HIGHWAYS AND TRANSPORT COMMITTEE

Cambridgeshire County Council

Tuesday, 13 September 2022

10:00

Democratic and Members' Services
Fiona McMillan
Monitoring Officer

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 12 July 2022 and Action Log**   5 - 40

3 **Petitions and Public Questions**

KEY DECISIONS

4 **Cashless Parking Solution Procurement**   41 - 46

DECISIONS

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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 Douglas Dew Councillor Lorna Dupre Councillor Janet French Councillor Ryan Fuller Councillor Derek Giles Councillor Simon King Councillor Peter McDonald Councillor Mac McGuire   Councillor Brian Milnes Councillor Alan Sharp and Councillor Mandy Smith

Clerk Name:	Daniel Snowdon

Clerk Telephone:	01223 699177
Clerk Email:	Daniel.Snowdon@cambridgeshire.gov.uk

Highways and Transport Committee: Minutes

Date: 12 July 2022

Time: 10:00am to 2.24pm

Present: Councillors Alex Beckett (Chair), Neil Shailer (Vice-Chair), Gerri Bird, Piers Coutts, Douglas Dew, Lorna Dupre, Ryan Fuller, Simon King, Peter McDonald, Mac McGuire, Brian Milnes, Tom Sanderson, Alan Sharp and Mandy Smith

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

83. Notification of Chair and Vice Chair

It was noted that Councillor Beckett was appointed as Chair of the Highways and Transport Committee, and Councillor Shailer as Vice- Chair, for the 2022/23 municipal year at the full Council meeting on 10th May 2022.

84. Apologies for Absence and Declarations of Interest

Apologies were received from Councillors Jan French and Derek Giles (substituted by Councillor Tom Sanderson).

The Chair and Vice Chair declared in relation minute number 89, 'Residents Parking', a non-statutory disclosable interest. Both had sought advice from the Monitoring Officer who had confirmed their ability to take part in the item.

85. Petitions and Public Questions

No petitions were received. There were several public questions relating to various agenda items that can be found, together with the responses at Appendix A to these minutes.

86. Minutes – 26 April 2022 and Action Log

The minutes of the meeting held on 26 April 2022 were agreed as a correct record:

The Action Log was noted together with the following updates:

- Members noted that a further confidential briefing would likely be offered in the future as the matter had progressed.
- A further update was requested on the King's Parade Barrier

- Item 71 – highlighted 2 recent fatalities and requested that discussions take place with highways engineers regarding potential improvements.
- Wisbech Access Study – confirmed the funding was in place for the study and funding for the implementation would be sought separately and a report would be presented to the Committee

87.   New Strategic Transport Model

The Committee received a report detailing an update regarding the procurement of a new strategic transport model that would replace the Cambridge Subregional model. Transport models needed to be acceptable to the Department of Transport and must therefore meet the current guidance set out in the Transport Assessment Guidance (TAG). One of the key components of TAG was the age of the data used, TAG states that models should be based on data that is less than 5 years old. This requirement meant that the existing models owned and managed by the County Council (CCC) would need to be revalidated using new data by the end of 2024.

During discussion of the report Members:

- Sought greater clarity regarding the distinguishing aspects of the model and the software. Officers explained that the model provided the processing side, and the second component was the data. It was essentially a suite of model tools and data, and the Council was seeking to ensure they communicated and were fully integrated. Members noted that the proposal sought integration with Peterborough which was a key requirement of the Cambridgeshire and Peterborough Combined Authority that was keen to have a whole-Cambridgeshire model. Models included buffers into border locations so that definition was not lost in those areas.

- Confirmed that towns and large villages located in neighbouring counties, close to the Cambridgeshire border would be included within at least the transport elements of the model.

It was resolved unanimously/by a majority to:

a) notes the progress made in the procurement of a new strategic transport model;

b) delegates the decision to enter into a Grant Funding Agreement with the Cambridgeshire and Peterborough Combined Authority to the Service Director of Highways and Transport; and

c) grants approval to procure the delivery of a new strategic transport model, delegating the decision to Award and enter into Contract to the Service Director of Highways and Transport.

88. A10 Ely to A14 Improvements scheme and A141 and St Ives Improvements scheme

The Committee received a report that provided an update on the progress of the A10 Ely to A14 Improvements scheme and the A141 and St Ives Improvements Scheme. The report also sought approval of the revalidation of these schemes which would enable them to move into the Outline Business Case stage.

The Committee received comments from CamCycle and Ely Cycling Campaign, attached at Appendix A to these minutes.

It was resolved unanimously/by a majority to:

a) notes and comments on the update report and the progress made with the A10 Ely to A14 Improvements scheme and the A141 and St Ives Improvements scheme;

b) the Council agrees to accept in total £4M of funding (in total over 2022/23 and 2023/24) from the Cambridgeshire and Peterborough Combined Authority to deliver the revalidation of the Strategic Outline Business Case for the A10 Ely to A14 Improvements scheme and subsequently prepare to undertake the Outline Business Case;

c) delegate the decision to enter into a Grant Funding Agreement with the Cambridgeshire and Peterborough Combined Authority for the A10 Ely to A14 Improvements scheme to the Service Director of Highways and Transport in consultation with the s151 officer;

d) supports the establishment of a Member Working Group involving District Councils to run in parallel to scheme development and stakeholder engagement for A10 Ely to A14 Improvements scheme;

e) the Council agrees to accept in total £6M of funding (£1.841M in 2022/23, £3.311M in 2023/24 and £0.848M in 2024/25) from the Cambridgeshire and Peterborough Combined Authority to deliver the revalidation of the Strategic Outline Business Case for the A141 and St Ives Improvements scheme and subsequently prepare to undertake the Outline Business Case, subject to this level of funding being granted by the CPCA;

f) delegate the decision to enter into a Grant Funding Agreement with the Cambridgeshire and Peterborough Combined Authority for the A141 and St Ives Improvements scheme to the Service Director of Highways and Transport in consultation with the s151 officer;

g) supports the establishment of a Member Working Group involving District Councils to run in parallel to scheme development and stakeholder engagement for A141 and St Ives Improvements scheme.

89. Resident Parking Scheme

The Committee received a report that sought approval of the Cambridge Resident Parking Scheme Delivery Plan set out for 2022, and set out proposed changes to permit limits and pricing mechanisms.

The Committee received comments and questions from Cambridge City Councillor Copely, Cambridge Living Streets and CamCycle that are set out in Appendix A to these minutes.

During the course of discussion:

- A Member addressed wording within the report, suggesting that language had been selected carefully to avoid the explicit use of economic controls of supply and demand.

- Attention was drawn to Appendix 4 of the report; a Member questioned how the comparison list with other Councils was decided as they were all Labour or Liberal Democrat controlled and it did not include Conservative controlled Councils such as Peterborough that had not introduced controls.

- Concern was expressed regarding the removal of the 50% threshold on consultation responses and the board of senior officers and Members.

- Commented that the flaw with such schemes was the mistaken belief that residents could cycle or use public transport and that would cause isolation. It was essential that the impact on certain parts of society was properly considered.

- Noted that pavement parking would be debated as a motion at the forthcoming meeting of Full Council.

- Highlighted the varying mobility needs of residents and issues particularly regarding the storing of cargo bikes. There was a balance required that worked for the majority of residents. The removal of the 50% threshold was designed to remove unintended consequences when areas were divided into smaller zones.

It was resolved to:

a) Note the content of the Greater Cambridge Partnership (GCP) Resident Parking Scheme update;

b) Approve the Cambridge Resident Parking Scheme Delivery Plan 2022; and

c) Agree in principle, to the proposed short-term changes and delegate the approval of the resident permit pricing mechanism and permit limits to the Executive Director of Place and Economy, in consultation with the Chair and Vice Chair of the Highways and Transport Committee

90.   Elizabeth Way, Cambridge – Consider Objections to Making Experimental Bus Lane Order allowing use by Powered Two-Wheelers and Electric Vehicles Permanent

The Committee received a report relating to the Experimental Traffic Order (ETO) on Elizabeth Way, Cambridge, which sought a decision whether the ETO should be made permanent, in whole or in part, or it should be abandoned.

The Committee received comments from Friends of Elizabeth Way and CamCycle contained at Appendix A to these minutes. The Committee also received comments from Mr Alexander Nix who spoke in support of the TRO to allow access for powered 2 wheeled (PTWs), and zero-emission vehicles access to the bus lane. Mr Nix highlighted studies demonstrating the environmental and safety benefits of such vehicles. PTWs took up less road space, required less parking space and were lighter and therefore had less impact on road infrastructure. They provided an opportunity to reduce emissions as they were less polluting than cars and provided a cheap and accessible transport mode for citizens and could bridge a gap where walking and cycling was not practical and public transport was not in place. Many other local authorities allowed PTWs access to bus lanes including across London, Brighton, West Midlands and Northamptonshire. Mr Nix also highlighted the issues surrounding electric scooters that were not regulated. Commenting further Mr Nix, expressed the view that collating zero emission vehicles and PTWs was a mistake. Only 4 respondents to the consultation objected to PTW access and 5 respondents supported PTW access. Furthermore, the officer recommendation was based on negative feedback about zero emission vehicles, rather than PTWs. Motorcycle users were also vulnerable road users. Concluding, Mr Nix drew attention to the positive benefits of PTWs and why they should be allowed access to bus lanes.

During discussion of the report:

-    A question was raised regarding the frequency of buses using the bus lane as only 2 were recorded during the survey that appeared inordinately low. Officers explained that the route had been significantly reduced / altered due to the COVID-19 pandemic.

-    A Member noted and understood the concerns raised regarding electric vehicles and motorcycles.   Electric scooters, presented a national issue as they were effectively unregulated and used in the wrong place represented a danger. Continuing, the Member was minded to supporting option c) but desired further discussion on how all road users could be accommodated safely in bus lanes.

-    A Member commented that the pavements were sufficiently wide and accommodated for dual use between cyclists and pedestrians.

-    Highlighted the importance of keeping a watching brief on PTWs, however, there was an overriding importance to keeping the flow of busses continuous and unhindered.

-    A Member commented that there were two separate issues. One relating specifically to Elizabeth Way and the other was the use of bus lanes in Cambridge more widely.

There were clear arguments that they should not be made available for use by zero emission vehicles. However, the arguments for prohibiting PTWs had been less well made. Significantly, there was a valid issue regarding the volume of cycles in Cambridge that therefore made it sensible to allow the experimental traffic order to lapse. Furthermore, the report was unclear on the wider implications for Cambridge if the ETRO was adopted.

It was resolved to:

a) Allow the Experimental Traffic Order to lapse and return the bus lane to previous usage.

b) Inform the objectors and others who submitted written representations of the decision.

91. Objections Relating to Proposed Traffic Regulation Order on Vinery Road and Vinery Way, Cambridge

The Committee received a report that sought a decision on whether the installation of a Pedestrian and Cycle Zone (School Street Scheme) in Vinery Road and Vinery Way, Cambridge to be made permanent.

The Committee received comments from CamCycle (attached at Appendix A) and Cambridge City Councillor Healey. Speaking in support of the proposed pedestrian and cycle zone and on behalf of City Councillor Pounds, Councillor Healey informed the Committee of the difference it has made in terms of school safety. Attention was drawn to the considerable community support for the scheme and Councillor Healey paid tribute to the work of the community in delivering the scheme.

During discussion:

- Attention was drawn to the comments of the local Cambridge City Councillors commenting that many "School Street Schemes" had failed due to a lack of volunteers.

- While supporting the principle of "School Street Schemes" it was important to note that such schemes would not be appropriate everywhere owing to the location of the schools.

- Highlighted the impact on Coldhams Lane and the need to be mindful of the wider area, that would also be relevant for the agenda item regarding Mill Road.

- Drew attention to the March meeting of the Strategy and Resources Committee where the Leader of the Council (Councillor Nethsingha) informed Members that the Joint Administration was carefully reviewing highways funding and encouraged the administration to fund "School Street Schemes" for places where the location of the school made it appropriate.

It was resolved unanimously/ by a majority to:

a) Approve the proposed Pedestrian and Cycle Zone (School Street Scheme) as advertised in Vinery Road & Vinery Way, Cambridge.

b) Inform the objectors accordingly

92. A505 Royston to Granta Park Study

The Committee considered a report providing an update on the progress of the A505 Royston to Granta Park Study, commissioned by Cambridgeshire County Council with funding of £1m provided by the Cambridgeshire and Peterborough Combined Authority. The report proposed to take work forward through to a completed Strategic Outline Business Case.

During the course of discussion:

- The report was welcomed together with the progress the progress of the Working Group.

- It was noted that the A505 was still carried in excess of 28k vehicles a day. A recent incident at the McDonalds roundabout resulted in 10-mile tailbacks. Attention was drawn to the anticipated growth in the area and the urgency of required improvements was emphasised. Commenting further, it was suggested that the Council should not rule out approaching National Highways to allow J9 of the M11 to allow traffic to join northbound and southbound carriageways.

It was resolved majority to:

a) notes the updated position on the A505 Royston to Granta Park study;

b) endorses the County Council's proposal to submit a bid for funding to the Cambridgeshire and Peterborough Combined Authority (CPCA) and to carry out the work set out in this report;

c) delegates the decision to enter into an appropriate Grant Funding Agreement with the CPCA to the Executive Director Place and Economy in consultation with Chair and Vice Chair of this committee; and

d) nominates three members of the committee to sit on the Member Steering Group for the study

93. Greater Cambridge Partnership's Programme for the Review of Mill Road, Cambridge

The Committee considered a report detailing the recommendations of Greater Cambridge Partnership's (GCP) review of Mill Road within the context of its City Access work. The Committee was reminded that the In November last year the Committee requested that the GCP began work and the consultation began in February 2022.

The Committee received comments and questions from CamCycle and Mill Road for People (attached at Appendix A)

The Chair invited representatives from Mill Road Traders Association to address the Committee and began by highlighting the impact of the cost of living and the recovery from the COVID-19 pandemic that had affected business along Mill Road. Attention was drawn to the Greater Cambridge Partnership website that stated it was essential transport was revitalised. Transport was the primary issue, and the closure of Mill Road would prevent people being able to travel easily. While clean air and reducing the carbon footprint was welcome, attention was drawn to the cutting of trees along Mill Road. The closure of Mill Road would cause the loss of community as it would be divided. In conclusion, concern was expressed that 92% of respondents to the consultation identified themselves as white British which was in no way an accurate reflection of the diverse ethnic population of Mill Road.

