

Highways and Transport Committee Minutes - Action log

This is the Committee's updated minutes action log, and it captures the actions arising from recent Highways and Transport Committee meetings and updates Members on the progress in complying with delivery of the necessary actions.

| Minutes of the Committee Meeting Held on 30 April 2024 | | | | | |
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| Minute no. | Report | Officer responsible | Action | Update | Status |
| 211. | Minutes – 5 March 2024 and Action Log | D Allatt | Follow up with town and parish councils in order to build confidence in value for money, as noted in Minute 203 (Highways Maintenance Capital Programme) | A session has been arranged for 12 December 2024. | Ongoing |
| 215. | Corporate Performance Report | D Allatt | Provide a briefing to explain the cyclic regime for inspecting gullies and the communication process, with a list of gullies by area. | A Member briefing on drainage and gullies took place on 21 November 2024. | Complete |
| | | D Allatt | Total number of Fatal Review sites visited by the Road Safety VZ team. Number of sites identified for enhancements; number of enhancements completed. Number of sites identified for maintenance | A report on Vision Zero and the Council's management of its duties in relation to road safety will be presented to the committee at its meeting on 3 December 2024 (Agenda Item 7). Road Safety indicators will be presented to the committee as part of the Risk and Performance report in January 2025, and this will include | Ongoing |

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| | | | works/Number of sites where maintenance completed. | information on Road Traffic Collision Cluster Sites. | |
| | | | Present a report to a future committee meeting on gradual patterns which could be investigated and addressed holistically in relation to road fatalities and casualties. | A report titled 'Vision Zero and the Council's Management of its Duties in Relation to Road Safety' will be presented to the committee at its meeting on 3 December 2024 (Agenda Item 7). | Complete |

Minutes of the Committee Meeting Held on 23 July 2024

| Minute no. | Report | Officer responsible | Action | Update | Status |
|------------|--------------------------------|---------------------|--|--|---------|
| 221. | Active Travel Fund 4 Extension | N Young | Provide clarification on when the Department for Transport is expected to review and refresh the Local Cycling and Walking Infrastructure Plans guidance. | An update from the Department for Transport on LWCIP guidance is still awaited, but there is no firm date yet for its issue. | Ongoing |
| | | | Provide Members with an update, when it has been established how residents in the villages surrounding Alconbury Weald will be able to connect to the Huntingdon to Alconbury Weald cycling and walking route. | There is an LWCIP prioritised route from Alconbury to Alconbury Weald. Delivery of this scheme is subject to securing funding. Once a route is delivered from Alconbury Weald to Huntingdon, there is likely to be increased emphasis on funding this link to allow greater access to the wider network. | Ongoing |

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| 227. | Finance Monitoring Report - Outturn 2023-24 | D Allatt | Provide further information on the Local Infrastructure Improvements referred to in Appendix 3 of the report. | <p>The Local Infrastructure Improvement line relates to the capital funding assigned for the Local Highways Improvement programme.</p> <p>Details of the LHI programme can be found on the Council's website.</p> | Complete |
| 229. | Highways and Transport Committee Agenda Plan, Appointments to Outside Bodies and Internal Advisory Groups and Panels, and the Appointment of Member Champions | J Rutherford | Organise further appointments for the Huntingdonshire LHI Panel, and consider whether substitutes should also be appointed to all the LHI panels. | These will be arranged as part of the next round of LHI allocation process. | Ongoing |
| | | F Jordan | The committee's Spokes to consider whether local Members should be appointed to the A141 and St Ives Improvements Scheme Member Working Group. | This matter was discussed at the Spokes Meeting in November 2024. | Complete |

Minutes of the Committee Meeting Held on 1 October 2024

| Minute no. | Report | Officer responsible | Action | Update | Status |
|------------|---|---------------------|--|---|----------|
| 233. | Integrated Transport Block Funding Allocation 2025-26 | J Smith | Clarify whether the additional allocation of funding for minor improvements for accessibility could only be used for disabled parking spaces, or whether it could be used for other measures, such as dropped curbs, and clarify how many applications for minor improvements for accessibility were received by the Council annually. | <p>This funding is primarily for the provision of disabled parking spaces and is also used for the installation of dropped kerbs at pedestrian crossing points and junctions, as budgets allow.</p> <p>For clarity, dropped kerb provision to allow for vehicular access to residential properties is not eligible for funding from this budget.</p> <p>In 2023/24, 76 disabled bays were installed and 10 were removed. In 2024/25 to date, 95 applications for disabled parking bays have been received.</p> <p>The increased allocation for minor improvements for accessibility in 2025/26 will allow for a greater number of dropped kerbs at crossing points to be installed. If there are other small scale local measures to improve accessibility that Members would like to see considered for funding from this budget (or from other budgets as appropriate), they should in the first instance discuss with the Projects team.</p> | Complete |

