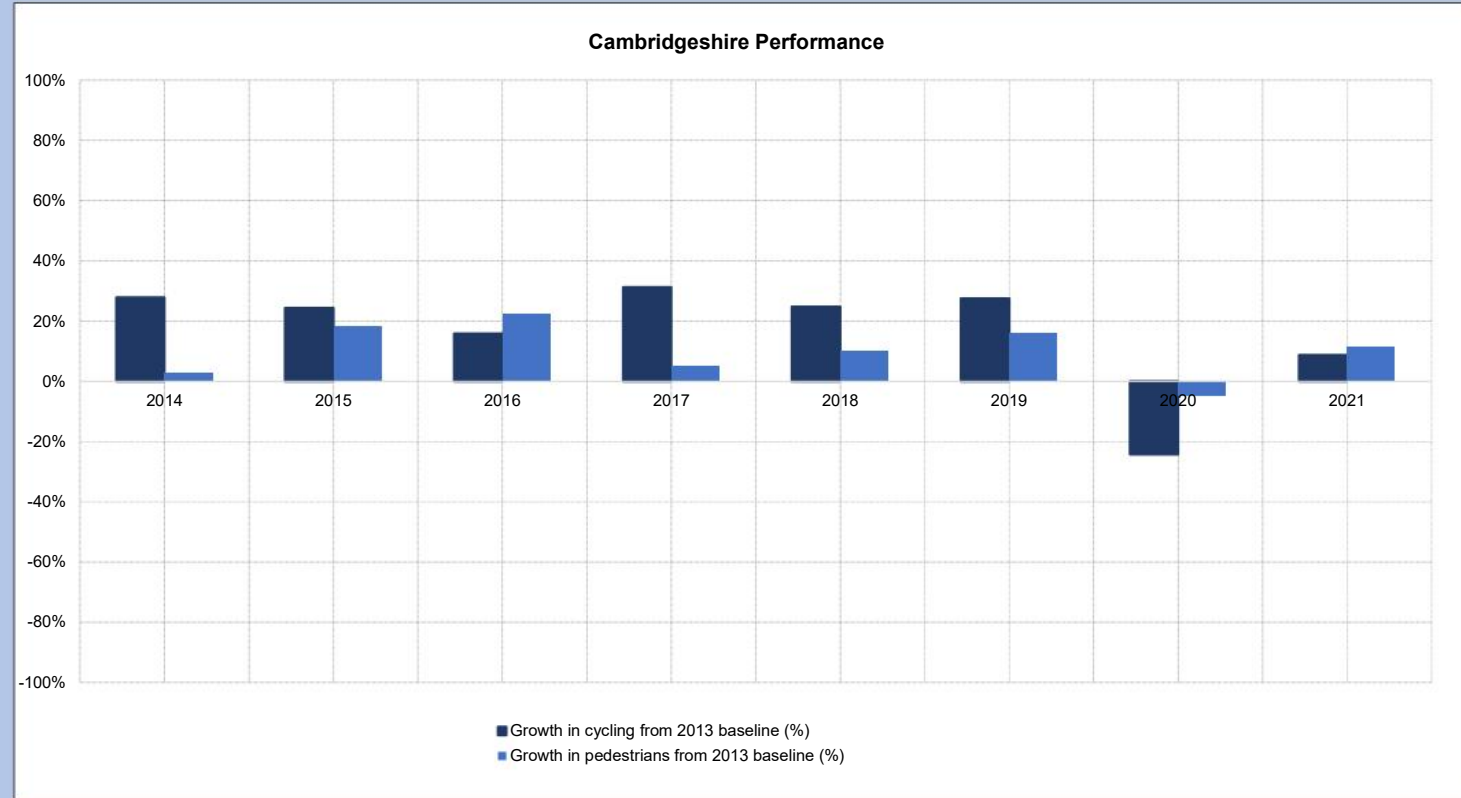
This indicator shows the level of growth in cyclist and pedestrian volumes across Cambridgeshire. It shows a % change from a 2013 baseline, rather than showing the proportion of the population that cycle or walk.

The percentages in the boxes above are an average of the respective walking and cycling figures, to give a combined 'Cycle and Pedestrian' indicator.

Data for this indicator is sourced from CCC's annual traffic surveys that are carried out at over 100 locations across the county, including within the county's Market Towns and in/around the city of Cambridge. The traffic surveys are conducted by an external supplier using video cameras to capture footage which is then counted and manually classified by a human. The data is then provided to CCC.

The locations of CCC's annual traffic survey can be seen on the 'Traffic Counts' map on the Cambridgeshire and Peterborough Insight website (link provided below). Total cycle volumes are summed across the Annual Town Monitoring, Annual Cambridge Radial, Annual Cycle Route Monitoring and Annual Cambridge River Screenline surveys and are summed before being compared over time.

Due to data collection problems in Autumn 2022, reliable county-wide traffic count data is not available for 2022. Data for 2023 should be available ready for the July committee.



Commentary

Cycling: The Department for Transport has set an aim to double cycling rates by 2025, which also links to the vision to increase rates of Active Travel. Cambridgeshire has historically had high rates of cycling. However, rates of cycling in recent years have decreased, likely influenced by the COVID-19 pandemic. When compared to 2013, 2020 saw a large decrease in cycling rates (-24%), likely linked to the COVID-19 pandemic but 2021 cycling volumes were 9% above 2013 volumes.

Pedestrians: This indicator helps to understand whether walking trends are increasing over time, which links to the vision to increase rates of Active Travel. When compared to 2013, 2020 saw a decrease in pedestrian rates (-5%), likely linked to the COVID-19 pandemic which led to reductions in travel. Pedestrian volumes have increased since 2020 and in 2021 were +12% above 2013, like 2018.

This dataset currently uses data from CCC's annual traffic monitoring surveys undertaken at key points across the county each year. The figures in this report consider only those sites which have been counted consistently between 2013 and 2022 (e.g. if sites have been added or removed during this period, the data from these sites has not been included in any year, so the total volumes presented are calculated consistently across the period). Future iterations of this indicator could aim to improve the breadth of cycling data by including other data sources such as data from local permanent traffic counters. These permanent sites are now being used across the county and not only in Cambridge. At present the permanent counters are fairly new so little historic data exists at present. As more data is collected, it becomes more feasible to use the permanent counters for long-term monitoring purposes.