The Chair invited Cambridge City Councillor Healey to address the Committee. Councillor Healy Cllr Healey noted the recommendation for further consultation. However, residents had made their views clear, and the responses reflected discussions that had taken place with the public. There was a clear need for exemptions to ensure disability access and paid tribute to the work of Councillor Gerri Bird in that area. There was also further work on exemptions needed such as whether zero emissions delivery vehicles could be included. Councillor Healey was of the view that the work on Mill Road should form part of a wider programme to promote active travel and ensure children could travel to school safely. With regard to future consultation, Councillor Healey emphasised the need for inclusivity, and expressed concern that some of the consultation events organised excluded residents due to the timing of the events.

Commenting on the report, Members:

- Noted that it was almost a year since the Committee reached a decision and removed the restriction in place at that time. Commenting further, a Member stated that it was the right decision based on the representations made at that time. It was right to ask the GCP to undertake the work due to the impacts on the wider area. Hope was expressed that a decision would be reached in due course that would meet the needs of the majority and a solution installed that benefited all of Cambridge and not just one area.

- Drew attention to the network hierarchy review that was underway, and the context of that review was important. The responses to the consultation were quite clear in that the community was looking for a broadly similar solution to what was there previously. The impact of traffic on the community was severe, and while the views of traders should be considered, it was not acceptable for the present situation to continue.

- Commented that when the Committee decided to remove the scheme in July 2021, the Committee agreed that it could not take forward the scheme as it was, and something better had to be brought forward. Presented to the Committee was a much better set of representations and it was now possible to move to the next stage and develop a scheme that would work and take account of exemptions.

- Drew attention to traffic coming from the east of the city, the Newmarket Road bus lane consultation and Colhams Lane. There would also be an impact on Cherry Hinton Road and Hills Road. It was essential that modelling took place in order that a solution for Mill Road did not create problems elsewhere. The GCP's aim to improve public transport was essential to encouraging people out of their cars. The impact on residents on either side of the bridge had to be considered together with the impact on businesses. It was essential that there were no leading questions on the TRO. Concern was also expressed that only 5% of respondents to the consultation described themselves as Asian; it was vitally important that the whole community was reached during the consultation and their views considered accordingly.

- Emphasised the importance of improving the public realm, however, it was essential that problems were not created elsewhere.

- Welcomed the consultation and questioned why no Equalities Impact Assessment was contained within the report. Officers explained that an assessment was undertaken under the previous TRO and that a new one would be completed should the Committee approve the recommendations set out in the report.

It was resolved unanimously/ by a majority to:

a) Note the review undertaken by the GCP of Mill Road;

b) Agree to consult on a Traffic Regulation Order (TRO) to reinstate the modal filter on Mill Road;

c) Agree to consult on exemptions to the TRO, including disabled residents and taxis;

d) Agree to work with the Combined Authority and GCP to develop a public realm improvement scheme along Mill Road;

e) Agree to monitor and review traffic levels in surrounding streets should the modal filter on Mill Road be reintroduced; and

f) Continue to work with GCP on the Network Hierarchy Review of the Cambridge road network.

Upon the conclusion of the item, Councillors Dew, Fuller and McGuire left the meeting.

94.   CPCA Local Transport and Connectivity Plan

The Committee received a report detailing the draft Local Transport and Connectivity Plan which sought the delegation of the full technical response to the Cambridgeshire and Peterborough Combined Authority's consultation.

The Committee received comments from CamCycle, attached at Appendix A to these minutes.

During Discussion of the report:

-   A Member drew attention to how Cambridge led in terms of cycling and expressed a vision where the Council was was seen as an exemplar of active travel across the country.

-   Attention was drawn to the HGV working group and welcomed the inclusion of overnight facilities for HGV drivers that was recognised as an issue by the working group.

-   The reference to highway maintenance was welcomed as it was comparatively easy to build a road than to maintain it once constructed.

-   A Member commented that that it was essential that connectivity was a key outcome as an effective transport plan and connectivity could help with isolation, particularly in rural areas.

-   Although an improvement on previous iterations, a Member commented, there were still issues and omissions. For example, there was no reference to national grid capacity that if not address would thwart attempts to introduce electric buses. It was requested that reference be made within the consultation response.

-   Concern was expressed by a Member that there was little reference to the Climate Commission, and it was requested that more be included within the document.

-   Members requested a copy of the draft consultation be circulated to the Committee. ACTION

-   Emphasis was placed by a Member on the different issues facing rural areas when compared to urban areas, linking with earlier comments regarding rural isolation.

-   A Member called for greater coordination with the Combined Authority and a greater strategic vision.

-   It was noted that officers would provide feedback to request that road safety and net zero elements were strengthened within the plan. Transport accounted for 40% of emissions and a target of 2050 for net zero needed to be challenged.

It was resolved to:

a) Considers the draft Local Transport and Connectivity Plan and the key areas of interest arising identified by officers and detailed in section 2 of this report; and

b) Delegates to the Executive Director Place and Economy in consultation with the Chair and Vice Chair the agreement on the Council's Response to the consultation

95. Road Safety Schemes 2022/23

The Committee received a report that sought the approval of the Road Safety Schemes planned to be delivered in 2022-23.

During the course of discussion Members:

- Were mindful of the accidents created by potholes and the disproportionate damage they caused to cyclists. Officers explained that the Highways Operational Standards were being reviewed in terms of active travel.

- Noted that improvements to the A1303 formed part of the previous years budget and were moving forward together with the Swaffham Health scheme that was progressing with regard to land-owner discussions.

- Drew attention to paragraph 2.8 of the report and the iRAP methodology that was used several years ago to assess the route between Chatteris and Ely. It identified £5m of improvements that should be made to the route and only have seen a fraction of that investment made. It was therefore concerning that the same methodology was proposed to be used and it was important not to use a methodology to then implement half the required improvements only. Officers explained that funding prioritisation was necessary owing to the amount of funding available. However, it was important to link wider road safety work such as the network hierarchy review and work with the Combined Authority and move away from implementing schemes on a piecemeal basis.

It was resolved to:

a) To approve the capital programme of Safety schemes for 2022/23 outlined in Appendix A; and

b) To note the schemes being delivered by GCP as set out in Appendix B

96. Traffic Management Update

The Committee considered a report detailing the Traffic Management update and sought approval of the principle of broadening the prioritisation criteria for the 20mph schemes.

During discussion of the report:

-   Greater clarity was sought regarding the funding arrangements as it appeared there was inequity of funding between Fenland District Council and South Cambridgeshire District Council. Officers explained that South Cambridgeshire District Council (SCDC) received funding from the Greater Cambridge Partnership (GCP) and Fenland District Council (FDC) would receive funding from the Cambridgeshire and Peterborough Combined Authority (CPCA). Assurance could not be provided that all district councils would be funded equally as negotiations were ongoing. Presently, funding provided by Cambridgeshire County Council (CCC) was under discussion, however there was no budget allocation made.

-   It was noted that the GCP had offered funding to SCDC based on its proximity to Cambridge City and that SCDC had no car parks of its own. Funding had been offered for an initial 5 years, during which time cost-neutrality was aimed for.

-   A Member commented that funding from the CPCA was received from the Major Towns budget and was to support the capital set-up costs rather than the continued running of the scheme. SCDC were advantaged by having funding for a 5 year period. It was explained that the SCDC scheme would run at a deficit for 5 years that the GPC would cover. After 5 years, SCDC would carry the same risk as the other district councils.

-   Support was expressed for the 20mph schemes and the work of the working group. The removal of the 24mph criteria was welcomed. A Member commented that it was important that the proposed schemes were community driven.

-   It was noted that the work of the Local Highway Initiative working group and the 20mph working group would report back to the Committee for an update.

It was resolved to note the content of the update report and agree to the principle of broadening prioritisation criteria as set out in 2.15

97.   Transport Strategy Update

The Committee received a report detailing an update on the Transport Strategy, including the development of district-based transport strategies for Fenland and Huntingdonshire, progress on the development of an Active travel strategy for Cambridgeshire. The report also set out the proposed timescales for the update of the Transport Strategy for Cambridge, South Cambridgeshire and for East Cambridgeshire and advised the Committee of the 'Making Connections' project carried out by the Grater Cambridge Partnership and the 2022 Transport Investment Plan list.

During the course of discussion, Members:

- Drew attention to transport strategies held by the Greater Cambridge Partnership and East Cambridgeshire District Council and the importance that they were viewed collectively in the round with total alignment between organisations.

- Welcomed the review of the Transport Infrastructure Plan (TIP). The TIP was now mapped on the 'My Cambridgeshire' website which was also welcomed.

- Requested that once the process was completed, a simple document be produced that demonstrated where all the different strategies fit and complemented one another.

It was resolved to:

a) Note progress to date and the next steps for the development of the Fenland, Huntingdonshire and Active Travel strategies;

b) Delegate approval of consultation in autumn 2022 on: - the draft Huntingdonshire Transport Strategy, - the updated draft Fenland and Active Travel Strategies and - the draft actions plans for the three strategies to the Executive Director of Place and Economy in consultation with the Chair and Vice Chair of this committee;

c) Note the proposed timescales for the update of the Transport Strategy for Cambridge and South Cambridgeshire, and the Transport Strategy for East Cambridgeshire;

d) Note the Greater Cambridge Partnership Executive Board's will be reviewing next steps for the city access project in September, following the Making Connections consultation, which may include a recommendation to undertake consultation on proposals for transforming public transport, cycling and walking and reducing pollution and congestion;

e) Endorse this consultation, if agreed by the GCP Executive Board being undertaken by the GCP on behalf of the County Council; and

f) Note the updated Transport Investment Plan list.

98. Finance Monitoring Report – May 2022/23

The Committee received a report detailing the May 2022/23 financial position. Since 2022/23 BP was agreed a budget reset was done to change revenue budget. The presenting officer highlighted one forecast pressure relating to temporary fencing along the guided busway.

During discussion, Members:

- Confirmed that the Swaffham Health Cross Roads improvements scheme remained within the capital programme.

- Attention was drawn to a Local Highway Initiative listed as Sutton Road, Leverington Common. It should relate to Leverington Common only and it was requested that this be changed for future iterations of the report.

- Sought an update regarding the recruitment of interim staff that had been previously approved by the Committee. Officers explained that recruitment was progressing, and appointments had been made and backlogs were being addressed. The Committee was advised that a report would be presented in the future that would update more fully.

- Attention was drawn to the increasing costs for streetlighting given the inflation of energy prices and a Member requested an update be circulated on the LED lamp replacement programme. **ACTION**

It was resolved unanimously/ by a majority to:

a) Review, note and comment upon the report, and

b) Agree to accept the two Highways grants and agree to spend them as proposed within the report.

99. Finance Monitoring Report – Outturn 2021/22

The Committee received a report detailing the 2021/22 financial outturn position.

It was resolved to review, note, and comment upon the report.

100. Highways and Transport Committee Agenda Plan and Training Plan and Appointments to Outside Bodies and Internal Advisory Groups and Panels

The Committee received a report that sought a decision regarding the Committee's agenda plan, and appointments to Outside Bodies and Internal Advisory Groups and Panels, and the appointment of Member Champions to lead on specific subject areas.

The Wisbech Access Strategy Group has 2 Members listed when in fact it should be 3 and Councillor King to be added.

It was resolved unanimously/ by a majority to:

a) review its agenda plan attached at Appendix 1;

b) review the appointments to outside bodies as detailed in Appendix 2;

c) review the appointments to Internal Advisory Groups and Panels as detailed in Appendix 3; and

d) note the appointment of Member Champions for Non-Motorised Users.

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Chair
July 2022

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PETITIONS AND PUBLIC QUESTIONS

No.	Question / Comments from:	Item	
1.	CamCycle	A10 to Ely and A141 and St Ives Improvements	Camcycle welcomes the emphasis on an Outline Business Case for the A10 project which addresses the needs of all users, including cyclists, pedestrians, disabled people, equestrians and public transport users. We agree that all schemes should be designed in line with both the government standards set out in LTN 1/20 and local and national climate targets. We note that the need for a safe active travel route from Ely to Cambridge is continually raised with us at public events, including recently at our stall supporting the Vision Zero Road Safety Day in Cambridge. Too many people are put off cycling and walking between destinations along the A10 due to concerns about safety. We support the recommendation for the establishment of a Member Working Group to bring together stakeholders including community groups. – Can the committee confirm that groups including Camcycle, Ely Cycling Campaign and Milton Cycling Campaign will be included in this group? What is the timeline for the first meeting of the Member Working Group? – Will the Lifecycle Carbon Assessment that is to be applied to this project be rolled out to all highways schemes across the county?
			Response: - The Member Working Groups referred to in the Committee report are for Members of the County Council and Members of the District Councils. These Member Working Groups will be able to determine following advice from officers the appropriate engagement with all community groups. The timeline for the first meetings will be decided when the Member Working Groups are formed. Engagement with key stakeholders will take place during the OBC development process for both schemes. **The Lifecycle Carbon Assessment process is being developed in these two schemes. The further roll out of this process to other schemes is too early to confirm at this time.**

No.	Question / Comments from:	Item	Question
			However, the general principle of requiring scheme development to include a Lifecycle Carbon Assessment of some form in other schemes is anticipated.
2.	Cllr Copely	Residents' Parking schemes	One of the objectives of this scheme is: "Promotes the use of public and more sustainable modes of transport including walking and cycling" which I fully support. One aspect of parking which has a direct impact on the above objective, and which is not featured in this report, is that of pavement parking. It is a problem all over the city, and one I see regularly in Abbey Ward. Without a comprehensive ban from Cambridgeshire County Council, this is proving impossible to prevent between the Police and the Parking Enforcement Team. It is a huge problem which causing obstruction to pavements and makes it unsafe for most pavement users but in particular for children. It also makes pavements completely impassible for those who use mobility aids. It is also possible that were a resident's parking scheme to come into place, that this would encourage pavement parking even further, which would, as now, be practically unenforceable. My questions are as follows: a) As part of your review of parking throughout the city in conjunction with the GCP, will you include the problem of pavement parking, and specifically bring forward a comprehensive ban of pavement parking to the City of Cambridge alongside any proposed changes? b) Please would you ensure as a priority that e-scooters are included as part of the "Rebalancing streets to reflect wider range of uses" ie, that spaces for e-scooter storage (within docking stations /

No.	Question / Comments from:	Item	
			racks) are included as part of the rebalancing streets proposal, as they are a second eminently fixable cause of pavement clutter.
			Response: a) This review of resident parking schemes permits is not specifically looking at pavement parking however pavement parking is an issue that is being considered by GCP as part of the implementation of new residents parking schemes. Enforcement of pavement parking is being investigating by Members. b) The e scooter trial is currently being evaluated and wider roll out including storage will be considered as part of the evaluation.
No.	**Question / Comments from:**	**Item**	**Question:**
3.	Cambridge Living Streets	Residents' Parking schemes	The strategy for residents parking wisely considers the needs for provision for "car club bays, EV charging points, cycle hangers, cargo bike parking / hire schemes, pocket parks and parklets." but does not explicitly state that parking for cycles, cargo bikes and especially eScooters as well as installations of EV charging points should be on road, to ensure footway clutter is not increased by the measures suggested. These provisions may limit the number of parking bays but this scheme should explicitly acknowledge the needs of all users and the risk of increased pavement clutter could greatly undermine its benefits. In addition, inadequate consideration is given to the possibility that displacement of non-permit holders leads to an increase in pavement parking. It is possible this may only be addressed by properly funding enforcement. Will this committee ensure that proper provision is made for on road parking of cycles and eScooters and that EV charging points are not permitted to occupy pavement space? Will it also examine whether additional funding is needed for enforcement to address the potential for unintended consequences such as parking on pavements?