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| | | | <p>Provide Members with an update on how the minor improvements to Public Rights of Way interact with the Council's wider active travel programme.</p> | <p>The Council's Active Travel Strategy and its Rights of Way Improvement Plan provide the policy steer for investment in improvements for walking and wheeling, cycling, and other non-motorised means of travel. Several funding programmes deliver maintenance and improvement schemes on the footway, cycleway and Rights and Way (PROW) networks under that policy umbrella.</p> <p>These programmes are reviewed to ensure that they do not conflict with each other or risk abortive works. The Active Travel Design Guide outlines an approach to infrastructure delivery that encompasses use by both active travel methods and pre-established PROW users. An 'Active Travel Maintenance Hierarchy' is under development which will provide a prioritised approach to maintenance across all non-motorised user routes. This will enable valued active travel routes to be prioritised, whilst helping to identify routes where active travel measures may be less appropriate.</p> | Complete |
| 234. | Procurement of Civil Parking Enforcement Services | S Hansen | <p>Clarify how many Civil Enforcement Officers are operating at any given time.</p> | <p>OCS Group UK Ltd currently employs 27 civil enforcement officers on behalf of the Council. There are a variety of contracts in place, with employees ranging from full-time to part-time.</p> <p>The Council undertake parking enforcement in the Cambridge City and South Cambridgeshire District areas. The areas covered by the civil</p> | Complete |

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| | | | | <p>parking enforcement operations are outlined in the following 2 statutory instruments:</p> <ul style="list-style-type: none"> • Cambridge City • South Cambridgeshire | |
| 235. | Local Highway Improvement 2024-25 Programme | J Rutherford | Clarify whether the lack of future maintenance costs for the Council was considered during the scoring process. | <p>This was discussed at a meeting of the LHI Member Working Group on 24 October 2024, and the group decided to take no further action. Future maintenance costs are considered where possible, and when the scheme being installed is more unique in nature for the LHI programme a commuted sum is agreed with the applicant during the design phase of the project. For example, a commuted sum was agreed with a specific parish council for a 25-year period to contribute towards the installation of a toucan crossing in its village. Other more standard items, such as traffic calming and speed cushions, are not subject to a commuted sum agreement.</p> | Complete |
| 237. | St Ives and Fulbourn 20mph Zone and Speed Limit Schemes | S Hansen | Clarify why the two stretches of Green Leys that were perpendicular to Paragon Road were not included in the scheme. | They are included, and there omission on the map was an oversight on the plan. | Complete |
| 238. | Finance Monitoring Report – August 2024 | J Rutherford | Provide further information on the forecast underspend in safety inspection support and vehicles for Highways Asset Management. | This underspend relates to several vacancies in the asset management area which are in the process of being filled, as well as a higher than anticipated amount of income from charges to third parties linked to highway searches. | Complete |

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| 239. | Highways and Transport Committee Agenda Plan and Appointments to Outside Bodies | D Allatt | Clarify whether another report would be presented to the committee on A1421 traffic management and road safety options. | The A141 is one of the routes being assessed through the International Road Assessment Programme (IRAP) programme, which will be reported to the committee at its meeting in March 2025. | Ongoing |
| | | | Provide an update on action taken following the Council's approval of a motion in July 2024 related to flooding issues in Little Paxton. | A report will be presented to the committee in March 2025 to provide an update on action taken in relation to the motion. Works to repair the carriageway on Little Paxton bridge were completed. | Ongoing |