Useful Links

[CCC Annual Traffic Counts Map](#)

[Department for Transport Policy paper - The second cycling and walking investment strategy \(CWIS2\)](#)

Actions

Target	Direction for Improvement	Current Year	Previous Year	Change in Performance
Contextual	↑	8.7%	-24.3%	Improving

RAG Rating

Contextual

Indicator Description

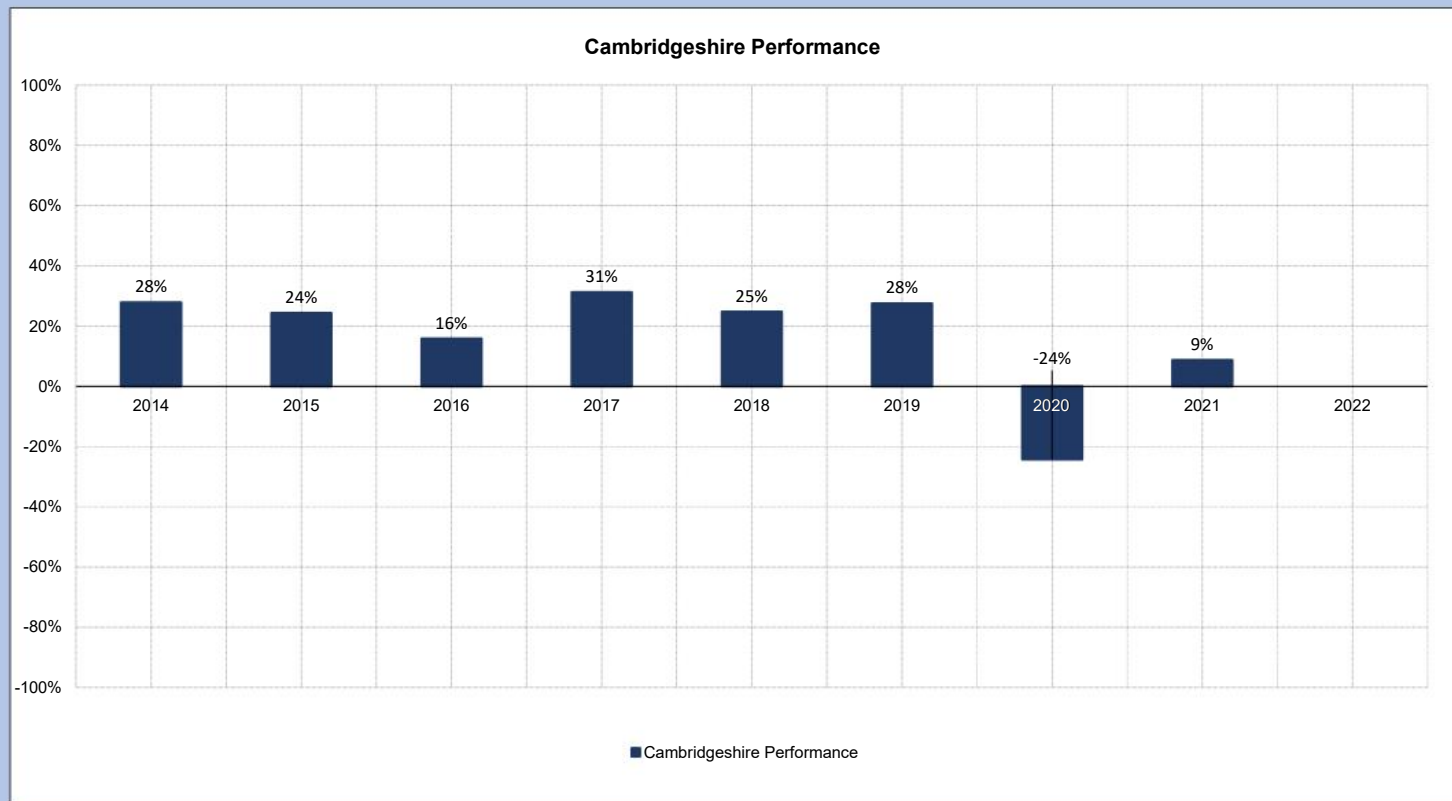
This indicator shows the level of growth in cyclist volumes across Cambridgeshire. It shows a % change from a 2013 baseline, rather than showing the proportion of the population that cycle or walk.

The percentages in the boxes above are an average of the respective walking and cycling figures, to give a combined 'Cycle and Pedestrian' indicator.

Data for this indicator is sourced from CCC's annual traffic surveys that are carried out at over 100 locations across the county, including within the county's Market Towns and in/around the city of Cambridge. The traffic surveys are conducted by an external supplier using video cameras to capture footage which is then counted and manually classified by a human. The data is then provided to CCC.

The locations of CCC's annual traffic survey can be seen on the 'Traffic Counts' map on the Cambridgeshire and Peterborough Insight website (link provided below). Total cycle volumes are summed across the Annual Town Monitoring, Annual Cambridge Radial, Annual Cycle Route Monitoring and Annual Cambridge River Screenline surveys and are summed before being compared over time.

Due to data collection problems in Autumn 2022, reliable county-wide traffic count data is not available for 2022. Data for 2023 should be available ready for the July committee.



Commentary

The Department for Transport set an aim to double cycling rates by 2025. This indicator will help to understand whether cycling trends are increasing, which also links to the vision to increase rates of Active Travel.

Cambridgeshire has historically had high rates of cycling. However, rates of cycling decreased in 2020, likely influenced by the COVID-19 pandemic. When compared to 2013, 2020 saw a large decrease in cycling rates (-24%) but 2021 cycling volumes were 9% above 2013 volumes.

Due to quality concerns with some of the survey data during the Autumn 2022 surveys, 2022 data has not been included on this graph. Autumn 2023 surveys are taking place now, so we hope to update the graph with 2023 data ready for the July committee.

This dataset currently uses data from the annual traffic monitoring surveys undertaken at key points across **Cambridgeshire each year, particularly on key commuter routes**. The figures in this report consider only those sites which have been used consistently across all the years.

Future iterations of this indicator could aim to improve the breadth of cycling data to include other data sources such as cycling data from permanent traffic monitors.

In recent years we have been using live traffic monitors that in certain locations provide real time breakdown of users by mode, work continues to expand the network of these counters.

Useful Links

[Annual traffic monitoring report 2021](#)

[Department for Transport Policy paper - The second cycling and walking investment strategy \(CWIS2\)](#)

Actions

Target	Direction for Improvement	Current Year	Previous Year	Change in Performance
Contextual	↑	11.7%	-4.7%	Improving