No.	Question / Comments from:	Item	Question/Comments:
			Response: the design of new residents parking schemes will be developed by GCP.
No.	**Question / Comments from:**	**Item**	**Question/Comments:**
4.	CamCycle	Residents' Parking schemes	Camcycle very much welcomes this report. The lack of an integrated policy on parking has long been a blocker to a wide range of sustainable transport initiatives. Removing the need for 50% of residents to support Residents' Parking Schemes through a formal consultation means that (as stated in the GCP report) small numbers of residents will no longer have an unusual veto power which can affect transport policy for the whole city. It's time to move to a more holistic approach which recognises the impact parking has on local authorities' wider transport, health, pollution and climate change goals. This should be recognised in point 4.8.2: reducing parking frees up space for more sustainable modes of transport so definitely has positive implications for low-carbon transport.
			– We would like to ask the committee to approve the Cambridge Delivery Plan so that the Resident Parking Scheme programme can be restarted as soon as possible with the corresponding benefits seen across the city.
			– We ask the committee to include additional and much-needed cycle parking as part of this delivery plan so that a more holistic concept of parking is implemented. Will the council commit to this?
			Response: **No formal response required**
No	**Question / Comments from:**	**Item**	**Question:**

5.	Friends of Elizabeth Way	Elizabeth Way TRO	Friends of Elizabeth Way is a campaign group of local residents who are seeking to improve Elizabeth Way. Our group supports the officer's recommendation that the trial of ZEVs and motorcycles on the Elizabeth Way bus lane should be abandoned.
			The County Council's traffic surveys of the Elizabeth Way bus lane show that there is a high level of use by bicycles. Indeed, Elizabeth Way is a key route for active travel in the city. However, for most of its length, Elizabeth Way does not cater for vulnerable road users. Priority has been given to motor vehicles.
			In order to shift the emphasis to encourage more active travel in the city, there are a number of steps that should be taken: • Provide segregated cycle lanes for the entire length of Elizabeth Way, in both directions • Remove sections of dual carriageway, making it a single-lane road for motor vehicles • Reduce the speed limit to 20mph • Introduce speed cameras along the length of the road
			Will the County Council undertake to allocate funds to provide segregated cycle lanes in both directions on Elizabeth Way, for the entire length of the road? We suggest this would best be achieved by reallocating road space, reducing the road to one lane in each direction for motor traffic. Temporary pre-formed separators (made from rubber or recycled plastic) would offer a fast way to introduce this much needed change, pending a more permanent redesign of the road to prioritise active travel.
			We look forward to hearing from you regarding timings.

No	Question / Comments from:	Item:	Question/Comments:
			Response: We welcome the positive suggestions. There are no funds currently allocated to develop the scheme, but it is something that may be considered by GCP as part of the Eastern Access Study or included as part of a future bid for Active Travel Tranche 4 by the Active Travel team.
No	Question / Comments from:	Item:	Question/Comments:
6.	CamCycle	Elizabeth Way TRO	Camcycle supports the officer recommendation to abandon the trial of EVs in bus lanes, both on Elizabeth Way and across the county as a whole. In the emerging Manual for Streets user hierarchy, fully electric zero emission vehicles are considered second to last, only above combustion engine vehicles, and local policies should reflect this. Both types of vehicle also present an equal danger to cyclists. The RAC supported our objection to these lanes with spokesman Rod Dennis saying that the trial "serves to undermine the very purpose of a bus and cycle lane." Given the high level of use by cycles (including e-bikes) of the Elizabeth Way lane and the current lack of bus routes on the bridge, we believe the Active Travel tranche 2 scheme for a bidirectional cycle link between St Andrew's Road and Newmarket Road should be installed as soon as possible to enable the uptake in active travel journeys the county council would like to see. A recommendation for funding for this will be sought at the Combined Authority's Transport & Infrastructure Committee tomorrow. Can the county council tell us when this active travel trial would commence, should the funding be agreed at the next Combined Authority board meeting?
			Response: We welcome the positive suggestions. There are no funds currently allocated to develop the scheme but it is something that may be considered by GCP as part of the Eastern Access Study or included as part of a future bid for Active Travel Tranche 4 by the Active Travel team.
7.	Question / Comments from:	Item:	Question/Comments:

	Alexander Nix	Elizabeth Way TRO	I would like to speak in order to make the case for extending and widening access to bus lanes for motorcycles and PTWs. This is because they are a sustainable mode of transport that can play a key role in modal shift to reduce congestion and pollution. (refer to minutes for further details)
			Response: None required
8.	**Question / Comments from:**	**Item:**	**Question/Comments:**
	Cllr Pounds	Vinery Way TRO	Comments only
			Response: None required
9.	**Question / Comments from:**	**Item:**	**Question/Comments:**
	Cllr Healy	Vinery Way TRO	Comments only
			Response: None required
10.	**Question / Comments from:**	**Item:**	**Question/Comments:**
	CamCycle	Vinery Way TRO	We support the recommendations to make the School Street on Vinery Road permanent. The additional proposal for a physical modal filter in this location will make the implementation of this school street more sustainable in the long term as it will reduce the number of entry points that will need to be monitored by volunteers and will make the road safer at all times of day. Can the county council confirm when this modal filter will be installed?

			Many other schools will not have the benefit of a permanent modal filter and we know that schools struggle to get the commitment of volunteers to monitor the school streets. The use of ANPR cameras will make it possible for more schools to introduce school streets to keep their students safe and encourage healthier journeys. However, it appears that this will not be possible in Cambridgeshire as the county council has, apparently, not yet applied to the Secretary of State for an order designating all or part of their network as a civil enforcement area for moving traffic contraventions. In order to ensure school streets can be maintained and replicated across the county, will the Highway Authority apply for these powers so that we can move towards delivering such schemes with the use of ANPR cameras, making it possible for more students and their families to benefit from School Streets programmes?
			Response: Officers are gathering information and will be preparing a report to go to H&T committee later this year with a proposal for an application to the Secretary of State for moving traffic enforcement powers.
10.	Question / Comments from	Item:	**Question/Comments:**
	Mill Road for People	Mill Road	What are your plans for further consultation from this point, and what timescale do you hope to have? Given that 72% of respondents explicitly backed the return of traffic restrictions on Mill Road bridge, can you confirm that a TRO for this measure can be put in place immediately, without waiting for the whole Mill Road plan to be finalised? As we have explained in our statement, we want to see changes to Mill Road carried out in an ambitious manner to provide a model for future low-traffic streets. What funding streams are available to make sure the clear wishes of residents are carried out? In particular, we learned some months ago that there has been significant underspend of the Combined Authority's 'Transforming Cities Fund'. It was suggested that some of that money could be spent on Mill Road and Coldham's Lane. Mill Road for People contacted the mayor, Nik Johnson, about this, and were told that this could be considered once the consultation results were available.

			Can you confirm that this will now be urgently and energetically taken forward so that we don't lose what could be an amazing opportunity. Can you confirm that any measures put in place as a result of this consultation will make sure not to disadvantage residents in any part of Mill Road and the adjoining streets? In particular, we are concerned about potential rat-running through Petersfield streets such as Tenison Road which occurred during the previous restrictions.
			Timings: If H&T approves, the Traffic Regulation Order application will be worked up following H&T. The TRO process includes formal consultation. Officers are working on the practicalities of enforcement, though the intention is to move to consultation as quickly as possible. And if the TRO is ultimately approved, to implement upon approval. Funding: The County is exploring funding opportunities, with the GCP and with CPCA – We have identified the potential surrounding Transforming Cities Funding and are engaging with the CPCA on this. Surrounding Streets: The proposals would be introduced in a form that is considerate of wider impacts. It would be supported by monitoring of the surrounding network to help manage any unintended consequences.
11.	**Question / Comments from**	**Item:**	**Question/Comments:**
	Mill Road Traders	Mill Road	Not received believe to be comments only
			Response: None required
12.	**Question / Comments from**	**Item:**	**Question/Comments:**
	Cllr Healy	Mill Road	Comments only

			Response:
			None required
13.	Question / Comments from	Item:	**Question/Comments:**

	CamCycle	Mill Road	We are very pleased to see the results of the Mill Road consultation and urge the Highways Committee to proceed with the officers' recommendations to consult on the Traffic Regulation Order to reinstate the popular Mill Road modal filter. Clear public support has been undoubtedly demonstrated now. This needs to be followed with a clear statement of intent that a scheme will definitely happen - all future communications should be based on how this scheme will proceed, not whether. **We support all of the recommendations but would like to know how soon the county will be prepared to install the modal filter?**
			
			To support this filter, a proper streetscape for Mill Road is important. There will need to be cycle parking, seating, dedicated blue badge spaces, short-stay shopper parking, wider pavements, relocation of street furniture like cycle parking off the pavement and onto road space, improved street space for trading (like parklets) and pavement continuity at sideroads (something that the Mill Road Traders advocated for in their recent presentation as well). A modal filter on its own, without these enhancements, would undermine support for the change, and these improvements would help reassure traders of the county's intention to get more people visiting and stopping on the street.
			
			   – Will the county commit to these improvements?
			   – Will street improvement works be developed alongside the TRO consultation to avoid unnecessary delay?
			   – Do you agree that the GCP should work with local residents and groups on scheme detail, rather than producing a design in isolation?

			Response: Subject to H&T approval the County would launch a formal TRO consultation. If that process concludes with an approval, then we would seek to introduce the modal filter asap.

			Street improvement works will be developed alongside the TRO consultation. The County is presently working with CPCA/GCP to identify funding and to scope the work. Designs will not be produced in isolation.
14.	Question / Comments from	Item:	Question/Comments:
	CamCycle	CPCA LTCP	We urge the Highways Committee to push the Combined Authority to do a better job on the Local Transport and Connectivity Plan. This draft plan is disappointing and falls well behind the leading work from other local authorities. This plan is not the rewrite that was promised last summer but a slightly modified rehash of what went before. It is still written from a vehicular perspective which shows a fundamental structural problem. Camcycle understands that any future Local Transport Plans will be required to include an integrated cycling and walking strategy, an integrated bus strategy, emissions reduction targets and timeline. This has not been adequately done in the LTCP, putting future funding at risk. – What will the county council do to ensure that best-practice approaches are applied to our transport plans and are compatible with future DfT guidance? - Will the county include more specific targets in each region, such as doubling cycling (measured in total number of cycling trips) which is one of the objectives of the second cycling and walking investment strategy?
			Response: The County Council is working with the Combined Authority to ensure that the Local Transport and Connectivity Plan is as robust as possible. It is likely that the new LTP guidance, when published will include new requirements of transport authorities and the Combined Authority will need to consider these as it moves towards adoption of its new plan. The Council will seek to support the Combined Authority in addressing new and best practice approaches consistent with the new LTP guidance when published.

			The council shares the desire to achieve challenging emissions targets and would wish to see alignment between the Council's own target to achieve net zero emissions by 2045 from the LTCP. The Council will be seeking to set specific targets in its strategies.

HIGHWAYS AND TRANSPORT POLICY AND SERVICE COMMITTEE ACTION LOG

This action log as at 5th September 2022 captures the actions on service actions within the remit of this Committee including that are still ongoing on going from the former Highways and Community Infrastructure Committee. This log updates Members on the progress on the compliance in delivering the necessary actions.

Minutes of Highways and Community Infrastructure Committee 16th January 2018					
Minute number	Item title	Responsible officer(s)	Action	Comments	Completed
??	Process and position on recovery of costs where the council cuts back vegetation, trees and hedges that are causing a nuisance, hazard or obstruction to highway users.	Jon Munslow	Provide a report to committee members outlining the process and position for the recovery of costs incurred when cutting back private vegetation overhanging the highway.	Briefing note drafted and shared with CVC to be agreed prior to circulation to H&T Committee members	In Progress

45.	Minutes and Action Log – Skanska Enhanced Pothole Repair Service	Jon Munslow	Discuss with Milestone the feasibility of offering an enhanced pothole repair service. This was raised again at the Highways and Transport Committee on 15th September	Officers are reviewing the Dragon Patcher system as part of a wider review of how we deal with potholes. Intention is to provide a briefing to Highways Improvement Board on our potholes repair approach in the summer.	In Progress

Minutes of Highways and Transport Committee 19th January 2021					
66.	Cambridgeshire County Council Commuted Sum Proposals	Jon Munslow	Final consultation document to be circulated to committee Members, who could then comment accordingly. Action required.	Following discussion with the Chair the proposals are being developed into a draft "Commuted Sum Policy" by an officer working group, to be shared with Members of the committee in July prior to undertaking a formal consultation process Work on developing draft policy at an advanced stage, consultation document will be shared with H&T members as soon as possible	Ongoing

Minutes of Highways and Transport Committee 22 June 2021					
Minute number	Item title	Responsible officer(s)	Action	Comments	
5.	Minutes Action Log	Alex Deans	Member highlighted highways planning guidance for making walking and cycling the most attractive option. It was requested that it be added to the Action Log	A Public Rights Of Way & Non Motorised User Routes Design Guide committee report was presented to committee on 7 December 2021 It was agreed that a Draft Design Guide would be developed and a consultation would take place with stakeholders, scheme promoters, developers and user groups. It is intended that this consultation will take place in the Autumn 2022 Proposed agenda item for December Committee	Ongoing
8.	A428 Black Cat to Caxton Gibbet Development Consent Order Update	David Allatt	Requested that officers discussed with the relevant Bedfordshire Councils the possibility of a dedicated HGV route that would serve the proposed developments at	This was discussed at regional traffic managers meeting on Friday 3 September and views were fed into the examination as required	Ongoing

| | | | Wyboston | 9/2/22
An update has been requested from Beds Borough council regarding any feedback they have had relating to their representation. The update will be shared when available.
We continue to chase Beds Borough Council regarding any feedback they have had relating to their representation but have received no feedback to date.

