

**HIGHWAYS AND COMMUNITY INFRASTRUCTURE POLICY AND SERVICE  
COMMITTEE: MINUTES**

Date: Monday 3<sup>rd</sup> December 2018

Time: 11:00-13:30

Present: Councillors, L Harford, M Howell, B Hunt (Vice-Chairman), D Jenkins, J Scutt, M Shuter (Chairman) and A Taylor

Apologies: Councillors I Gardener, S King and T Sanderson

**88. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

Apologies for absence were noted as recorded above. There were no declarations of interest.

**89. MINUTES AND ACTION LOG**

The minutes of the meeting held on 9<sup>th</sup> October 2018 were confirmed as an accurate record and signed by the Chairman.

The action Log was reviewed and the following updates noted

- i. Minute 76 and 82: Members stated that they wanted to be informed as to the outcomes of the engagement with Mr Carpen. Officers agreed to circulate the results to Members. The Chairman stated that if any member of the public comes to the Committee with valuable information the Committee should fully consider what they are proposing.
- ii. Minute 86: Highways Maintenance: it was confirmed that this action had been completed and would be circulated to Members. **(ACTION)**
- iii. A Member inquired as to whether the Parking Permit Charges should be reviewed as they could not see this on the Action Log. Officers agreed that the Committee did discuss the issue in a previous meeting and they could take this back and make sure it was a clear action on the Action Log **(ACTION)**.

**90. PETITIONS AND PUBLIC QUESTIONS**

A Petition was received with under 50 signatures from Mr Weightman. It requested that the Committee investigated the condition of the pavements on Lisle Lane adjacent to Roslyn Court in Ely. As this petition had fewer than 50 signatures Mr Weightman could not present his petition to the Committee. However, Councillor Every, the Local Member addressed the Committee. She stated that that the petition was no longer in place as temporary cover had been put in place to make the pavement safe for users and permanent cover would be sorted before Christmas. Councillor Every thanked the Committee

for looking at the petition and acting upon it. The Chairman stated it was a pleasure to see the positive work produced by this Committee and thanked Councillor Every for attending the meeting. The Vice-Chairman suggested that this was an example of the good work carried out by officers at Cambridgeshire County Council.

It was resolved to:

- a) Note the petition and note that no further action was required.

A petition was received with over 50 signatures organised by Carrie Warren. The Petition asked that Whippet Coaches and Stagecoach East, instructed their drivers to reduce their speed to 20mph on the section of the Cambridgeshire Guided Busway between Cambridge Railway Station and Long Road Railway Bridge until the Health and Safety Executive investigation was published and could be considered. Carrie Warren was unable to attend in person so City Councillor Thornburrow presented on her behalf.

Councillor Thornburrow suggested that users of that section of the cycle path believed that the route was dangerous and did not feel safe while travelling on it. Statistical evidence showed that this section was eight times more dangerous than the A14. Councillor Thornburrow stated that this section of the Guided Busway was very well used and buses could come along at 53mph which caused danger to pedestrians and cyclists.

In discussion:

- A Member inquired into whether Councillor Thornburrow had contacted Stagecoach in order to discuss the petition. She stated that the petitioners had had a meeting with the Managing Director of Stagecoach and a transport officer from Cambridgeshire County Council. She suggested that it was a complicated issue and that the petition would not solve all the issues but was an interim measure that would improve safety temporarily.
- A Member thanked Councillor Thornburrow for presenting the petition to the Committee. They agreed that this section of the route was very well used, but asked if there were other measures available which could improve safety. In particular, they asked whether the signatories would support fencing being put up. Councillor Thornburrow suggested that reducing speed on the 700 metre section was a quick solution but would improve safety.
- A Member wanted to clarify with Councillor Thornburrow the sort of path that ran alongside the bus route. Councillor Thornburrow advised the section in question was a Public Right of Way and cycle track as well as a maintenance/access track for the Busway.

The Chairman stated that the petition was definitely an issue the Committee needed to look into, and whilst he did not personally have great knowledge of the local area but could see that it was a matter for great local concern. He

suggested that he could see the danger of this route if the path was congested and one solution to this problem could be a fence.

The Chairman thanked Councillor Thornburrow for presenting the petition and stated that officers would provide Councillor Thornburrow with a written response to his petition within ten working days of the meeting.

Councillor Scutt stated that she would like to be put on record as supporting the petitioner and noted that the Committee does have a responsibility to address this sort of issue, and she would be happy to take this interim action until a permanent measure can be implemented.