RAG Rating

Contextual

Indicator Description

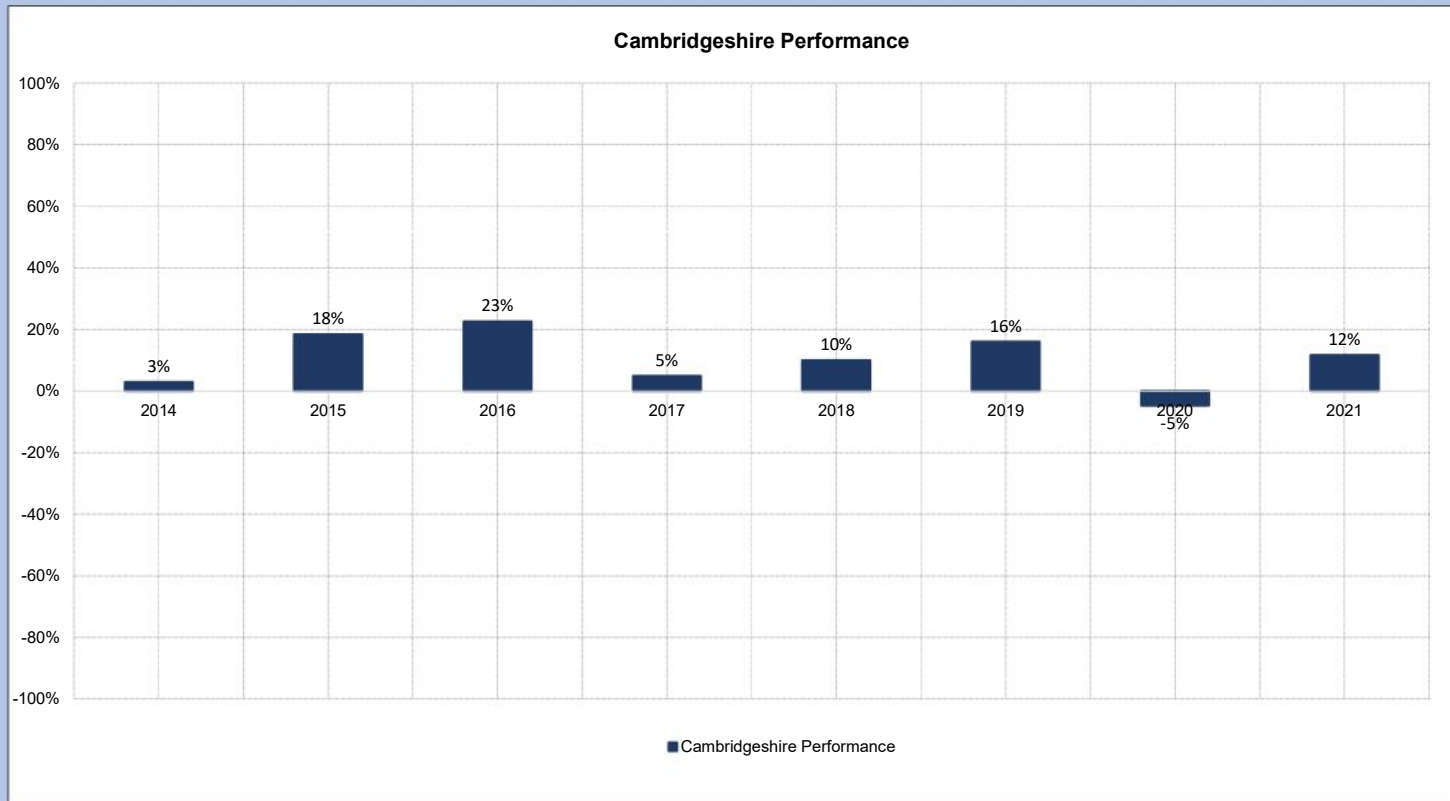
This indicator shows the level of growth in pedestrian volumes across Cambridgeshire. It shows a % change from a 2013 baseline, rather than showing the proportion of the population that cycle or walk.

The percentages in the boxes above are an average of the respective walking and cycling figures, to give a combined 'Cycle and Pedestrian' indicator.

Data for this indicator is sourced from CCC's annual traffic surveys that are carried out at over 100 locations across the county, including within the county's Market Towns and in/around the city of Cambridge. The traffic surveys are conducted by an external supplier using video cameras to capture footage which is then counted and manually classified by a human. The data is then provided to CCC.

The locations of CCC's annual traffic survey can be seen on the 'Traffic Counts' map on the Cambridgeshire and Peterborough Insight website (link provided below). Total cycle volumes are summed across the Annual Town Monitoring, Annual Cambridge Radial, Annual Cycle Route Monitoring and Annual Cambridge River Screenline surveys and are summed before being compared over time.

Due to data collection problems in Autumn 2022, reliable county-wide traffic count data is not available for 2022. Data for 2023 should be available ready for the July committee.



Commentary

This indicator will help to understand whether walking trends are increasing over time, which links to the vision to increase rates of Active Travel.

When compared to 2013, 2020 saw a decrease in pedestrian rates (-5%), likely linked to the COVID-19 pandemic and the two national lockdowns during the year which led to reductions in travel, particularly for school and commuting. However, pedestrian volumes have increased since 2020 and are in 2021 were +12% above 2013, which is similar to 2018.

This dataset currently uses data from the annual traffic monitoring surveys undertaken at key points across Cambridgeshire each year, particularly urban areas and commuter routes. The figures in this report consider only those sites which have been used consistently between 2013 and 2022 (e.g. if sites have been added or removed during this period, the data from these sites has not been included in any years so results are consistent across the period). Future iterations of this indicator could aim to improve the breadth of walking data to include other data sources such as data from permanent traffic monitors or footfall data from major towns and cities in the region.

Useful Links

[Annual traffic monitoring report 2021](#)

[Department for Transport Policy paper - The second cycling and walking investment strategy \(CWIS2\)](#)

Actions

Target	Direction for Improvement	Current Year	Previous Year	Change in Performance
In Development	↓			

RAG Rating

In Development

Indicator Description

This indicator shows the general overall condition of our road network. The indicator shows A,B,C and Unclassified roads separately and rates them by percentage - Red (not good) Amber (ok) Green (Good).

RED category is where there would be defects and potholes in the surface and loss of structural stability.

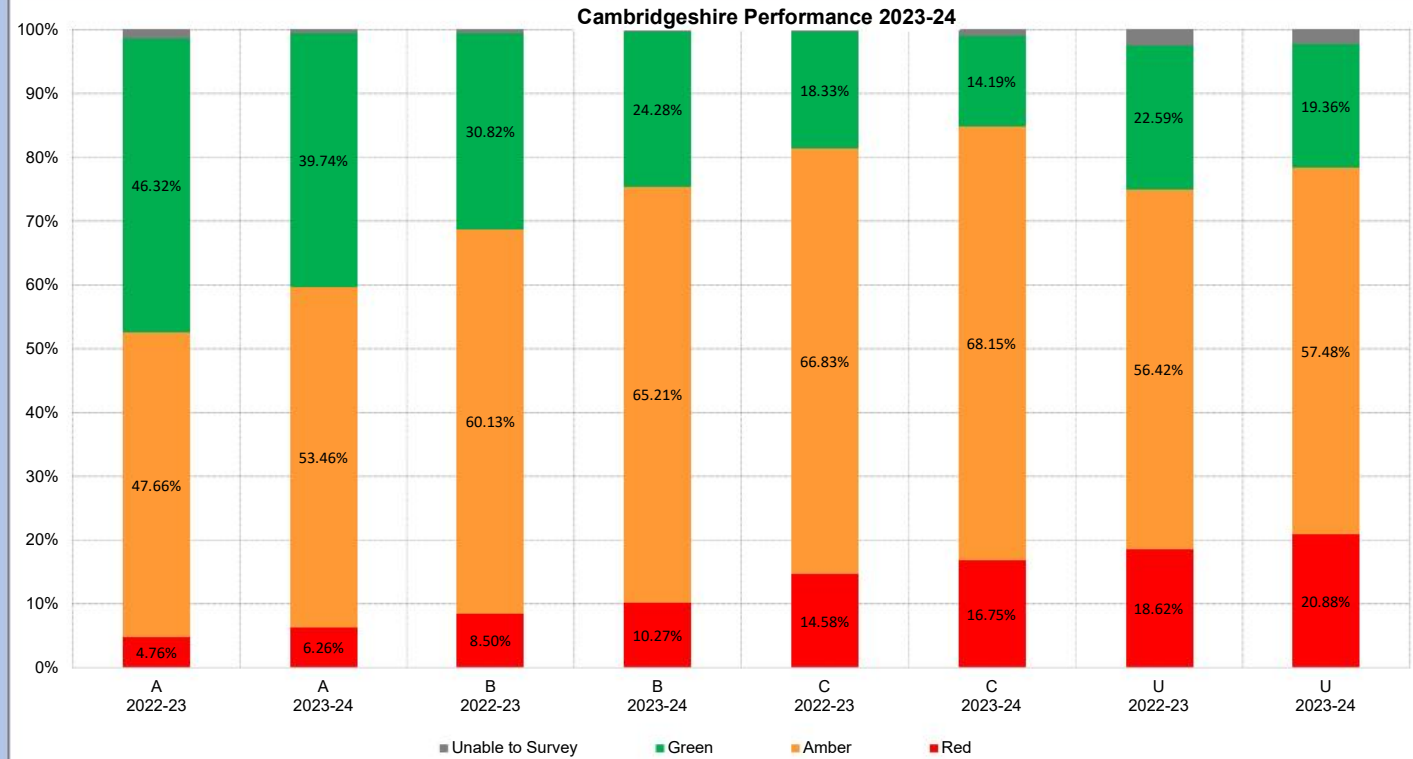
AMBER is where there are signs of wear in the surface.