The A428 examination has concluded. We expect to hear from the Secretary of State in the Autumn. | |

Minutes of Highways and Transport Committee 25th January 2022					
73	A428 Development Consent Order Position Review	Gareth Blackett	Requested an update for the local access forum taking place in February.	Local Access Forum has been brought forward to 8//2/22. Officers were provided a verbal update and further material was circulated.	Ongoing

Minutes of Highways and Transport Committee 12 July 2022					
Minute number	Item title	Responsible officer(s)	Action	Comments	
94.	CPCA Local Transport Connectivity Plan	Jeremy Smith	Share draft response with the Committee	Draft response shared with Committee via email prior to submission	Complete

98.	Finance Monitoring Report – May 2022	Jon Munslow	Members requested a progress update on the LED streetlighting replacement programme.	A progress update is being prepared.	Ongoing
96	20mph Schemes	David Allatt	Members requested sight of the advanced schemes mentioned in paragraph 2.1 of the report.	These have been circulated to members of the Committee	Complete

Cashless parking solution procurement

To:	Highways and Transport Committee
Meeting Date:	13th September 2022
From:	Steve Cox - Executive Director, Place and Sustainability
Electoral division(s):	Cambridge City
Key decision:	Yes
Forward Plan ref:	2022/077
Outcome:	To consider authorising to procure a cashless parking solution and delegate the authority to award the contract following a full procurement process.
Recommendation:	The Highways and Transport Committee is recommended to a) Authorise Cambridgeshire County Council (CCC) to commence the procurement for the cashless parking solution for a term of two years from April 2023 with an option to extend for up to two years, and b) Delegate the authority to the Director of Highways and Transport, in consultation with the Chair and Vice Chair of the Highways and Transport Committee, to appoint contractors following a competitive process and complete all necessary contractual documents in accordance with Council Procedures.

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Email: philip.hammer@cambridgeshire.gov.uk

Member contacts:
Names: Cllr Alex Beckett / Cllr Neil Shailer
Post: Chair/Vice-Chair
Email: Alex.Beckett@cambridgeshire.gov.uk
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Tel: 01223 706398

1. Background

1.1 The current Cashless Parking Solution contract was awarded to Cobalt Telephone Technologies Limited (RingGo), Justpark Parking Limited, and Sagoss Limited (Mobon) in 2019 and runs out in 2023. This facilitates the ability for pay and display parking users to book, pay for and extend their parking session via mobile phone (calling or texting to a dedicated number), and via an application interface available on all platforms and devices that include the functionality for app-based software.

1.2 This paper is being brought before the Committee due to the value of the contract. Although there will be no costs to the Council it is estimated that potential value to contractors will exceed the £500,000 threshold during the lifetime of the contract which requires Members' approval. Based on reports for Q4 21/22 this is estimated to be worth £470,000, however if current market trends continue as they have been over the current contract period this number is likely to rise and cross the threshold over the four-year period.

1.3 All costs involved with this contract will be met by the service providers with no costs to the Authority. The costs of providing the collection services will be funded from the income collected and charges from services to the public provided by the successful tenderers.

1.4 Since the introduction of multi-vendor cashless parking in 2019 the market usage has increased significantly, now making up ~70% of the market value based on Q1 2022.

1.5 This fits in with the roll out of the digitalisation of parking on which we are working with the Greater Cambridge Partnership (GCP) and districts.

1.6 Cambridgeshire County Council first adopted the multi-vendor approach to cashless parking in April 2019 as the first council to do so. Since then, several other councils around the country have also adopted this approach. Examples of other authorities where this happened include Camden London Borough Council and Bournemouth, Christchurch and Poole Council.

1.7 In addition to other Councils adopting the multivendor approach, there has also been development of a wider ranging DFT sponsored solution known as the National Parking Platform (NPP). The goals of the NPP are much the same as that of multivendor approach, bringing the advantages of a competitive market to the Council and end-users. This is however still in its trial phase. By having a short initial contract duration this presents the Council the flexibility to apply to the NPP if it is deemed to be advantageous at that point.

1.8 The procurement will take the form of a further competition of the Eastern Shires Purchasing Organisation (ESPO) framework 509 Lot 3. It is intended that the associated documentation will be published before the end of year allowing relevant suppliers to submit their responses. The evaluation will then take place in the new year along with the awarding of the contract to enable all relevant provisions to be made before the new contract begins in April 2023

2. Main Issues

2.1 The service provides the enforcement of on street and off-street parking regulations. A significant element of this parking availability comes in the form of pay and display parking.

2.2   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. The way in which this income can be used as in outlined in the Road Traffic Regulations Act 1984, Section 55.

2.3   The objectives of procuring a cashless parking solution are the following:
- Ensure the most effective and efficient way of receiving monies for paid for parking.
- To give the users of pay and display parking alternative methods of making payment.
- It provides a good source of data that can be used for traffic management purposes
- This procurement will help to reduce cash transactions, reducing the need for cash collection and maintenance of on street machines.

2.4   Through the use of providing multiple vendors there are the following potential benefits:
- Offering a wider choice to the motorist, meaning they could already have a compatible app and not need to download additional apps
- In addition to the above by providing multiple vendors this increases the market share availability within Cambridgeshire helping increase usage of this form of transaction and moving away from cash.
- This can drive up digital usage, which can deliver a saving to the Council through a reduction in necessary cash collection and pay and display machine maintenance, additionally through having less money within a machine it reduces the likelihood of theft and consequent machine damage.
- Through having multiple bidders this provides competition for the local market share, can lead to competitive pricing and charging through the life of the contract resulting in potential savings for the public and the Authority.

2.5   Through the duration of the procurement and contract we will continue to work with the GCP on the digitisation of parking data. This will enable both parties' access to high quality information about the usage of our highways and how to better tackle issues when planning future projects.

3.   Alignment with corporate priorities

3.1   Environment and Sustainability

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

• The cashless parking solution forms part of parking management. Management of parking is essential in order to reduce congestion and keep the County moving which contribute towards a growing economy.
• By providing an alternative to the commonly used paper pay and display tickets this cuts down on paper usage and waste.

3.2   Health and Care

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

- Through providing an alternative to the usage of pay and display machines this allows users of assistive technology through their mobile phone and certain other platforms the ability to access the service in a form that suits them.

3.3   Places and Communities

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

- Monies raised through pay and display form part of the wider parking account. As outlined in section 55 of the Road Traffic Regulation act 1984 any surplus must be spent for specific purposes as found in subsection 4, this includes for "the purposes of environmental improvement in the local authority's area".

3.4   Children and Young People

There are no significant implications for this priority.

3.5   Transport

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

• Monies raised through pay and display form part of the wider parking account. As outlined in section 55 of the Road Traffic Regulation act 1984 any surplus must be spent for specific purposes as found in subsection 4, this includes but is not limited to maintenance of the highway.

4.   Significant Implications

4.1   Resource Implications

The following bullet points set out details of significant implications identified by officers:
- All works to be completed by Council Parking officers with support of legal and procurement officers.

4.2   Procurement/Contractual/Council Contract Procedure Rules Implications

The following bullet points set out details of significant implications identified by officers:
- All works to be completed by Council Parking officers with support of legal and procurement officers.

4.3   Statutory, Legal and Risk 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 renew could cause a substantial loss of income to the authority

- 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.

4.4   Equality and Diversity Implications
There are no significant implications within this category. An equality impact assessment   has been completed.4.5 Engagement and Communications Implications
There are no significant implications within this category.
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4.6   Localism and Local Member Involvement
There are no significant implications within this category.

4.7   Public Health Implications
The following bullet points set out details of implications identified by officers:

- The proposed system will help and support the effective parking management and impact on reducing congestion and improving air quality.

4.8   Environment and Climate Change Implications on Priority Areas (

4.8.1   Implication 1: Energy efficient, low carbon buildings.
Positive/neutral/negative Status: **Neutral**
Explanation:

4.8.2   Implication 2: Low carbon transport.
Positive/neutral/negative Status: **Neutral**
Explanation:

4.8.3   Implication 3: Green spaces, peatland, afforestation, habitats and land management.
Positive/neutral/negative Status: **Neutral**
Explanation:

4.8.4   Implication 4: Waste Management and Tackling Plastic Pollution.
Positive/neutral/negative Status: **Neutral**
Explanation:

4.8.5   Implication 5: Water use, availability and management:
Positive/neutral/negative Status: **Neutral**
Explanation:

4.8.6   Implication 6: Air Pollution.
Positive/neutral/negative Status: **Positive**
Explanation: Through forming part of Civil Parking Enforcement local authorities effectively manage and enforce on and off-street parking areas to prevent inconsiderate and obstructive parking which helps to keep traffic moving and reduces vehicle missions.

4.8.7   Implication 7: Resilience of our services and infrastructure, and supporting vulnerable people to cope with climate change.

Positive/neutral/negative Status: **Neutral**
Explanation:

Have the resource implications been cleared by Finance?   Yes
Name of Financial Officer: Sarah Heywood

Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the Head of Procurement?   Yes
Name of Officer: Clare Ellis

Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or LGSS Law? Yes
Name of Legal Officer: Amy Brown

Have the equality and diversity implications been cleared by your EqIA Super User?
Yes
Name of Officer: Elsa Evans

Have any engagement and communication implications been cleared by Communications?
Yes
Name of Officer: Sarah Silk

Have any localism and Local Member involvement issues been cleared by your Service Contact?   Yes
Name of Officer: David Allatt

Have any Public Health implications been cleared by Public Health?
Yes
Name of Officer: Iain Green

If a Key decision, have any Environment and Climate Change implications been cleared by the Climate Change Officer?
Yes
Name of Officer: Emily Bolton

5.   Source documents guidance

5.1   Source documents

- Road Traffic Regulation Act 1984, section 55.

5.2 Location

https://www.legislation.gov.uk/ukpga/1984/27/section/55

Highways Asset Management System Replacement

To:	Highways and Transport Committee
Meeting Date:	13th September 2022
From:	Steve Cox, Executive Director Place and Sustainability
Electoral division(s):	All
Key decision:	No
Forward Plan ref:	N/A
Outcome:	The Highways and Transport Committee is being asked to approve going out to tender for the Highways Asset Management System Replacement. The new system will replace the current Insight system, which is on a rolling annual contract. A fit-for-purpose Highways IT system is critical for continued compliance with statutory duties and obligations for our Highways Services.

The expected outcome is the procurement and implementation of a new system, or systems, that meet the needs of the Highways Service, Members and Residents, together with the introduction of efficiencies within the Service which will enable staff and resources to be deployed more efficiently. |
| Recommendation: | The Highways and Transport Committee is asked to:

a) Agree the specification for a new Highways Asset Management system as outlined within the report.
b) Recommend to Strategy & Resources committee the approval of going out to tender for the new Highways Asset Management system, the cost of which is going to exceed £500,000 over the lifetime of the contract.
c) Recommend to Strategy & Resources Committee that it delegate the decision to award these contract(s) to the Director of Highways and Transport and the Section 151 Officer in consultation with the Chair & Vice Chair of the Highways and Transport Committee. |

Officer contact:
Name: Sue Procter, Jon Munslow and Chris Stromberg
Post: Director of Highways & Transport, Assistant Director of Highway Maintenance and Head of Business & Digital Systems

Member contacts:
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1.   Background

1.1   The management and maintenance of the Cambridgeshire Highways Network requires the service to hold, manipulate and use a wide range of information. To efficiently and effectively manage the information a specialist IT system is required. The current system Insight no longer provides the functionality or capability to support the required service delivery.

1.2   The new Highways Asset Management System will enable the service; to effectively manage the day-to-day interactions and transactions that ensure the highway is maintained in a safe condition; respond to public, Town & Parish Council and Member enquiries with relevant and timely information; support the management of works and works programmed through detailed Asset inventory and condition data. The new system will support performance management of the service by enabling in-depth analysis and reporting of data to inform KPIs, and operational and strategic decision making.

1.3   The new Highways Asset Management System will enable mobile working 'in the field' which will support more efficient working practice and use of staff resources. Mobile working reduces the need to come into an office/desk to manage reports from site as they come in, removes the need to make notes and add to the system later, and allows new work to be raised directly from site, improving accuracy, reducing manual operations, reducing the time taken to respond to an issue and reducing travel.

1.4   The new Highways Asset Management system will be capable of directly sharing information and' talking to' other core council and Delivery Partner systems such as our financial system and the Milestone Causeway works management system. This will support efficiencies in works ordering, customer feedback and financial management.

1.5   The new system will be supplier hosted 'in the cloud' removing the need for Council IT staff to directly manage the system. Cloud hosting provides additional business continuity resilience for the service (generally, services are run from two or more data centres, meaning if one is unavailable another will deliver the system) and, as the supplier will manage upgrades, will ensure the council has the latest version at all times.

2.   Main Issues

2.1   The currently used Insight system is outdated in its architecture which limits its usability and effectiveness as a management tool.
The public facing Report It tool has limited reporting and feedback functionality.
The current system has a mobile working solution, but it doesn't run on common mobile platforms (iOS or Android) requiring us to use more expensive and less intuitive Windows tablets. This results in the mobile solution being less used, further resulting in double handling of information by staff and many paper/email reliant processes that are inefficient and lead to information loss creating delays when responding to issues.
The current system does not provide all of the required activities within the service to meet all service needs. To meet those needs the service uses a number of other systems, such as KarbonTech for drainage.
The current system uses a number of workarounds to help comply with NEC Contract Management.

2.2   The Insight system is locally hosted on the council's own servers. This requires high levels of staff resources to maintain the infrastructure supporting the system and is not in line with the IT Strategy to move most line of business systems to the cloud.

2.3   The software is used under a annual rolling contract with Symology. The contract renewal date is 1st April annually.

3.   Recommended Approach

3.1   The intention is to go out to tender in October 2022 to appoint a supplier for the new Highways Asset Management system by January 2023. Commencing implementation by April 2023.

3.2   Implementation will be in phases and is likely to take around 1 year to fully complete. Work is currently going on with the Highways Service to redefine processes and procedures to enable us to implement quickly and maximise the benefits of using the new system.

3.3   Resource within IT and the Highways Service is being planned and allocated to ensure implementation is fully supported and progresses as required.

3.4   Work to determine the requirements of the new Highways Asset Management system commenced in 2021. Specification development has involved;

- Highways and internal partner team workshops.
- Informal supplier engagement to understand the market
- Discussion with other Local Highway Authority Clients
- Discussion at Highways Improvement Board
- Inclusion of information from Town and Parish Council, staff and Member consultation as part of the Local Highways Officer Review project.
- Highways and Transportation Committee Member workshop on 21st July 2022 to ensure customer and member requirements are fully understood
- Formal soft market testing exercise.

