

Cambridge Joint Area Committee: Minutes

Date: 12 June 2024

Time: 4:00 p.m. – 5:15 p.m.

Venue: Council Chamber, Guildhall, Cambridge

Present: City Councillors: Dave Baigent, Naomi Bennett, Rosy Moore,
Richard Robertson, Katie Thornburrow, Karen Young
County Councillors: Alex Beckett, Gerri Bird, Mike Black, Catherine Rae,
Neil Shailer and Philippa Slatter

1. Election of Chair

It was proposed by Councillor Robertson, seconded by Councillor Bird, and agreed unanimously that Councillor Thornburrow be elected as Chair for the 2024/25 municipal year.

2. Election of Vice-Chair

It was proposed by Councillor Shailer, seconded by Councillor Beckett, and agreed unanimously that Councillor Slatter be elected as Vice-Chair for the 2024/25 municipal year.

3. Apologies for Absence and Declarations of Interest

Apologies for absence were received from Councillor Alex Bulat (substituted by Councillor Rae).

Councillor Baigent declared a general non-statutory disclosable interest as a member of the Cambridge Cycling Campaign (Camcycle).

Councillor Slatter declared a general non-statutory disclosable interest as a member of the Cambridge Cycling Campaign (Camcycle).

4. Public Questions and Petitions

It was noted that no public questions or petitions had been received.

5. Overview of County Council Services Relevant to the Cambridge Joint Area Committee

The Committee received an overview report of the County Council services relevant to the Cambridge Joint Area Committee, including Streetworks and Permitting, Signals and Systems, Traffic Management Centre, Policy and Regulation, Parking Policy, Parking Operations, Bus Operations and Facilities, Highways Maintenance, and Active Travel.

While discussing the report, individual Members:

- Drew attention to the increase in streetworks permits and queried whether it was related to a backlog following restrictions in place during the Covid-19 pandemic or whether it would continue to be an issue indefinitely. It was suggested that the number of permits would likely reduce once the widespread installation of infrastructure for the fibre network had been completed, although there was also a significant amount of ongoing work to replace gasworks across the city, alongside other regular work. Members noted the high number of companies involved in streetworks and paid tribute to officers for managing the complex schedule.
- Expressed concern about pavement parking in Cambridge and suggested that physical barriers could act as a deterrent in areas particularly afflicted by the problem. Members were informed that enforcement could only be carried out if the pavement parking was alongside a double yellow line. It was noted that the Greater Cambridge Partnership (GCP) had been requested by the County Council to carry out a trial project to address the issue, but Members also expressed concern about enforcement, which was beyond the remit of the GCP, and requested a future report to the committee on pavement parking. **Action required**
- Clarified that the painting of lines on roads and cycle lanes was carried out by the County Council's Highways Maintenance team, and that it could be contacted either directly or via an area's Local Highways Officer.
- Highlighted the danger and frustration for residents of people parking on double yellow lines and emphasised the importance of enforcement to reduce the issue. Members were informed that they could contact the County Council's Parking Control team if there were specific concerns about an area.
- Suggested that members of the public were likely to contact members of the committee about issues within its remit and requested contact details for specific officers that worked in such areas, further to the generic contact details in the report. **Action required**

It was resolved unanimously to:

Note the contents of the report

6. Overview of City Council Services Relevant to the Cambridge Joint Area Committee

The Committee received an overview report of the County Council services relevant to the Cambridge Joint Area Committee, including Car Parks, Shopmobility, Taxicard, Walking, Cycling and Active Travel Promotion Grants, and Advertising Boards.

While discussing the report, individual Members:

- Welcomed the benefits of the Taxicard scheme for disabled people and suggested that it could be promoted more widely. However, it was also noted that there had been issues with vouchers being accepted, and confirmation was sought on whether the City Council communicated with local taxi firms on the issue, and to ensure that they followed up on exchanging the vouchers once they had been accepted. **Action required**
- Highlighted the importance of Shopmobility and suggested that its current location in the Grafton Centre could be reconsidered due to the redevelopment of the area, with the Cambridge Retail Park proposed as a potential alternative location. It was also noted that the British Red Cross Mobility Aids Service's lease would shortly expire in its current location, and it was queried whether the City Council would be able to provide space at Shopmobility, given the shared interest, to ensure the service could continue to operate. **Action required**
- Highlighted the benefit of comparing on-street and off-street parking charges in Cambridge, noting that the GCP's ongoing development of an Integrated Parking Strategy for the Greater Cambridge region involved such work. It was requested that a workshop be organised for the committee to discuss this alongside wider parking issues. **Action required**
- Drew attention to the various levels of local government in the area working on issues that overlapped with each other, and highlighted the importance of ensuring that the committee did not exacerbate the existing complex division of functions and responsibilities between the different authorities. Members requested that a list of the holders of such functions and responsibilities be produced to provide clarity and to inform future work. **Action required**
- Expressed concern that multiple authorities were involved in the maintenance of bus stops and suggested that it would be more effective and efficient if the various responsibilities could be delegated to one authority. It was suggested that a map of which authority was responsible for each bus stop could prove beneficial, and Members also requested wider provision of real-time bus data in bus stops. Members noted that ongoing work by the Cambridgeshire and Peterborough Combined Authority to improve bus services, along with projects being carried out by the GCP, could provide opportunities to improve the maintenance of bus stops as a unified system, and it was agreed for a report on bus stops to be presented to the committee at a future meeting. **Action required.**

- Requested an update on the Traffic Regulation Order for the barriers on King's Parade. **Action required**
- Expressed concern about advertising boards obstructing the use of pavements, particularly for disabled people on narrow pavements.

It was resolved unanimously to:

Note the contents of the report.

7. Pavement Licences

The Committee received a report on changes to legislation that replaced table and chair licences with pavement licences following the Levelling Up and Regeneration Act 2023.

While discussing the report, individual Members:

- Drew attention to the increasing number and popularity of food and drink vans, and highlighted confusion over the classification of a pavement compared to other areas, such as forecourts, highways and lay-bys, and therefore which licences should be applied for by businesses. It was clarified that licences were required for pavements and the highway, but not for private land, and that although street trading was a separate matter, a pavement licence would be required for any tables and chairs that were in use. It was suggested that guidance on good practice could prove beneficial for such businesses, as could the provision of power points to reduce the usage of generators.
- Clarified that pavement licences required any street furniture to be removed at the end of each day, with the time varying according to each individual licence, and that it could not be fixed permanently to the pavement. It was also noted that there was a consent zone for street trading licences around the city centre that was not in place for the rest of the city, although it was confirmed that traders would require permission from the County Council if they involved usage of the highway.
- Clarified that enforcement of pavement licences was currently carried out reactively in response to complaints, rather than officers patrolling to identify compliance failures. It was suggested that other enforcement teams, such as parking enforcement teams, operating in the area could collaborate by identifying and reporting potential issues, although it was acknowledged that there was a separation of responsibilities between authorities, as well as a likely lack of knowledge of licensing rules.
- Clarified that the committee held an advisory role on ways to ensure alignment, coherence and efficiency in the way Table and Chair Licensing powers, Pavement Licensing powers and Advertising Board Policy were applied. Members requested a more detailed report on pavement licensing at a future meeting. **Action required**

It was resolved unanimously to:

Note the changes to the legislation and that the function is now with district authorities

8. Cambridge Joint Area Committee Agenda Plan

While discussing the committee's agenda plan, individual Members:

- Highlighted various future reports that had been proposed during the meeting, as well as a request for a workshop on parking. It was emphasised that issues should be addressed broadly, rather than with multiple related reports, and that care should be taken to not duplicate the work of other authorities.
- Noted that an additional meeting had been scheduled for 25 July, although it was requested to investigate whether an alternative date could be found. **Action required**
- Sought clarification on whether the committee would be considering a report on the entrance to Stourbridge Common and parking on Riverside. **Action required**
- Confirmed that a report on the proposed York Resident Parking Scheme would be presented to the committee at the appropriate time in the scheme's development.
- Requested that consideration be given to changing the start time of the committee's meetings to 4:30p.m. **Action required**
- Clarified that the County Council's review of resident parking would be wide-ranging and would look at the whole policy rather than just hours and charging rates. Members were informed that the Cambridge Joint Area Committee would consider the report before it was presented to the Highways and Transport Committee in March 2025, although it was highlighted that the report would be about the whole county rather than just Cambridge.

Chair
29 July 2024