GREEN is where it is sound without surface defects that drivers would notice.

Generally we aim to keep as much of the network in the Amber/ Green category directing our resources to treating the Amber as this is more cost effective than letting a location reach RED which requires more expensive and extensive repair.

Data is from our Road Condition Surveys, the next of which will take place in September 2024.

Polarity is Low Red and High Green = Good



Commentary

The 2022-23 charts have been revised following the discovery of an error in the survey data provide to us. The error has now been resolved. The new survey is considered a more accurate representation of the experience of the users than the previous method. The survey also provides a broader more useful range of data for the service to utilise.

Road condition is slowly declining as the road network ages, wear increases and more defects occur. To manage the decline a number of network work level programmes are being carried out;

- Investment, through additional DfT Pothole funding, in proactive potholes maintenance repairs and increased reactive pothole repair resources.
- Planned patching regime including an assessment of new innovative and low carbon repair systems.
- Targeting Amber condition roads, avoiding them becoming Red in the near future. These Asset Management led programmes require lower cost treatments enabling more network to be treated per pound.
- Safe and Clear programme – targeted renewal of road markings.
- Safe and Dry programme – targeted renewal of highway drainage systems.
- Safe and Smooth programme – targeted programme of patching and surfacing.

These programmes all contribute to managing the state of the assets and providing a safe and functional network for all users.

These programmes all contribute to managing the state of the assets and providing a safe and functional network for all users.

The Highways and Transport Service have recently moved to using a different assessment method for road condition. The new method enables CCC to obtain more value for the survey data and provides additional benefits in wider asset management approach. It also gives a more accurate indication of overall network condition.

Useful Links

Actions

Target	Direction for Improvement	Current Month	Previous Month	Change in Performance
317	↓	318	318	Unchanged

RAG Rating

Amber

Indicator Description

Indicator 43a is a 12-month rolling total of the number of people reported Killed or Seriously Injured (KSI) in a road traffic collision on public roads in Cambridgeshire.

Road traffic collision records are provided to CCC by the police. Only collisions that follow the Department for Transport STATS19 definition of a road traffic collision are included in this indicator: *“Involves personal injury occurring on the public highway (including footways) in which at least one road vehicle or a vehicle in collision with a pedestrian is involved and which becomes known to the police within 30 days of its occurrence. Damage-only accidents, with no human casualties or accidents on private roads or car parks are not included.”*

Only casualties who were Killed or Seriously Injured are included in this indicator. For more information about the DfT’s casualty injury classification, please see the DfT STATS19 guidance.

The ‘KSI casualty target’ uses the same methodology as the Vision Zero Partnership KSI casualty target, which aims to reduce KSI casualties in Cambridgeshire and Peterborough by 50% by 2030. Please see the Vision Zero Partnership website (cprsp.co.uk)

Please note: There is a delay of around 2 months between collisions taking place and all cleaned data records for the month being available in our dataset. This is because the collisions must be recorded by the police, provided to CCC and then internally validated prior to being included in analysis. Figures for 2023 are still provisional as they have not yet been verified by the DfT and some collisions may subsequently be removed from the data having been ruled by a coroner to be a suicide or medical episode and not a road traffic collision. Due to the nature of this data, it is subject to change.

Useful Links

- [Cambridgeshire Insight – Cambridgeshire Road Traffic Collision Data](#)
- [DfT STATS19 guidance](#)
- [Road Safety Partnership - Road Safety Partnership \(cprsp.co.uk\)](#)

Cambridgeshire Performance (12-Month Rolling Total)



Commentary

This indicator is linked to the service priority of delivering safe roads for Cambridgeshire. In January 2024, the KSI casualty reduction target was updated to align with the target being used by the Vision Zero Partnership (local road safety partnership for Cambridgeshire and Peterborough), which aims to reduce the number of KSI casualties by 50% by 2030.

The KSI casualties remain stubbornly high and a greater understanding of the data and service delivery by partners is providing a greater insight as to why. 40% of the fatalities in 2022 were as a result of a driver being involved in criminality. The antecedents of these drivers showed their involvement in serious arrestable offences and the use of a vehicle to perpetrate these crimes. The obvious link between Criminality and Risky behaviours exists and therefore tackling this issue is more complex.

Actions

Target	Direction for Improvement	Current Month	Previous Month	Change in Performance
63.27	↓	63.47	68.24	Improving

RAG Rating

Amber

Indicator Description

Indicator 43b is a 12-month rolling total of the number of people reported Killed or Seriously Injured (KSI) in a road traffic collision on public roads in Cambridgeshire, per 1,000km of road.

The total road network length in Cambridgeshire in October 2023 was 5,010 kms.

Road traffic collision records are provided to CCC by the police. Only collisions that follow the Department for Transport STATS19 definition of a road traffic collision are included in this indicator:

"Involves personal injury occurring on the public highway (including footways) in which at least one road vehicle or a vehicle in collision with a pedestrian is involved and which becomes known to the police within 30 days of its occurrence. Damage-only accidents, with no human casualties or accidents on private roads or car parks are not included."

Only casualties who were Killed or Seriously Injured are included in this indicator. For more information about the DfT's casualty injury classification, please see the DfT STATS19 guidance.

The 'KSI casualty target' now uses the same methodology as the Vision Zero Partnership KSI casualty target, which aims to reduce KSI casualties in Cambridgeshire and Peterborough by 50% by 2030. Please see more at Road Safety Partnership (cprsp.co.uk)

Please note: There is a delay of around 2 months between collisions taking place and all cleaned data records for the month being available in our dataset. This is because the collisions must be recorded by the police, provided to CCC and then internally validated prior to being included in analysis. Figures for 2023 are still provisional as they have not yet been verified by the DfT and some collisions may subsequently be removed from the data having been ruled by a coroner to be a suicide or medical episode and not a road traffic collision. Due to the nature of this data, it is subject to change.