3.5   The member workshop highlighted a number of key requirements that will be included in the new system;

- The new system should remove the need for entering data more than once.
- The new system needs to integrate with external systems and integrate with our internal systems/suppliers. These integrations need to be live to ensure current data is used by all.
- It should be possible to drill down into the information presented as some users will want more detailed information on reported issues. It is suggested that the information is available on three levels;

    - One for highways team - as day-to-day work.
    - One for residents - resident report a pothole – interaction for residents with more information - avoid potholes being reported numerous times.
    - One for members - where they can self-serve for more information, rather than contacting the officer for details.

- Members and Residents should be able to report issues and obtain updates via a portal. Issues that don't meet the Intervention criteria for an urgent response should be updated with the target date for any necessary repair work or a comment included explaining why no action is planned to be taken.
- Information on planned maintenance and future works should be available via the portal.
- Town and Parish Councils should have access to the system to allow them to report issues on residents' behalf and to obtain updates that they can communicate back.
- County Councillors will be involved in demonstrations of potential systems to ensure any system meets their needs.
- System should integrate with Google Maps, Streetview and 'What Three Words'.

3.6 Soft market testing and market information indicates that there are around 7 specialist highways asset management system providers with 4 main suppliers in the UK market.

3.7 The specification has been written as an outcome specification to enable us to ensure potential suppliers shape and configure their systems to achieve best fit for us.

3.8 The new system(s) will be procured to facilitate information sharing; to remove manual data entry; to improve data quality; and to provide effective electronic communications within the Highways service, with residents and others working in and with Highways Services. The introduction of self-service, automation and the ability to pass work onto others within and across services, will reduce the administrative burden on staff.

3.9 Through the procurement of this system(s), a financial review and cost analysis will be undertaken to ensure accurate costings and spend are reported to Officer Capital Programme Board.

4. Design and Cost

4.1 The ambition for the future is to have a system that can provide efficient access to the data required to maintain the counties highways. The new system will provide improved management information reports. The new system will substantially increase our ability to engage and feedback to customers. It is intended that the new system will be provided as a Software as a Service solution. This will remove the need for locally hosted servers, reducing the server footprint in the data centre in line with the IT Strategy, ultimately providing a cost saving and reduction in carbon footprint.

4.2 Overall, the Highways Asset Management Systems replacement project will address the inadequacies and complexities of the current system, improving our ability to efficiently and effectively maintain the County's highways.

4.3 Following a review of all the information flows in the Highways Service there is a strong case to ensure that the IT systems used are not only robust and efficient but integrated to allow sharing of relevant information within the Highways service and with partner organisations.

4.4 Working with colleagues in Procurement and Legal we have identified that full competitive tender is the best approach to ensure regulatory compliance, value for money and a high-quality product for the Local Authority. A 'soft market test', to identify the ability of the market to meet our needs, confirmed that multiple suppliers exist who can supply a suitable product. Preparatory work has taken place on the business and technical specifications for this award

so we are confident that it can be achieved in the timeframe proposed by the programme.

4.5   The detailed costs and anticipated savings are to be determined, as we have yet to complete the procurement exercise. We have, through investigation of the market, estimated outline costs based on responses from two of the companies that responded to the Soft Market Testing

Implementation costs (Capital)

Type	Cost
Set up and configuration	£200,000
Internal Resource (incl. Data Engineers)	£200,000
New hardware (mobiles/tablets)	£100,000
Total	£500,000

Annual costs (Revenue)

Type	Cost
Highways Asset Management Software	£200,000
Customer Portal	£50,000
Total (estimated 7 year term)	£1,750,000

Procurement will be by full tender and include presentation of customer facing system to Members.

Provisional timeline
October 2022 – Publish Tender
November – Tender returns
December – Supplier presentations to Members.
December – Tender Evaluations
January 2023 – Award Decision by Director Highways and Transport and s151 Officer in consultation with Chair and Vice Chair H&T Committee
February – Commence implementation
Implementation in 2023/24.

5.   Alignment with corporate priorities

5.1   Environment and Sustainability
The following bullet points set out details of implications identified by officers:
- Increased opportunity for self-service through secure on-line portals helping to provide Councillors residents with the ability to report highways issues and obtain information on the reported issues
- Reducing the production of paper

5.2   Health and Care

There are no significant implications for this priority.

5.3   Places and Communities

The following bullet points set out details of implications identified by officers:
- o   Improved ability for Councillors and residents to find the information they need easily and in a format that suits them best
- o   Higher quality data being shared between services that will benefit everyone

5.4   Children and Young People

There are no significant implications for this priority.

5.5   Transport

There are no significant implications for this priority.

6.   Significant Implications

6.1   Resource Implications

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

- Estimated Capital and revenue costs for Cambridgeshire County Council: shown in Point 4.5 above
- Delivering value for money: Increased efficiency and effectiveness in the delivery of services. Positive impact on Local Authority performance. Improved compliance with statutory duties.

6.2   Procurement/Contractual/Council Contract Procedure Rules Implications

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

- Please refer to section 2. All IT systems purchased by the programme have or will go through a full tender process supported by the procurement and legal teams already attending its governance boards to ensure all council procedure and contract rules are followed.
- We will be including Social Value criteria as part of the evaluation process with a weighting to be determined.
- The procurement will not be broken into lots, as we will be looking for a single provider. All businesses will be able to submit a bid as appropriate.

6.3   Statutory, Legal and Risk Implications

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

- Please refer to section 2. For compliance with statutory duties and regulations it is essential for the authority to share, manage and maintain data and information related to provision of Highways services
- Were the authority to cease to use the current system and fail to replace it, there would be risks of reputational damage.

- There would be risks of GDPR non-compliance and an increased risk of data breaches in the absence of a robust system.
- Without an effective system, there would be an increased risk of staff turnover due to frustration over a lack of accurate information and the requirement to check data multiple times.
- There are risks of financial loss through manual errors in financial data entry were there not to be a well-designed system in place.

6.4   Equality and Diversity Implications

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

- The aim of the new system(s) is to provide improved access to services by all communities particularly its use of portals enabling people to self-serve and to increase access to specific communities, including but not limited to: disabled people, those with Special Educational Needs, travellers, health partners, parents, carers and young people. The service will, however, retain the option for postal communications and telephone enquiries and reports via the Customer Access Service.

6.5   Engagement and Communications Implications

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

- The system will provide improved communication with residents and partner organisations involved in the delivery of Highways services. Residents will be able to report issues via a portal, they will also be able to obtain updates on issues they have reported from the portal. Information will be able to be exchanged digitally with partner organisations, this will improve performance and reduce the potential for errors that can occur when information is entered more than once,
- Improved timeliness of information exchanged with partner organisations will improve statutory compliance and help with intervention where this is required.
- Officers will have access to robust and current data when dealing with service planning and enquiries

6.6   Localism and Local Member Involvement

Members of the Highways and Transport Committee have been briefed on the objectives of the project. Members have been consulted on the particular requirements of themselves and their residents. Members will be kept informed of the progress of the project and any decisions made regarding the system to be selected and implemented.

6.7   Public Health Implications

There are no significant implications within this category.

6.8   Environment and Climate Change Implications on Priority Area

All projects within this programme will complete a climate change impact assessment at each stage.

6.8.1   Implication 1: Energy efficient, low carbon buildings.

Positive/neutral/negative Status: Positive
Explanation: Cloud based providers are aiming to be NetZero and therefore if a replacement is cloud based the implication would be positive.

6.8.2   Implication 2: Low carbon transport.
Positive/neutral/negative Status: Neutral
Explanation: No direct impact

6.8.3   Implication 3: Green spaces, peatland, afforestation, habitats and land management.
Positive/neutral/negative Status: Neutral
Explanation: No direct impact

6.8.4   Implication 4: Waste Management and Tackling Plastic Pollution.
Positive/neutral/negative Status: Neutral
Explanation: No direct impact, should the services be moved to a cloud-based solution there won't be any new equipment and therefore there would be no plastic used, generated or wasted.

6.8.5   Implication 5: Water use, availability and management:
Positive/neutral/negative Status: Neutral
Explanation: No direct impact

6.8.6   Implication 6: Air Pollution.
Positive/neutral/negative Status: Neutral
Explanation: No direct impact

6.8.7   Implication 7: Resilience of our services and infrastructure, and supporting vulnerable people to cope with climate change.
Positive/neutral/negative Status: Neutral
Explanation: No direct impact

Have the resource implications been cleared by Finance? Yes
Name of Financial Officer: Sarah Heywood

Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the Head of Procurement? Yes
Name of Officer: Clare Ellis

Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or LGSS Law? Yes
Name of Legal Officer: Fiona McMillan

Have the equality and diversity implications been cleared by your Service Contact? Yes
Name of Officer: Elsa Evans

Have any engagement and communication implications been cleared by Communications? Yes
Name of Officer: Sarah Silk

Have any localism and Local Member involvement issues been cleared by your Service Contact?   Yes

Name of Officer: Jon Munslow

Have any Public Health implications been cleared by Public Health? Yes
Name of Officer: Iain Green

If a Key decision, have any Environment and Climate Change implications been cleared by the Climate Change Officer? Yes
Name of Officer: Emily Bolton

7.   Source documents guidance

It is a legal requirement for the following to be completed by the report author.

7.1   Source documents

- Appendix 1 - Highways System Requirement Specification v7
- Appendix 2 – Member Workshop Group Minutes
- Appendix 3 - Equality Impact Assessment Form

Key Performance Indicators – Highways and Transport Committee

To: Highways and Transport Committee

Meeting Date: 13th September 2022

From: Steve Cox – Executive Director, Place and Sustainability

Electoral division(s):   All

Key decision: No

Forward Plan ref: Not Applicable

Outcome: The committee receives performance reports at future meeting containing information on agreed indicators

Recommendation: The Committee are asked to:

a) Review and agree the proposed additions to/removals from the Highways and Transport Committee Key Performance Indicators (KPIs) set.

b) Agree proposed Strategic Key Performance Indicators (SKPIs) for Strategy and Resources Committee.

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Tel: 01223 706398

1. Background

1.1 The Council adopted a new Strategic Framework and Performance Management Framework in February 2022, for the financial year 2022/23. The new Performance Management Framework sets out that Policy and Service Committees should:

• Set outcomes and strategy in the areas they oversee
• Select and approve addition and removal of 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

1.2 Following from a paper for the Committee in January 2022, exploring some of the key considerations for performance frameworks, a workshop was held with members of the Committee to discuss possibilities. This paper summarises a proposal of a set of indicators following that workshop, for Committee to discuss and agree.

1.3 If Committee can confirm an agreed list of indicators, these will be presented in quarterly performance reports. There is some development still required to finalise the technical methodology and descriptions for some of these amended indicators, to bring them in line with national comparisons, and so the reporting could be provisionally scheduled to begin from the January 2023 Committee meeting.

2. Main Issues

2.1 Strategy and Resources Committee received a paper on 27 June 2022 which discussed the next steps for developing strategic KPIs for monitoring the performance of the whole Council against corporate priorities.

2.2 Service Directorate Management Teams have been reviewing the Highways and Transport Committee KPI List to ensure that KPIs remain relevant, reliable, clear, fit for use and are balanced.

This work has led to a proposal to:
• remove seven KPIs from the list
• retain one KPI from the list
• retain and develop five KPIs from the list
• add five KPIs previously reported to Environment and Sustainability Committee to the list[1]
• add nine new KPIs to the list

These changes result in a proposed set of 18 indicators to be considered by Committee. The tables below set out the proposal. Members are asked to approve these changes.

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[1] All of these KPIs are recommended additions to support active travel monitoring. It is proposed these KPIs are developed (and potentially combined) to allow for more cohesive monitoring.

PROPOSED INDICATORS		
KPI Number	**KPI Description**	**Officer Recommendation**
Indicator 43	Killed or seriously injured casualties (12 month rolling total)	Retain *Note this links to a council statutory requirement. It is also linked to a key priority of the H&T committee.*
Indicator 39, Indicator 41 and Indicator 42	The percentage of the A/B/C/U road network in green/amber/red condition	Retain and Develop *Develop from:* - *Indicator 39: Principal roads where maintenance should be considered* - *Indicator 41: Non principal roads where maintenance should be considered* - *Indicator 42: Unclassified roads where structural maintenance should be considered.* *This indicator previously only covered red status road condition and combined the B&C road network; this will now expand to cover all condition categories.*
Indicator 149	Major infrastructure projects being delivered to agreed programmes and budgets	Retain and Develop *Develop from 'Percentage of schemes delivered to the agreed programme dates' to show, where a financial and programme baseline is set, the cumulative percentage of projects that are on time and within budget.* *Baselines can change through standard change control processes. The cumulative baseline will include all projects with a baseline up to the reporting date.*
Indicator 181	Complaints responded / customer satisfaction (tbc)	Retain and Develop *Develop from 'Percentage of complaints responded to within 10 days' to reflect across the service in a consistent way.*
Indicator 32 – from E&S Committee	Changes in sustainable transport mode usage within Cambridgeshire	*Add and develop previous environment and sustainability committee indicator 30 'Local bus passenger journeys starting within the local authority area'. Recommend*

		developing this indicator to share appropriate indicators on bus (and subsequently other modes where available) usage, a key component of driving a sustainable mode shift.
Indicator 32 – from E&S Committee	Growth in cycling from a 2013 average baseline	*Add and develop previous environment and sustainability committee indicator 32 because oversight of the services covered by this KPI has moved to the H&T Committee. Recommend developing this indicator to support active travel monitoring. It is proposed this indicator is baselined to 2013 from 2004/2005 in line with national targets.*
Indicator 145 – from E&S Committee	Traffic entering and leaving Cambridge. Motor vehicle total counts at Cambridge radial cordon	*Add and develop previous environment and sustainability committee indicator 145. Recommend developing this indicator to support active travel monitoring around motor vehicles.*
Indicator 146 – from E&S Committee	Changes in traffic flows within Cambridge. Motor vehicle total counts at River Cam screenline	*Add and develop previous environment and sustainability committee indicator 146. Recommend developing this indicator to support active travel monitoring around motor vehicles.*
Indicator 147 – from E&S Committee	Changes in traffic flows entering market towns. Motor vehicle counts for market towns in Cambridgeshire	*Add and develop previous environment and sustainability committee indicator 147. Recommend developing this indicator to support active travel monitoring around motor vehicles.*
Additional proposed Indicator 32 (b)	Growth in walking from a 2013 baseline	New *This new indicator would allow expansion of reporting to compliment previous environment and sustainability committee indicator 32 on growth in cycling. Recommend developing this indicator to support active travel monitoring.*
Additional	Killed or seriously injured casualties per 1,000km of road network (TBC)	Develop in future *Recommend developing this new indicator to allow expanding reporting on existing H&T indicator 43 to add per km of road and non-motorised routes to allow national benchmarking of this indicator.*