Minutes of the Committee Meeting Held on 4 October 2024

| Minute no. | Report | Officer responsible | Action | Update | Status |
|------------|---|---------------------|--|-----------------------------------|---------|
| 242. | Mill Road Bridge, Cambridge, Traffic Regulation Order | D Allatt | Present a review to the committee after two years, to include traffic level and air quality data, as well information on the impacts to local businesses and any other issues raised by members of the public and the local community. | This will be carried out in 2026. | Ongoing |

| | | | <p>Provide Members with any data that had been provided in response to a solicitor who had claimed the TRO could potentially be challenged because of a lack of data.</p> | <p>Data circulated to Members:</p> <p>Analysis included in the <i>Sensor Trials Final Report</i> (p. 14) showed that during the 2019 bridge closure, with less traffic on Mill Road, some alternative routes saw increased traffic whilst others saw reduced traffic. Mill-Road-Bridge-Closure-2019-Sensor-Report_FINAL.pdf (connectingcambridgeshire.co.uk) Monitoring of traffic levels has been ongoing since 2019 – there are 4 VivaCity sensors on Mill Road and numerous VivaCity sensors on ‘boundary’ roads in the surrounding area.</p> <p>The City Council’s <i>Air Quality Monitoring, Mill Road Cambridge</i> report (Dec 2021) concluded there was “<i>no discernable significant changes in pollutant concentrations during the road closure</i>”. Mill Road air-quality monitoring report, summer 2019 - Cambridge City Council Pollutant levels in Cambridge are now well below national annual objective levels (for nitrogen dioxide this is 40 microgrammes per cubic metre level). AQ monitors on Mill Road and Tenison Road show the levels have been reducing year-on-year and are well below the objective levels:</p> <table border="1" data-bbox="1261 1270 1962 1385"> <thead> <tr> <th></th> <th>2019</th> <th>2020</th> <th>2021</th> <th>2022</th> <th>2023</th> </tr> </thead> <tbody> <tr> <td>Mill Road</td> <td>21</td> <td>16</td> <td>15</td> <td>18</td> <td>18</td> </tr> </tbody> </table> | | 2019 | 2020 | 2021 | 2022 | 2023 | Mill Road | 21 | 16 | 15 | 18 | 18 | Complete |
|-----------|------|------|---|---|------|------|------|------|------|------|-----------|----|----|----|----|----|----------|
| | 2019 | 2020 | 2021 | 2022 | 2023 | | | | | | | | | | | | |
| Mill Road | 21 | 16 | 15 | 18 | 18 | | | | | | | | | | | | |

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|--------------|----|----|----|----|----|
| Tenison Road | 20 | 15 | 14 | 17 | 15 |
|--------------|----|----|----|----|----|

More recently, traffic monitoring and AQ data, comparing 'before' and 'after' the installation of a modal filter on Vinery Road, showed no significant increase in traffic or pollutant levels on Coldham's Lane and Mill Road; lower pollutant levels, and slightly higher cycle usage, were recorded on Vinery Road itself.

Mill Road has a very poor safety record – there are 5 accident cluster sites along Mill Road. All serious injury casualties between 2022 and 2023 (11 in total) were suffered by vulnerable road users (either pedestrian, cyclist or e-scooter rider). Active modes comprise a higher proportion of traffic flow on the Petersfield side of the bridge compared to the Romsey side. This could help explain why speeds are lower on the Petersfield side of the bridge and why there is a higher rate of collisions on the Petersfield side of the bridge (more bicycles/pedestrians interacting with motorised vehicles). It could therefore be argued that reducing traffic flows on Mill Road would improve road safety.

There are an increasing number of studies that show the benefits of modal filters / Low Traffic Neighbourhoods:

[Evaluation of low traffic neighbourhood \(LTN\)](#)

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| | | | | <p>impacts on NO2 and traffic (sciencedirectassets.com)</p> <p>A distinction should be made between a full public consultation and a formal TRO consultation:</p> <ul style="list-style-type: none">• In Spring 2022 a full public consultation on the proposal to close Mill Road bridge was carried out by the Greater Cambridge Partnership: Mill-Road-Spring-2022-Report (greatercambridge.org.uk)• In July 2022 the County Council's Highways & Transport Committee agreed to progress with the next steps to enable the implementation of the modal filter. It is a statutory requirement to consult on a TRO as part of this process. The statutory procedure is set out on this page: Permanent Traffic Regulation Orders Cambridgeshire County Council | |
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