Useful Links

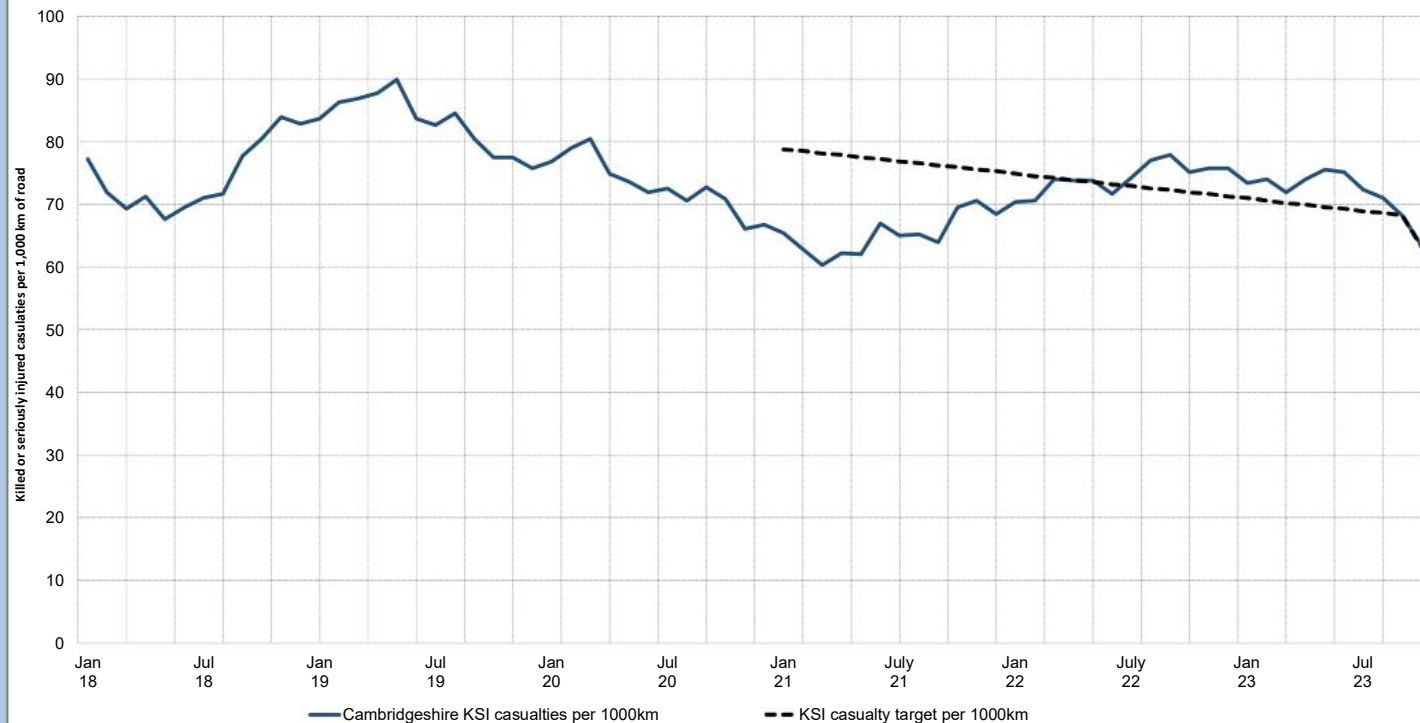
[Cambridgeshire Insight – Cambridgeshire Road Traffic Collision Data](#)

[DfT STATS19 guidance](#)

[Road Safety Partnership - Road Safety Partnership \(cprsp.co.uk\)](#)

[iRAP - International Road Assessment Programme](#)

Cambridgeshire Performance (12-Month Rolling Total)



Commentary

This indicator is calculated using the monthly 12-month rolling KSI figure (Indicator 43a) and the total kms of road network in Cambridgeshire. Updating the road network length as it increases will help to account for changes in the size of the Cambridgeshire road network which may affect the frequency of KSI collisions. The total road network length in Cambridgeshire in October 2023 was 5,010 kms. Historic road length figures were updated slightly in January 2024 to include public roads managed by National Highways, as well as Cambridgeshire County Council, to reflect the coverage of the KSI casualties being reported.

This indicator is linked to the service priority of delivering safe roads for Cambridgeshire. In January 2024, the KSI casualty reduction target was updated to align with the target being used by the Vision Zero Partnership (local road safety partnership for Cambridgeshire and Peterborough), which aims to reduce the number of KSI casualties by 50% by 2030.

iRAP 'A' road risk mapping will also assist in managing the network assets to support the 'Safer Roads' agenda under Vision Zero. Work is already underway to understand what aspect of the network have a direct effect on possible outcomes in a collision. The fatal review board meets quarterly for a 'deep dive' into every fatal rtc in that quarter to ensure that where road or asset defects exist or where safety improvement can be identified there is a rapid response to introducing these measures. The review board includes key stakeholders from our partners, Road Safety Engineers and Highways Maintenance.

Actions

Target	Direction for Improvement	Current Month	Previous Month	Change in Performance
Contextual	↓	318	318	Unchanged

RAG Rating

Contextual

Indicator Description

Indicator 43c is a 12-month rolling total of the number of people reported Killed or Seriously Injured (KSI) in a road traffic collision on public roads in Cambridgeshire, by the mode of transport.

Road traffic collision records are provided to CCC by the police. Only collisions that follow the Department for Transport STATS19 definition of a road traffic collision are included in this indicator:

"Involves personal injury occurring on the public highway (including footways) in which at least one road vehicle or a vehicle in collision with a pedestrian is involved and which becomes known to the police within 30 days of its occurrence. Damage-only accidents, with no human casualties or accidents on private roads or car parks are not included."

Only casualties who were Killed or Seriously Injured are included in this indicator. For more information about the DfT's casualty injury classification, please see: DfT STATS19 guidance.

The transport modes presented are grouped as follows:

- Light Vehicle = Car or van, including taxis.
- Heavy Vehicle = HGV, mini-bus, bus or coach
- Motorcycle = Motorcycles of all sizes including mopeds and electric motorcycles.
- Cycle/Scooter = Pedal cycle, electric bicycle or e-scooter.
- Pedestrian = On foot or in a pram
- Other = None of the above, e.g. ambulance, fire engine, quad bike