Additional	Killed or seriously injured casualties by mode (TBC)	Develop in future *Recommend developing this new indicator to allow expanding reporting on existing H&T indicator 43 to add by mode.*
Additional	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)	Develop in future *National work is expected to develop leading indicators for road safety and CCC are in a position to be early adopters of these to align with the committees' strategic priorities.*
Additional	Safety of the existing network for non-motorised users (e.g. what proportion of the built up network has 20mph or segregated cycleway) (TBC)	Develop in future *National work is expected to develop leading indicators for road safety and CCC are in a position to be early adopters of these to align with the committees' strategic priorities.*
Additional	Consents Programme- Percentage of challenges which have resulted in a positive outcome for CCC (TBC)	Develop in future
Additional	Local Highway Improvement Indicator (TBC)	Develop in future *Subject to member working group approval*
Additional	Customer Satisfaction Surveys for key contracts (TBC)	Develop in future
Additional	Carbon reduction (TBC)	Develop in future *Develop additional indicator in line with the corporate work*

INDICATORS PROPOSED TO BE REMOVED		
KPI Number	**KPI Description**	**Officer Recommendation**
Indicator 40a	Classified A road condition. Narrowing the gap between Fenland and other areas of the County	Remove *Geographical analysis of specific areas of the county will continue as part of operational performance management and can be reported, but is too detailed for H&T Committee strategic KPIs.*
Indicator 40b	Classified B road condition. Narrowing the gap between Fenland and other areas of the County	Remove *Geographical analysis of specific areas of the county will continue as part of operational performance management and can be reported, but is too detailed for H&T Committee strategic KPIs.*
Indicator 40c	Classified C road condition. Narrowing the gap between Fenland and other areas of the County	Remove *Geographical analysis of specific areas of the county will continue as part of operational performance management and can be reported, but is too detailed for H&T Committee strategic KPIs.*
Indicator 46	Percentage of streetlights working	Remove *This will continue as an operational KPI.*
Indicator 148	Number of defect certificates as % of total number of orders	Remove *This will continue as an operational KPI.*
Indicator 151	Percentage of highways trees that have to be removed that are replaced in the month	Remove *This will continue as an operational KPI.*
Indicator 180	Percentage of Freedom of Information requests answered within 20 days	Remove *This indicator will be monitored corporately by Strategy and Resources committee.*

2.3 Under the new Performance Management Framework, Strategy and Resources Committee is responsible for selecting and monitoring strategic measures. This includes approving the addition and removal of Strategic Key Performance Indicators (SKPIs) and tracking

progress against corporate priorities quarterly using the SKPIs.

2.4   In January 2022, the Strategy and Resources Committee approved a list of possible SKPIs (detailed in Appendix 2 of the Performance Management Framework), to be further refined through discussions with Policy and Service Committees.

2.5   Some discussions duly took place in the Highways and Transport Committee KPI workshop about potential SKPIs. These discussions have resulted in the proposal for the following eight KPIs to inform five SPKIs presented to S&R moving forward:

• Statutory:
  - Killed or seriously injured casualties (12 month rolling total)

• Active Travel Strategy
(please note, these five KPI indicators are proposed to be combined into two SKPIs for S&R reporting – one presenting cycling/walking and one presenting motorised vehicles):
  - Growth in cycling from a 2013 average baseline
  - Growth in walking from a 2013 average baseline

  - Traffic entering and leaving Cambridge. Motor vehicle counts at Cambridge radial cordon
  - Changes in traffic flows within Cambridge. Motor vehicle counts at River Cam screenline
  - Changes in traffic flows entering market towns. Motor vehicle counts for market towns in Cambridgeshire

• Delivery:
  - Major infrastructure projects being delivered to agreed programmes and budgets

• Network Condition:
  - The percentage of the A/B/C/U road network in green/amber/red condition

2.6   A draft set of proposed indicators which could form part of the strategic performance indicators is presented for information purposes only to the Highways and Transport Committee in Appendix 1.

2.7   Members are asked to approve these suggestions.

3.   Alignment with corporate priorities

3.1   Environment and Sustainability

        There are no significant implications for this priority.

3.2   Health and Care

        There are no significant implications for this priority.

3.3   Places and Communities

There are no significant implications for this priority.

3.4   Children and Young People

There are no significant implications for this priority.

3.5   Transport

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

• The indicators proposed here provide a comprehensive overview of performance in key priority areas, and will enable appropriate oversight and management of performance once regular reporting begins.

4.   Significant Implications

4.1   Resource Implications
There are no significant implications within this category.

4.2   Procurement/Contractual/Council Contract Procedure Rules Implications
There are no significant implications within this category.

4.3   Statutory, Legal and Risk Implications
There are no significant implications within this category.

4.4   Equality and Diversity Implications
The following bullet points set out details of significant implications identified by officers:
   • Work will continue to revise the Equality Impact Assessment for the Council's Strategic Framework as part of the development of the proposals for SKPIs.
   • The revised EqIA will ensure that the Council's performance management is inclusive, and decisions to adopt specific SKPIs will not make barriers for people with protected characteristics.
   • An assessment of the Equality and Diversity implications of the adoption of new KPIs relating to existing strategies has concluded there are no significant implications.

4.5   Engagement and Communications Implications
There are no significant implications within this category.

4.6   Localism and Local Member Involvement
There are no significant implications within this category.

4.7   Public Health Implications
There are no significant implications within this category.

4.8   Environment and Climate Change Implications on Priority Areas:

4.8.1 Implication 1: Energy efficient, low carbon buildings.
Neutral Status:
Explanation: No implications

4.8.2   Implication 2: Low carbon transport.
Positive Status:
Explanation: The proposed KPIs will monitor and report on low carbon transport use for the council and/or communities

4.8.3   Implication 3: Green spaces, peatland, afforestation, habitats and land management.
Neutral Status:
Explanation: No implications

4.8.4   Implication 4: Waste Management and Tackling Plastic Pollution.
Neutral Status:
Explanation: No implications

4.8.5   Implication 5: Water use, availability and management:
Neutral Status:
Explanation: No implications

4.8.6   Implication 6: Air Pollution.
Neutral Status:
Explanation: No implications

4.8.7   Implication 7: Resilience of our services and infrastructure, and supporting vulnerable people to cope with climate change.
Neutral Status:
Explanation: No implications

Have the resource implications been cleared by Finance?   Yes
Name of Financial Officer: Sarah Heywood

Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the Head of Procurement?   Yes
Name of Officer: Clare Ellis

Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or LGSS Law? Yes
Name of Legal Officer: Amy Brown

Have the equality and diversity implications been cleared by your EqIA Super User?
Yes
Name of Officer: Jules Ient

Have any engagement and communication implications been cleared by Communications?
Yes
Name of Officer: Sarah Silk

Have any localism and Local Member involvement issues been cleared by your Service Contact?   Yes
Name of Officer: Julia Turner

Have any Public Health implications been cleared by Public Health?
Yes
Name of Officer: Iain Green

If a Key decision, have any Environment and Climate Change implications been cleared by the Climate Change Officer?
No (N/A – not a key decision)
Name of Officer: Emily Bolton

5.   Source documents guidance

5.1   Source documents

None.

Produced on: 08 August 2022

Performance Report

Quarter 1

2022/23 financial year

Highways and Transport Committee

Business Intelligence
Cambridgeshire County Council
business.intelligence@cambridgeshire.gov.uk

Key

![Cambridgeshire County Council]

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	• **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, but where a target has not been deemed pertinent by the relevant service lead • **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

Indicator 32: Growth in cycling from a 2013 baseline

Target	Direction for Improvement	Current Year	Previous Year	Change in Performance
#N/A	↑	8.7%	-24.3%	Improving

RAG Rating

#N/A

Indicator Description

This indicator shows the level of growth in cycling. It shows % changes from a 2013 baseline, rather than showing the proportion of the population that cycles.

Data is sourced from annual traffic surveys that are carried out at key points across the county, including in the county's Market Towns and in and around the city of Cambridge.

Useful Links

Cambridgeshire Performance

■ Cambridgeshire Performance
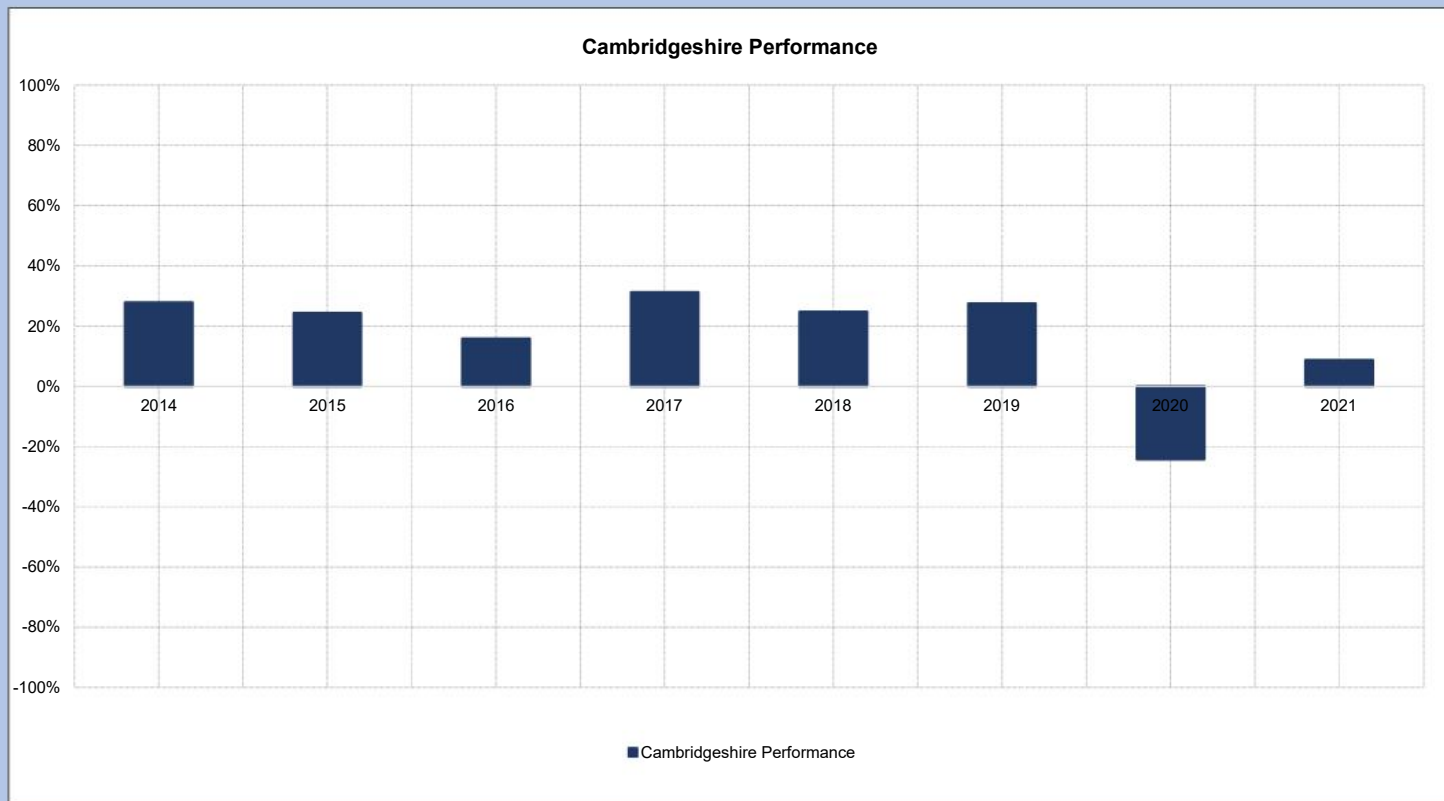
Commentary

The Department for Transport has 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 in recent years has decreased, likely influenced by the COVID-19 pandemic. When compared to 2013, 2020 saw a large decrease in cycling rates (-24%), likley linked to the COVID-19 pandemic and the two national lockdowns during the year which led to reductions in travel, for example for school, work and leisure. 2021 cycling volumes saw an increase from 2020 and were 9% above 2013 volumes.

This datset currently uses data from the 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 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 year, so results are consistent across the period). 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 particular as these permanent monitors begin to be used not just in Cambridge but across the county.

Actions

Proposed Indicator 32b: Growth in walking from a 2013 baseline

August 2022

Target	Direction for Improvement	Current Year	Previous Year	Change in Performance
#N/A	↑	11.7%	-4.7%	Improving

RAG Rating

#N/A

### Indicator Description

This indicator shows the level of growth in pedestrians. It shows % changes from a 2013 baseline, rather than showing the proportion of the population that walks.

Data is sourced from annual traffic surveys that are carried out at key points across the county, including in the county's Market Towns and in and around the city of Cambridge.