The Vice Chair of the Committee said that a speed limit could be implemented but not enforced whereas a fence would be permanent. He believed that this was be a better solution not just for this section of the Guided Busway but throughout the route.

## **91. FINANCE AND PERFORMANCE REPORT- October 2018**

The Committee considered a report outlining the October 2018 Finance and Performance report for Place & Economy Services. The Strategic Finance Manager reminded the Committee that the service started the financial year with two significant pressures of Coroners Services and Waste. Offsetting these pressures was an underspend on concessionary fares as well as an over-achievement of income in Highways Development Management of £365k. The officer suggested that the Place and Economy service needed to make a further £356k savings by year-end to bring the budget back into balance. Of the nine performance indicators, three were currently red, two were amber and four green.

In discussion:

- A Member raised their concerns that the savings targets were not realistic, specifically the renegotiation of the Waste Private Finance Initiative (PFI) Contract was never realistic. Officers responded by saying that it was achievable, they had made savings of £400,000 against the predicted £1.3 million shortfall through 'simple' savings so far, with bigger contractual savings in the future expected to save around another £900k.
- A Member enquired about the £280k overspend on the Coroners Service. Officers noted that the demography allocations should rebase the budget and the backlog of cases would be caught up by the next financial year.
- A Member asked officers whether the Committee could have assurance that there would be no financial cuts to the Highways budget for the next financial year. Officers stated that the final Business Plan would not be agreed until the February full Council meeting. However, the Executive Director: Place and Economy noted for Members that there were no proposed cuts in front of Members on that budget at this stage.

- A Member asked officers whether the performance indicator for the Library and Community Hub service will be placed back into amber, and officers confirmed this was the case. The Member suggested that Amber was optimistic and asked whether the decrease in library use because of charging for internet usage would affect this. They raised concerns that if libraries were seen as unpopular they could be cut. The Executive Director: Place and Economy suggested that that was a complex issue but libraries remained tremendously popular, and the focus was on extending the reach of the Library Service.
- The Vice Chairman observed that Cambridgeshire were purchasing two new mobile libraries.

It was resolved to:

1. review, note and comment on the report.

**92. HIGHWAYS AND COMMUNITY INFRASTRUCTURE COMMITTEE REVIEW OF DRAFT REVENUE AND CAPITAL BUSINESS PLANNING PROPOSALS FOR 2019/20 TO 2023/24**

The Chairman informed the committee that the report was received less than 5 clear working days in advance of the meeting as some of the information needed for the finance tables was not available at the time of dispatch. He was prepared to exercise his discretion and consider the report.

The officer apologised to Members as four appendices had not been published and were therefore not included in the agenda pack. These had subsequently been circulated to the Committee. The officer reminded the Committee that no decision regarding the budget would be made in the meeting, rather Members would only be providing their opinions for reporting to General Purposes Committee.

In discussion:

- A Member stated that as the report was late and Members did not have enough time to read through it comprehensively, they could not be asked to endorse the recommendations. They noted that if the recommendations were not changed they would abstain in all votes.
- A Member raised concerns on the wording of the recommendations and noted there was a disparity between the recommendations located in the report and the front sheet. Officers noted that they would address the continuity of the report in future
- A Member suggested that the proposals on household waste sites should harmonise with policies in other counties. They suggested that the new proposals could lead to increased flytipping, but the Chairman stated that evidence from other counties suggested that this was not the case. The

new Waste sites would have to be managed effectively in order to stop this.

- In response to a question on how On-street parking receipts would be spent, the Executive Director: Place and Economy reminded the Committee that whilst the scheme was expected to be broadly cost-neutral, any surplus could be spend on highways schemes across the county.

It was resolved to:

- i) Note the overview and context provided for the 2019/20 to 2023/24 Business Plan revenue proposals for the Service, updated since the last report to the Committee in October
- ii) Comment on the draft revenue proposals that are within the remit of the Highways and Community Infrastructure Committee for 2019/20 to 2023/24 and note for consideration by the General Purposes Committee (GPC) as part of consideration for the Council's overall Business Plan.
- iii) Comment on the changes to the capital programme that are within the remit of the Highways and Community Infrastructure and note for consideration by the General Purposes Committee (GPC) as port of consideration for the Council's overall Business Plan
- iv) Note the fess and changes proposed for 2019/20