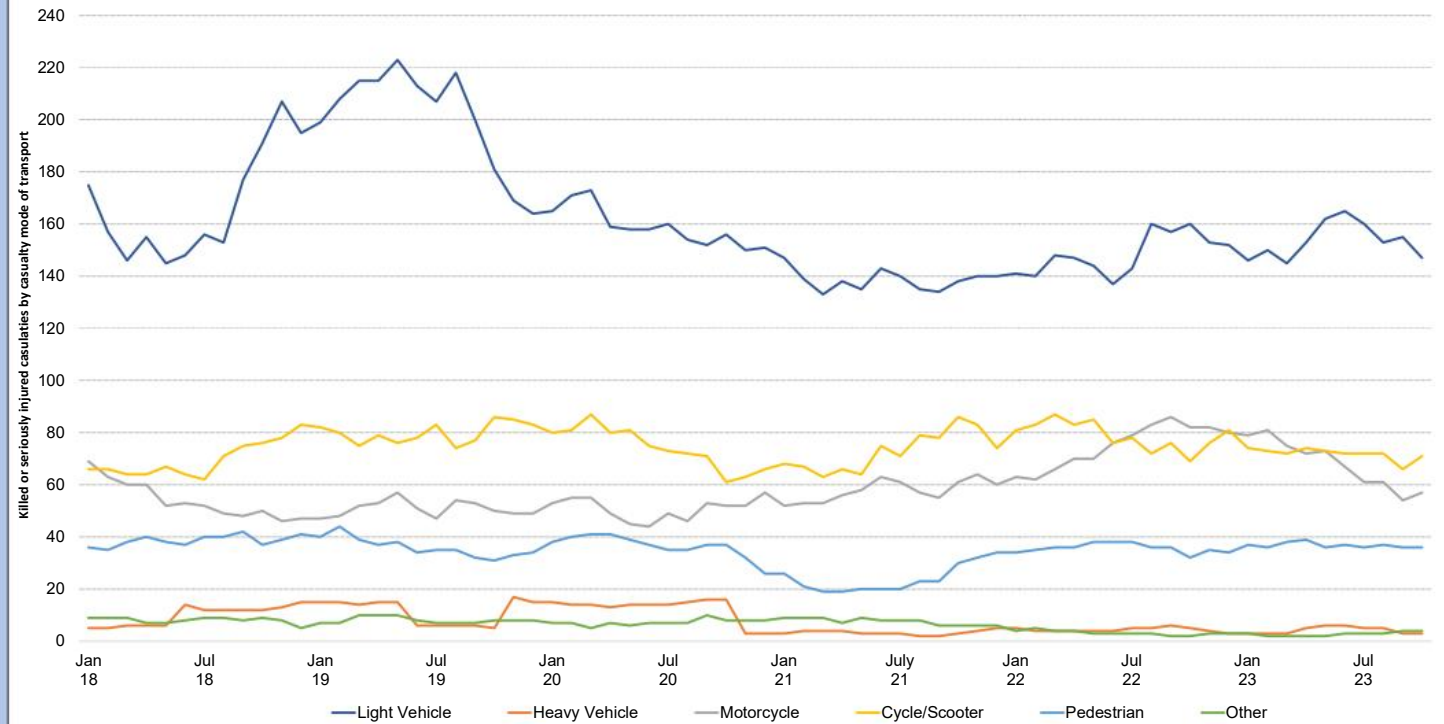
Please note: There is a delay of around 2 months between collisions taking place and all cleaned data records for the month being available in our dataset. This is because the collisions must be recorded by the police, provided to CCC and then internally validated prior to being included in analysis. Figures for 2023 are still provisional as they have not yet been verified by the DfT and some collisions may subsequently be removed from the data having been ruled by a coroner to be a suicide or medical episode and not a road traffic collision. Due to the nature of this data, it is subject to change.

Useful Links

[Cambridgeshire Insight – Cambridgeshire Road Traffic Collision Data](#)

[DfT STATS19 guidance](#)

Cambridgeshire Performance (12-Month Rolling Total)



Commentary

This indicator is calculated using the monthly 12-month rolling KSI figure (Indicator 43a) and the mode of transport of the casualty.

This indicator is a key measure for the wider Road Safety audience and partners. By understanding the collisions by road user type it provides greater insight as to who are our most vulnerable road users and how to target any interventions. This may be any one of the 3 'E's'. Education/Enforcement/Engagement. With changes to the Highway Code in March 2022 where it identified the 4 vulnerable road user types - Pedestrians - Cyclists - Horse Riders - Motorcyclists, it follows that there is a need to understand how they feature in our collision data and enable us to target interventions to best support a reduction in deaths and injuries.

There is currently no record made of E-Scooter or E-Bicycles on the Stats 19 form completed by the Police nationally, so this is currently only established in free hand text in any collision report therefore the true picture of this user group is not fully understood. As the use of this mode of transport increases it is currently unknown what if any impact it may have on the KSI results, but one would envisage an increase in KSIs as the legislation and preparedness of infrastructure for this mode of transport is not in place.

Actions

Target	Direction for Improvement	Current Quarter	Previous Quarter	Change in Performance
95.0%	↑	96.25%	98.00%	Declining

RAG Rating

Green

Indicator Description

Where a financial and programme baseline is set, the cumulative percentage of projects that are on time and within budget.

Green – COST - Forecast outturn cost is no more than 3% over the baseline*
 Green – TIME - Planned Completion is no more than 3% over the baseline*

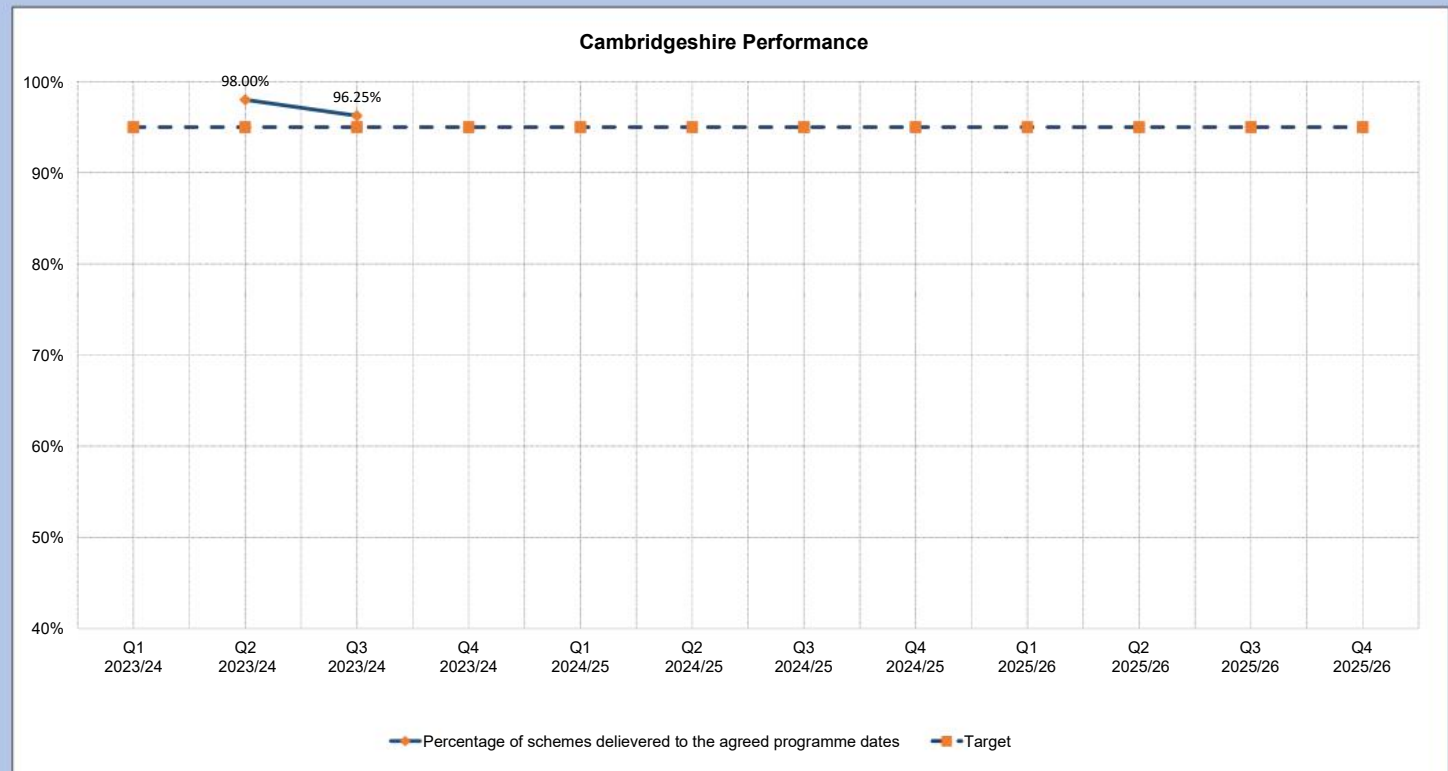
Amber – One of the measures are red and the other green.