Useful Links

Cambridgeshire Performance
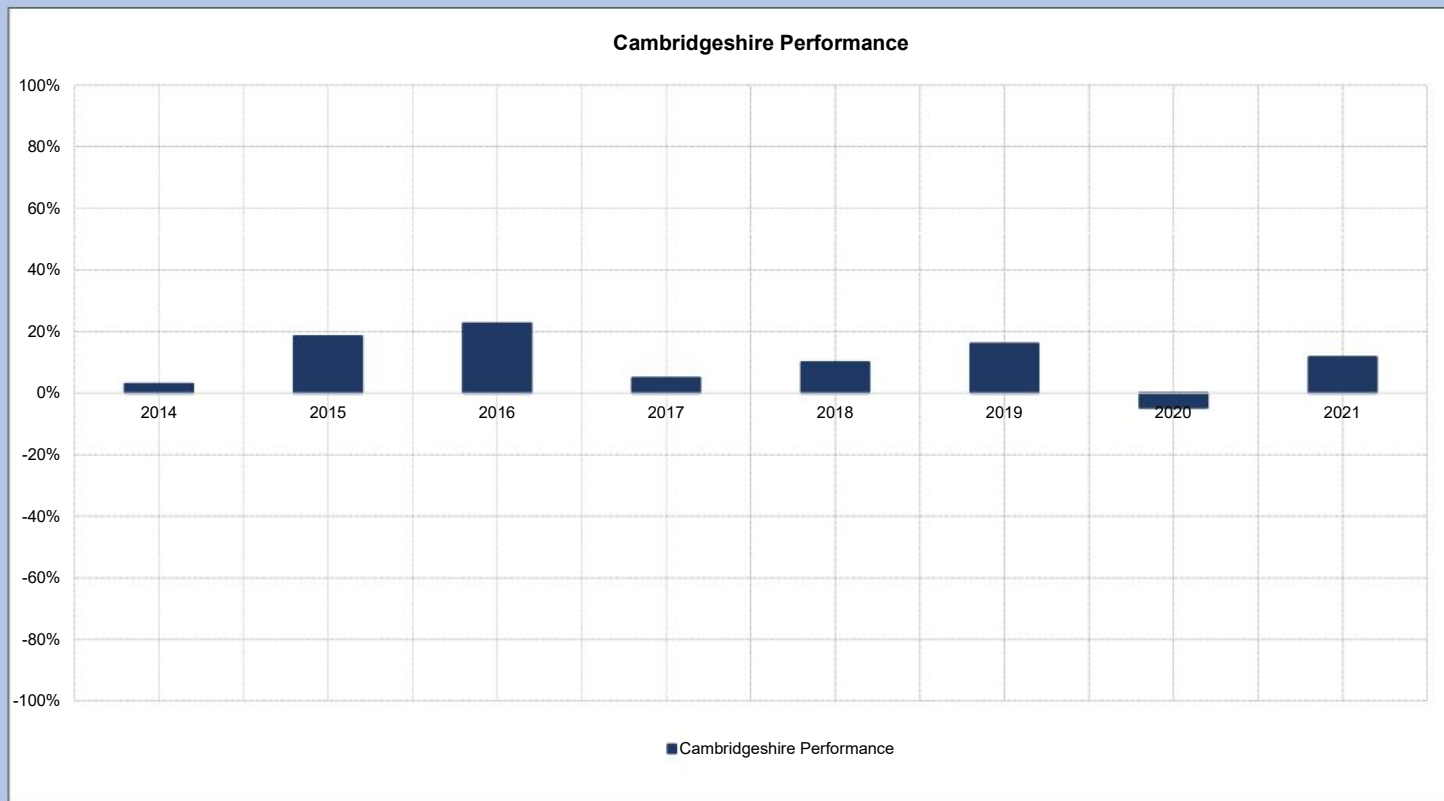
Commentary

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%), likley linked to the COVID-19 pandemic and the two national lockdowns during the year which led to reductions in travel, for example for school, work and leisure. However, pedestrian volumes have increased since 2020 and are in 2021 were +12% above 2013, which is similar to 2018.

This datset currently uses data from the 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 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 cycling data to include other data sources such as cycling data from permanent traffic monitors or footfall data from major towns and cities in the region.

Actions

Indicator 39: The percentage of the A/B/C/U road network in green/amber/red condition   <u>Return to Index</u>   August 2022

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

RAG Rating

Blue

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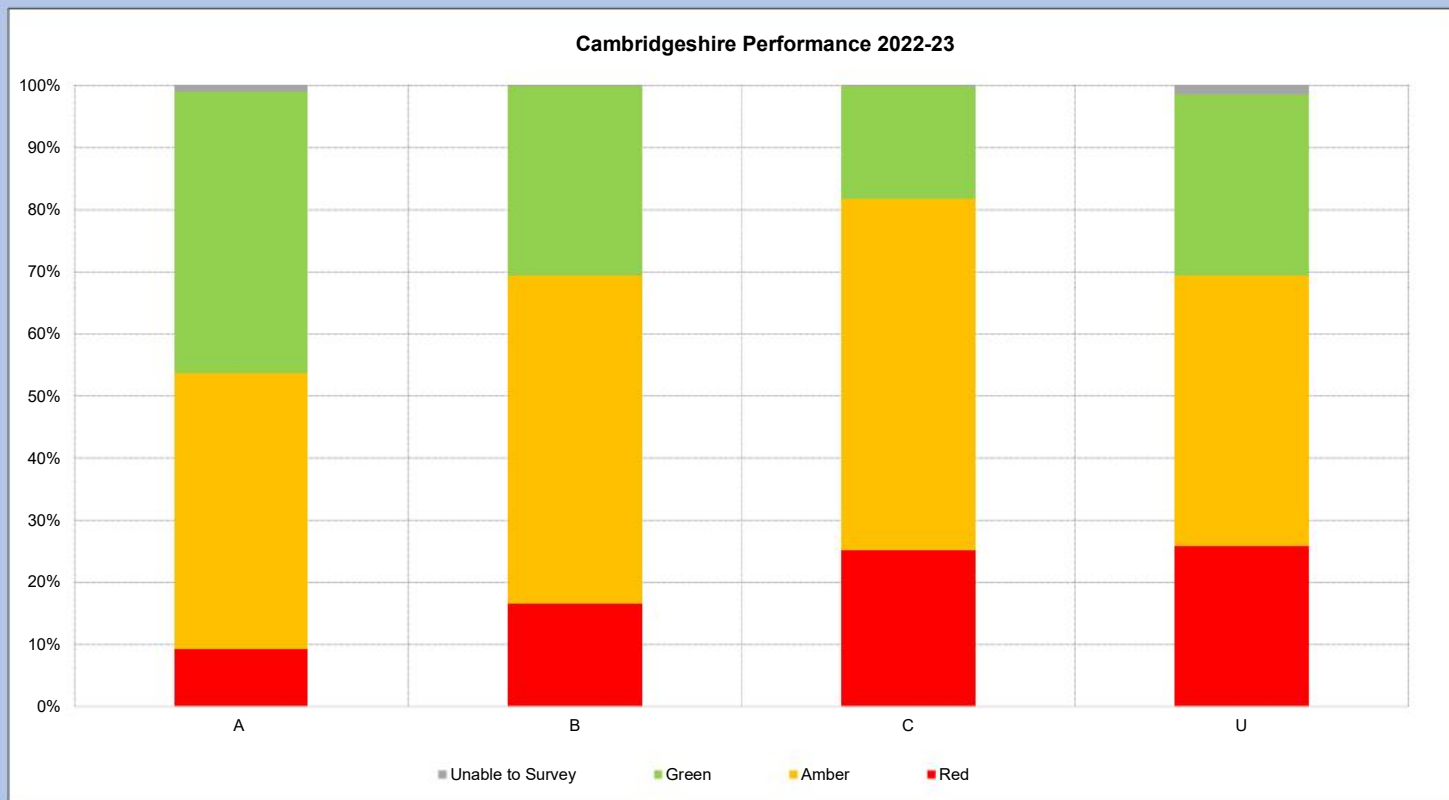
AMBER is where there are signs of wear in the surface.

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.

Polarity is Low Red and High Green = Good

Useful Links

Cambridgeshire Performance 2022-23

Legend: Unable to Survey | Green | Amber | Red

Commentary

As at the 2022-23 survey, 9.35% of the Local Authority's A road network, 16.51% of the B road network, 25.06% of the C road network and 25.78% of the U road network is considered red condition.

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.

Actions

Indicator 43a: Killed or seriously injured casualties (12 month rolling total)   August   2022

Target	Direction for Improvement	Current Month	Previous Month	Change in Performance
220	↓	298	322	Improving

RAG Rating

<div style="color:white;background:red">Red</div>

Indicator Description

Killed and seriously injured casualties is derived from Stats19 data.

It is measured by the number of all people of all ages reported killed or seriously injured on Cambridgeshire roads over a 12 month rolling total.

This indicator includes casualties who were fatally or seriously injured only. These include:

1. Fatal casualties who sustained injuries that caused death less than 30 days after the accident. Confirmed suicides are excluded.

2. Seriously injured casualties who suffered an injury that led to hospitalisation as an inpatient, or any of the following injuries, whether or not they are admitted to hospital. Fractures, concussion, internal injuries, crushing, burns (excluding friction burns), severe cuts and lacerations, severe general shock requiring medical treatment and injuries causing death 30 or more days after the accident.

3. Casualties recorded as seriously or slightly injured by the police based on information available a short time after the accident. This generally will not reflect the results of a medical examination, but may be influenced according to whether the casualty is hospitalised or not. Hospitalisation procedures will vary regionally.

Useful Links

The local area benchmarking tool from the Local Government Association

Cambridgeshire Insight – Cambridgeshire Road Traffic Collision Data

Cambridgeshire Performance (12-Month Rolling Total)
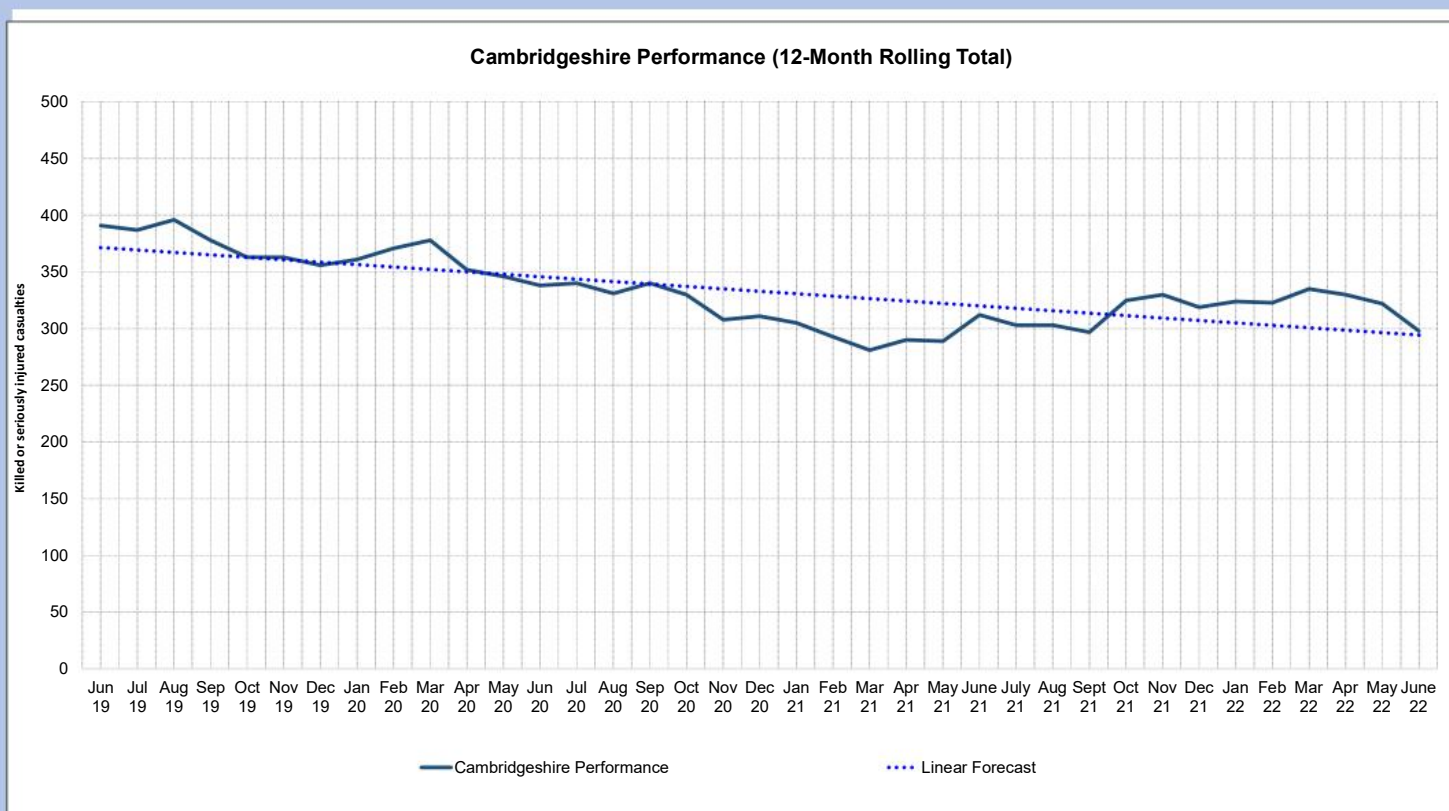
Commentary

Collision data is supplied by Cambridgeshire constabulary. 2020 data has now be confirmed by the DFT and so there may be small differences in the 2020 monthly numbers since the last iteration of this report. Please note that figures for 2021 and 2022 however, are still provisional, meaning they may include accidents currently under investigation and not confirmed as road traffic collisions by the DFT, such as suicides and medical episodes.

Rolling counts show that there was a decrease in collisions involving a fatality or serious casualty during the first national lockdown (~April - June 2020). However, the 12 month rolling counts did not drop significantly against historic levels due to increased counts in the final quarter of 2019/20. Data shows there were further decreases in the 12 month rolling counts through the winter of 2020/2021, likely related in part to the second and third national lockdowns. KSI rolling totals saw an increasing trend from mid-2021 to a peak in February 2022 of 335.

This indicator directly supports monitoring for the Cambridgeshire and Peterborough Vision Zero (road safety partnership) aim of having no human being killed or seriously injured as the result of a road collision by 2050 and is linked to the service priority of delivering safe roads for Cambridgeshire.

Actions

Indicator 145: Traffic entering and leaving Cambridge. Motor vehicle total counts at Cambridge radial cordon   August   2022

Target	Direction for Improvement	Current Year	Previous Year	Change in Performance
Contextual	↓	174,183	161,907	Declining

RAG Rating

Contextual

Indicator Description

This indicator shows the number of motor vehicles entering and leaving Cambridge in a 12 hour day (7am to 7pm).

Data is collected on the radial survey day which is usually in October.