### **93. INTEGRATED TRANSPORT BLOCK FUNDING ALLOCATION**

The Committee considered a report outlining the proposed allocation of the Integrated Transport block funding (ITB) for 2019/20. The Funding and Innovation Programme Manager stated that with devolution, the Cambridgeshire and Peterborough Combined Authority (CA) was now responsible for the Local Transport Plan (LTP) and the associated funding, including the Integrated Transport Block capital grants. For the last 2 years the CA had passported the LTP capital grant funding to the County Council. The officer advised that in 2019/20, £3.190m could be passported to the County Council from the CA again. The officer also advised that based on comments made by Members when they had considered the 2018/19 report, the proposed allocations included the top-scoring Fenland area schemes, to ensure some balance of funding across the districts.

In discussion:

- A Member wanted more clarification on the allocation of the Fenland schemes. Officers explained that they had ensured the best scoring scheme in Fenland was included, even though some schemes in South Cambs and Cambridge City had a higher rating, to reflect Member steer given on this issue previously. If the allocations only took into account

scores there would have been no allocation to schemes in Fenland. The Chairman suggested that the Committee needed more clarity and suggested they came back to the Committee in January with further explanation. It was confirmed that funding timescales would permit this delay.

- A Member asked officers when the new cycleway along the A1198 between Ermine Street South, Papworth Everard and the A428 would come forward. Officers replied that they had received confirmation of funding from Highways England and some of the initial design work had commenced. Further information would be included in the January 2019 report;
- A Member raised concerns regarding the time it takes to get for example, disabled parking bays introduced. The Member noted that it was understood that the delay was generally due to applications being grouped and advertised together in order to save money, which meant that schemes were often delayed. Officers noted that this method reduced financial cost, allowing them to advertise the Traffic Regulation Orders (TROs) together. A Member suggested that the County Council used more expensive newspapers to advertise the TROs, noting that other authorities advertise in cheaper newspapers. Officers agreed to report back on the cost of advertising. **(Action Required)**
- A Member suggested that consideration needed to be given to access for fire engines when considering residents parking schemes. The Chairman stated that the schemes were worked up on with guidance from the fire authority.

Following the Chairman taking views on how to take this report forward, it was resolved to:

- i) Defer the report until the meeting on the 15<sup>th</sup> of January 2019

#### **94. PROPOSED REVISED KEY PERFORMANCE INDICATORS FOR HIGHWAYS AND COMMUNITY INFRASTRUCTURE COMMITTEE**

The Committee considered a report outlining the Key Performance Indicators (KPI's) and targets for Place and Economy and reported to Economy and Environment Committee. The officer stated that a review had taken place and a full revised set of Place and Economy KPIs had been produced. They noted that responsibility for the indicators had been split between Economy and Environment Committee and Highways and Community Infrastructure Committee.

The Chairman thanked all Members of the Committee for participating in the Key Performance Indicator Review and noted that because of this, the report had been made much more transparent.

In discussion:

- A Member raised their concerns with the action being taken on filling potholes and its relationship to road condition. They noted that it could be seen to reflect well if lots of pot holes had been filled in, but it could mean the conditions of the road in Cambridgeshire are decreasing. The Member asked officers whether they could have a measure of the potholes being filled. The Executive Director: Place and Economy noted that the numbers of potholes are reported weekly on the Council's website.
- A Member asked officers whether they could provide the causes of staff sickness and its relationship to vacant posts. The Executive Director: Place and Economy stated that all managers received a full workforce report detailing staff sickness and they would check with Human Resources to see what data could be published
- A Member thanked the Executive Director: Place and Economy for the updated employment structure chart.
- The Vice Chairman expressed concern regarding the Council's minimal expenditure on tree planting in Cambridgeshire in this financial year. Officers stated that they would provide a report in January outlining the expenditure on tree planting in Cambridgeshire in 2019.

It was resolved to:

- i) Comment on and to approve the proposed revise Key Performance Indicators and targets for Place and Economy as set out in Appendix A of the report.
- ii) Agree on an implementation date

**95. HIGHWAYS AND COMMUNITY INFRASTRUCTURE COMMITTEE AGENDA PLAN AND APPOINTMENTS TO OUTSIDE BODIES**

Members noted the Committee's Agenda Plan and Training Plan. It was noted that the Integrated Transport Block Funding Allocation report would be considered at the next meeting. It was also agreed there a workshop on statistics would be scheduled.

It was resolved to:

- i) note the agenda plan;
- ii) note the training plan.

Chairman