Red – COST - Forecast outturn cost is more than 3% over the baseline*
 Red – TIME - Planned Completion is more than 3% over the baseline*

*Baselines can change through standard change control processes and gateways. The cumulative baseline will include all projects with a baseline up to the reporting date. Baselines include optimism bias and risk.

Target: 95% of baselined projects on time and on budget.

Useful Links



Commentary

This KPI is based on active projects within Project Delivery that have been baselined and are in the centralised system (POWA). This includes 80 projects. The KPI indicates 96.25% projects are within a 3% tolerance of their cost and time baselines. Below are the projects with additional commentary for their position of this report:

20mph Initiative 2023/2024:

The 20mph projects are all now entering the formal consultation stage. The cause for the variance is due to several factors including a delay in receiving stakeholder approval for individual schemes in the programme, and internal resource challenges associated with progressing the Traffic Regulation Orders (TROs) required for the formal consultation process.

Kings Dyke:

A separate paper has been presented to committee with further details on the position of this specific project.

Soham - Wicken NMU:

Additional time was allowed for within the programme to undertake further consultation with key stakeholder groups and to finalise the grant funding agreement.

Actions

20mph Initiative 2023/2024:

No Action Required

Kings Dyke:

A separate paper has been presented to committee with further details on the position of this specific project.

Soham - Wicken NMU:

Site clearance will continue to take place in February as planned, with the main construction works expected to commence in May 2024.

Target	Direction for Improvement	Current Year (2021)	Previous Year (2020)	Change in Performance
Contextual	↓	-9.9%	-26.8%	Declining
RAG Rating				
Contextual				

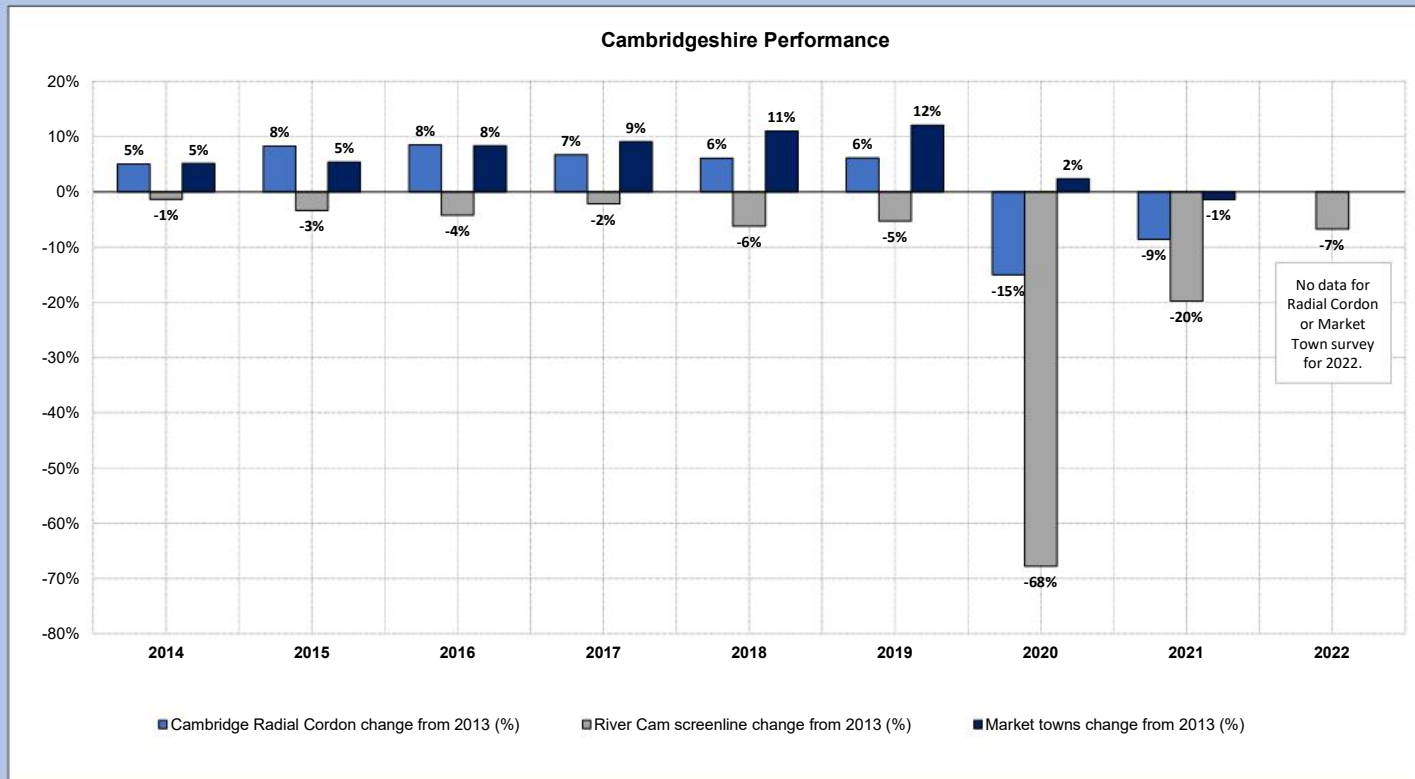
Indicator Description

This indicator considers traffic volumes based on annual surveys undertaken across Cambridgeshire. Data from three annual surveys has been included: Cambridge Radial Cordon, River Cam Screenline and Market Towns survey.

The indicator shows the % change in traffic volumes from a 2013 baseline.

Data for the Radial Cordon and Market Town surveys is collected in October/November each year. Indicator percentages above are based on the last full year of data, in this case the 'current year' is 2021 and the 'previous year' is 2020.

Due to data collection problems in Autumn 2022, reliable county-wide traffic count data is not available for 2022. Data for 2023 should be available ready for the July committee.



Commentary

Cambridge Radial: This survey monitors the number of motor vehicles entering and leaving Cambridge in a 12 hour day (7am to 7pm). The survey is usually undertaken in October.

River Cam Screenline: This survey monitors the number of motor vehicles every 12 hour day (7am to 7pm) across the River Cam screenline. The survey is usually undertaken in April.

Market Town Survey: This survey monitors the number of motor vehicles that pass through Cambridgeshire market towns in a 12 hour day (7am to 7pm). The Market Towns surveyed are: Huntingdon, Wisbech, St. Neots, St. Ives, Ely, March, Whittlesey, Ramsey and Chatteris. The survey is usually undertaken in October/November.

Whilst traffic volumes remained fairly stable between 2014 and 2019, a distinct decrease can be seen in 2020 in all surveys, likely attributable to the impacts of the COVID-19 pandemic. 2021 traffic flow volumes increased for the Radial Cordon Sruvey and the River Cam Screenline Survey but the Market Towns survey continued to decrease from the 2014 baseline.