Cambridgeshire Performance
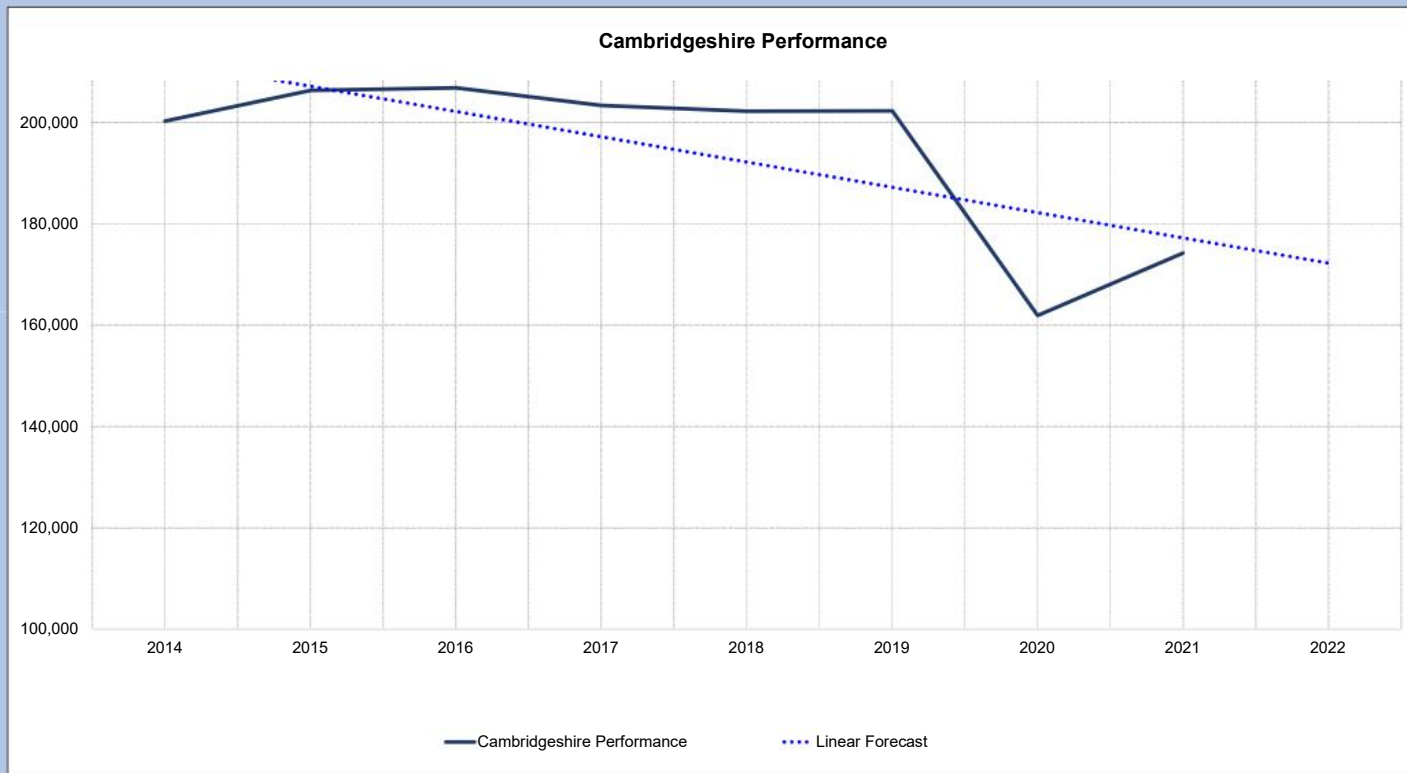
Commentary

The Cambridge Radial Cordon survey is undertaken annually, usually in October.

Whilst traffic volumes on the radial cordon remained fairly stable between 2014 and 2019, a distinct decrease can be seen in October 2020 (-20% on 2019 volumes), likely attributable to the impacts of the COVID-19 pandemic. The October 2021 survey was undertaken during a period of minimal restrictions but traffic volumes still remained well below 2014-2019 volumes at 174,183. Monthly trend monitoring across Cambridge since October 2021 shows that since the beginning of 2022, traffic volumes in Cambridge have started to increase though in some areas still remain below pre-pandemic volumes, though not as significantly as in 2020 or 2021.

Useful Links

Traffic Monitoring Report (cambridgeshireinsight.org.uk)

Actions

Indicator 146: Changes in traffic flows within Cambridge. Motor vehicle total counts at River Cam screenline

August   2022

| Target	Direction for Improvement	Current Year	Previous Year	Change in Performance
Contextual	↓	56,103	51,443	Declining

RAG Rating

Contextual

Indicator Description

This indicator shows the number of motor vehicles every 12 hour day (7am to 7pm) across the River Cam screenline.

The River Cam screenline is based on 1 day for the motor vehicles. Data is collected in May but in 2020 and 2021 the survey was repeated in October so the impacts of COVID-19 could be assessed.

Cambridgeshire Performance
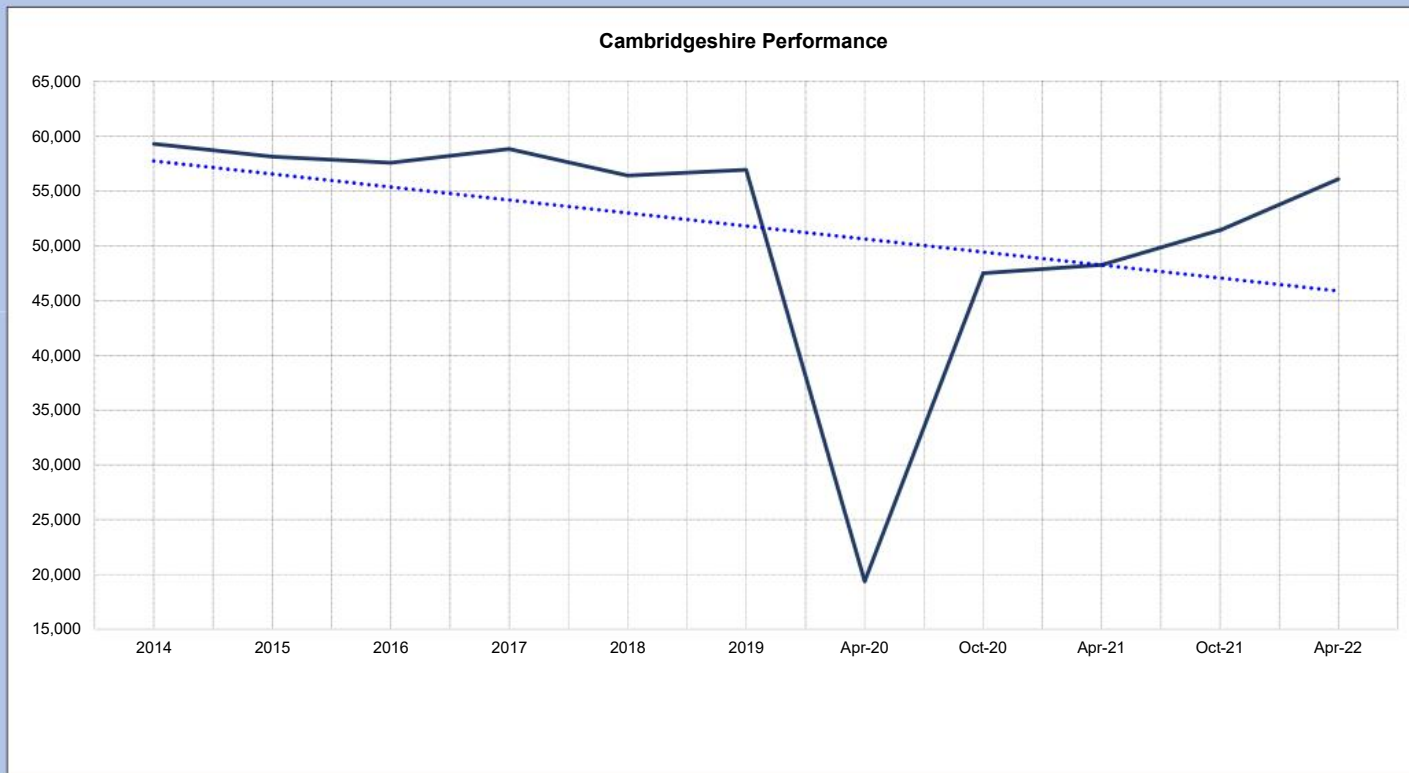
Commentary

The annual River Cam Screenline survey is undertaken annually, usually in April. In April 2020, the survey coincided exactly with the first national COVID-19 lockdown, severely influencing traffic volumes and driving the decision to re-do the survey in October 2020.

In April 2020, there was a distinct reduction in the number of motor vehicles crossing the River Cam bridges to just 19,383, from 56,960 in April 2019. The October 2020 and April 2021 surveys see an increase on April 2020 volumes but still remain well below 2014-2019 volumes. October 2021 sees the start of the recovery to pre-pandemic volumes, though October 2021 volumes remained 10% below April 2019 volumes. However, April 2022 volumes see a return to pre-pandemic, with average motor vehicle volumes just -1.5% below April 2019 in April 2022.

Useful Links

Traffic Monitoring Report (cambridgeshireinsight.org.uk)

Indicator 147: Changes in traffic flows entering market towns. Motor vehicle counts for market towns in Cambridgeshire   <u>Return to Index</u>   **August   2022**

| Target	Direction for Improvement	Current Year	Previous Year	Change in Performance
Contextual	↓	366,111	380,063	Improving

RAG Rating

Contextual

Indicator Description

This indicator shows 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 market town surveys are based on 1 count day. This is carried out around the end of October/beginning of November.

Cambridgeshire Performance
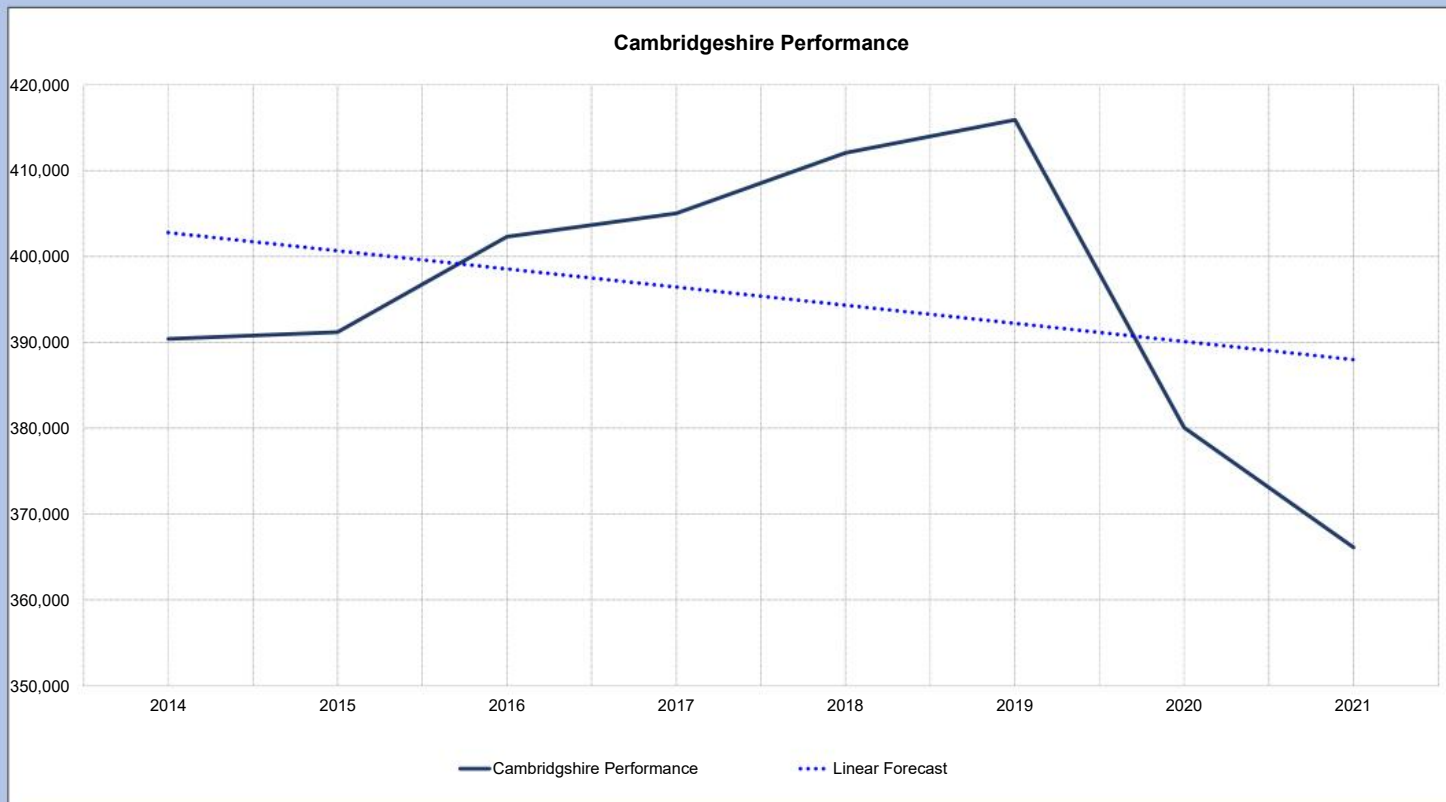
Commentary

The Market Town survey measures traffic flows in and out of 9 of the major market towns across the county annually.

In 2020, there was an overall decrease of 9% across the 9 market towns due to the impact of the COVID-19 pandemic. The volume of vehicles saw a further 3% decrease from 2020 to 2021, representing a 12% decrease on 2019 volumes. All towns see a decrease from 2020 to 2021 of between -0.1% and -5.7% except for Ely which saw a +1% increase.

The number of motor vehicles entering and leaving the 9 individual market towns in a 12 hour day in 2021 (comparison to pre-pandemic 2019 volumes) were: Huntingdon 68,480 (-12%) , Wisbech 63,810 (-8%), St. Neots 54,455 (-11%) , St. Ives 46,546 (-15%) , Ely 41,742 (-11) , March 35,341 (-5%) , Whittlesey 32,259 (-12%) , Ramsey 19,171 (-5%) and Chatteris 19,406 (-9%).

Useful Links

The local area benchmarking tool from the Local Government Association
    Traffic Monitoring Report (cambridgeshireinsight.org.uk)

Actions

Highways and Transport Policy and Service Committee Agenda Plan

Published on 1 September 2022

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
13/09/22	Cashless Parking Solution	Phil Hammer	2022/077	2/09/22	5/09/22
	Highways Asset Management System	Jon Munslow Chris Stromberg	Not applicable		
	Performance Indicators	Rachel Hallam	Not Applicable		
04/10/22	Finance Monitoring Report	Sarah Heywood	Not Applicable	23/09/22	26/09/22
	HGV Management Policy	Sonia Hansen	2022/097		
	Wisbech Access Study – Broadend Road/A47	Leon Scholtz	2022/031		
	Traffic Management Act Pt 6 – Moving Traffic Offences Application for Powers	Sonia Hansen	2022/099		
	Food Delivery Robots Trial	Sonia Hansen	2022/098		

06/12/22	Finance Monitoring Report	Sarah Heywood	Not applicable	25/11/22	28/11/22
	Civil Parking Enforcement Application	Sonia Hansen	2022/037		
	Parking and Enforcement Policy	Sonia Hansen	2022/036		
	Changes to LHI Process	Josh Rutherford	2022/098		
[24/01/23]	Reserve Date			13/01/23	16/01/23
07/03/23				24/01/23	27/02/23
[25/04/23]	Reserve Date			14/04/23	17/04/23

To be scheduled
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