Useful Links

[Traffic Monitoring Report \(cambridgeshireinsight.org.uk\)](https://cambridgeshireinsight.org.uk)

Actions

Target	Direction for Improvement	Current Quarter	Previous Quarter	Change in Performance
In Development	↑	52.56%	N/A	In Development

RAG Rating

In Development

Indicator Description

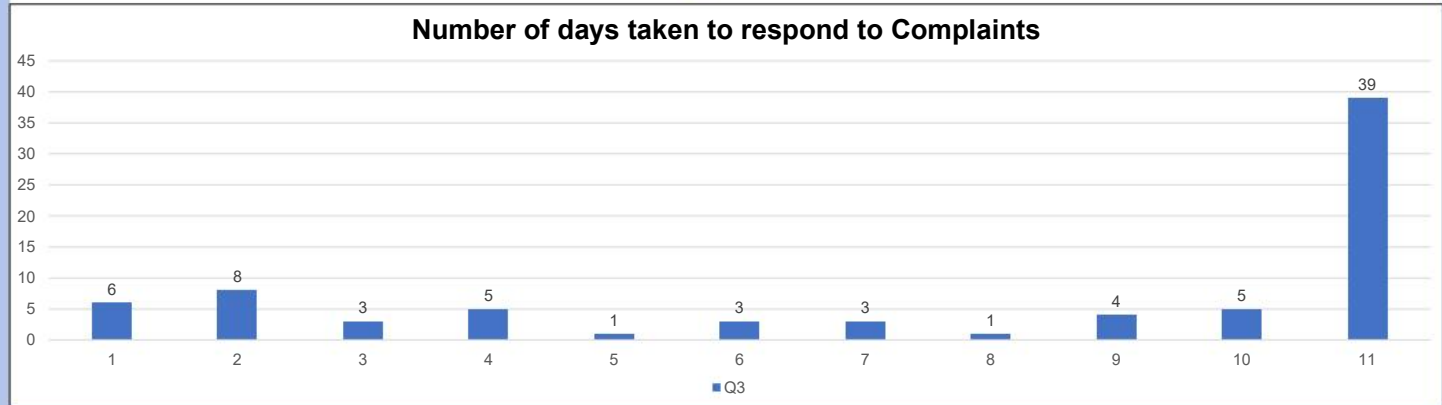
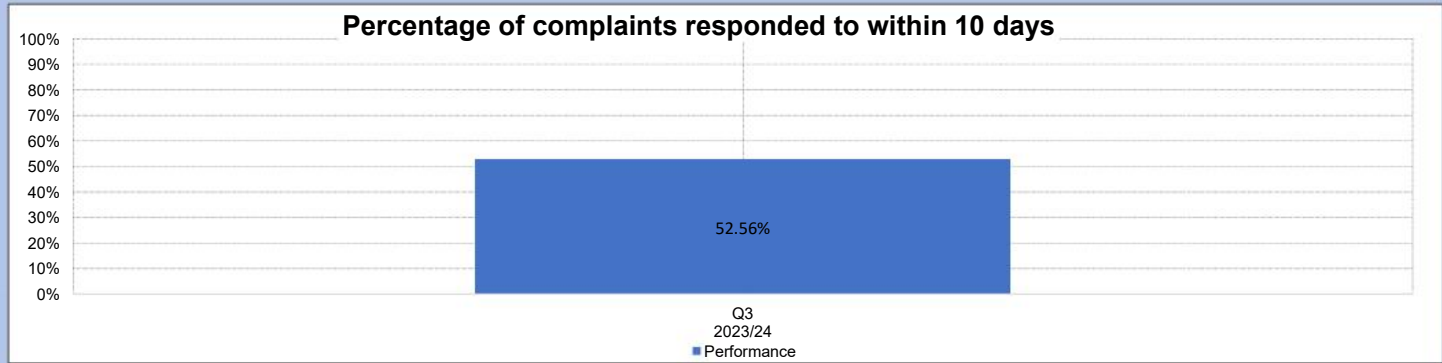
This indicator measures the percentage of complaints that come into the Highways and Transport directorate and are responded to within the agreed Service Level Agreement of 10 working days.

Complaints can be made to the Highways and Transport directorate from an Online form on our website, an email sent to the contact centre, or via letter or telephone.

This indicator has been chosen to show how Highways and Transport is performing when dealing with issues that the public raise directly.

This indicator covers all complaints that have been responded to within the quarter as well as the average response time in days to respond to the complaint.

Useful Links



Commentary

Business Support have been working with 4OC to produce Complaints Standard Operating Procedures for Highways & Transportation, streamlining the processes for the service area, and identifying the areas that fail the KPI in relation to complaints. This has identified areas of improvement and are continuing to work closely with 4OC to further this work.

Business Support are working closely with the services in relation to the outstanding complaints, they are also assisting in the implementation of targeted training and communicating further with the Highway Maintenance teams to enable a full response to the complaint within the KPI Service Level Agreement (SLA) of 10 days.

Actions

- 1 - Highways Maintenance Away Day - bespoke training to the maintenance team supporting them on using the system.
- 2 - Training in relation to the Customer Complaints Process provided, including Toolbox Talk to Highways & Transportation. This was completed on 16/02/2024.
- 3 - Business Support Team will visit Highways Depots on Tuesdays, as this is the day Local Highway Officers regularly attend Depots, ensuring this weekly touch point will enable complaints to be raised and managed each week with the LHO and Manager whilst within the SLA response time.

Highways and Transport Policy and Service Committee Agenda Plan

Published on 2 April 2024

Notes

The definition of a key decision is set out in the Council's Constitution in Part 2, Article 12.

* indicates items expected to be recommended for determination by full Council.

+ indicates items expected to be confidential, which would exclude the press and public.

The following are standing agenda items which are considered at every Committee meeting:

- Minutes of previous meeting and Action Log
- Agenda Plan, Training Plan and Appointments to Outside Bodies and Internal Advisory Groups and Panels

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
[30/04/24]	Procurement of a new Enforcement and Permits system	Ian Read	2024/046	[18/04/24]	[22/04/24]
	Procurement of Department for Transport approved Automatic Number Plate Recognition traffic enforcement cameras	Ian Read	2024/054		
	Highways and Transport Performance Report – Q3	Richard Springbett	Not applicable		
02/07/24	Busway CCTV Procurement	Campbell Ross-Bain	2024/017		
	Procurement of EV Charging Infrastructure	Chris Poultney	2024/049		
	Southern Busway Widening	David Mitchell	2024/060		
	Finance Monitoring Report	Sarah Heywood	N/A		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	A1421 Traffic Management and Road Safety Options	Sonia Hansen	N/A		
	24/25 LHI Programme	Josh Rutherford	N/A		
	Highways and Transport Quarterly Performance Report – Q4	Richard Springbett	N/A		
	Risk Management Update	Frank Jordan	N/A		
	March Area Transport Strategy Schemes	Nicola Young			
	Active Travel 4 Extension	Nicola Young			
[03/09/24]	<i>Reserve Date</i>			[22/08/24]	[26/08/24]
	24/25 20mph Programme	Josh Rutherford			
	Active Travel Hierarchy Adoption Plan	Mike Atkins			
01/10/24	Highways and Transport Performance Report – Q1			19/09/24	23/09/24
03/12/24	Highways and Transport Performance Report – Q2			21/11/24	25/11/24
	Residents Parking Policy Review	Nicola Gardner	2024/019		
	Risk 6 month Update	Frank Jordan			
21/01/25	Highways and Transport Performance Report – Q3			09/01/25	13/01/25
04/03/25				20/02/25	24/02/25

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
17/07/25	Highways and Transport Performance Report – Q4			07/07/25	10/07/25

Cambridgeshire County Council Future Transport Priorities – Chris Poultney (Key Decision)

Please contact Democratic Services democraticservices@cambridgeshire.gov.uk if you require this information in a more accessible format

