

# Highways and Transport Committee: Minutes

Date: 13 September 2022

Time: 10:00am to 11.20am

Present: Councillors Alex Beckett (Chair), Neil Shailer (Vice-Chair), Gerri Bird, Piers Coutts, Douglas Dew, Lorna Dupre, Ryan Fuller, Anne Hay, Mark Howell, Simon King, Mac McGuire, Brian Milnes, Lucy Nethsingha, Alan Sharp and Simone Taylor

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

## 101. Apologies for Absence and Declarations of Interest

Apologies were received from Councillor Peter McDonald (Cllr Lucy Nethsingha sub), Derek Giles (Councillor Simone Taylor sub), Councillor Jan French (Cllr Mark Howell sub) and Councillor Mandy Smith (Cllr Anne Hay sub).

## 102. Minutes – 15 July 2022 and Action Log

The minutes of the meeting held on 15 July 2022 were agreed as a correct record subject to amendment and the action log was noted.

## 103. Petitions and Public Questions

No petitions were received.

## 104. Cashless Parking Solution Procurement

The Committee received a report that sought approval to commence the procurement for a cashless parking solution for a term of two years with an option to extend for a further 2 years. The current Cashless Parking Solution contract, awarded to Cobalt Telephone Technologies Limited, was due to expire in 2023.

During discussion of the report Members:

- Highlighted the financial benefit to the Council of a cashless system and noted how well the current app, Ringo, performed.
- Welcomed the multi-vendor approach detailed in the report, highlighting the inconvenience of downloading multiple payment apps.
- Drew attention to the rollout of Civil Parking Enforcement (CPE) powers across the county and questioned whether fines issued through such powers were able to be paid through the Cashless Parking Solution. The presenting officer explained that

finances were currently administered separately, and payments were made through the Council's website and that was unlikely to change. Members noted that District Councils were at different stages of rolling out CPE and the Council would continue to support the rollout.

It was resolved unanimously 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.

## 105. Highways Asset Management System Replacement

The Committee received a report presents the proposed approach to replace the current Highways Asset Management System. A fit-for-purpose Highways IT system was critical for continued compliance with statutory duties and to meet obligations for the Highways Service. The presenting officer informed the Committee that it was planned to tender for the new system in October with implementation of the system to take place through 2023/24.

During discussion of the report Members:

- Welcomed the report and expressed hope that it would allow officers to achieve more, more effectively and efficiently. A Member questioned whether the new system would ease somewhat, the staffing pressures faced by the service. The presenting officer informed the Committee that the system was intended to relieve transactional processes for officers and allow them to focus on delivery.
- Noted that the replacement system would enable a much greater degree of integration with contractors that the current system was unable to deliver. The increased integration would allow officers to populate the system with information much more easily which would, in turn, be visible to the public and Members allowing them to view progress.
- Expressed content with the specification for the system and highlighted the importance of the principle of redundancy and ensuring that suitable back up was in place in case of system outage. Commenting further, a Member stressed the importance of ensuring that software upgrades were built into the specification and contract. Members noted that the system was an 'off-the-shelf' system that would be configurable to meet the county's needs. During the procurement process officers would contact other local authorities to understand their experiences of the various systems.

- Thanked officers for the workshop and presentation to Members on the proposed specification. Commenting further, it was essential that the Council did better for residents in that regard. The presenting officer provided assurance to the Committee that information to Councillors and residents were key outputs of the system. A system that did not allow for the updating and inputting of information accessible by residents created a failure demand as questions were generated that would have to be investigated and answered. Members noted that the varying response times that depended on the severity of the network defect however, work would be undertaken with Milestone to ensure that residents had confidence in the timescales.
- Noted the comments of the presenting officer, stating that it was crucial a system that met the needs of officers, Members and the public was procured. There was an opportunity to improve the timescales and address current issues with achieving quotes from Milestone through mobile equipment and improved information logging. The system would also allow data to be collected on the work of utility companies, where that had generated complaints. Although it would be for the utility company to remedy the fault, the system could be updated to allow residents to see what progress had been made.
- Drew attention to the work of county broadband that was not coordinated, resulting in roads and pavements being dug up that had recently been resurfaced.
- Requested that the replacement system did not simply report a job as complete when it was not and in fact work was not being undertaken.
- Noted the desire to procure a system that provided interactivity for officers, elected Members, and residents alike and that the requirements were not unique to Cambridgeshire and the same challenges were faced by all local authorities.

It was resolved 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.

## 106. Key Performance Indicators – Highways and Transport Committee

The Committee received a report detailing proposed Key Performance Indicators (KPIs) for the Committee. The presenting officer informed Members that following the adoption

by the Council of a new Strategic Framework and Performance Management Framework in February 2022 a workshop with Members took place that sought to identify a suite of indicators based on the revised Strategic and Performance Management Frameworks.

During discussion of the report Members:

- Expressed concern regarding the removal of KPI 40a, “Classified A road condition. Narrowing the gap between Fenland and other areas of the County”. The presenting officer explained that the KPI should align with the priorities of the Council and the county. The KPI would not be removed entirely; it would sit underneath and be reported to the Committee at an operational level.
- Confirmed that strategic KPIs related to the strategic aims of the Council and the Committee and operational KPIs related to business-as-usual activities.
- Noted that assessing the road network wholistically would allow areas to be compared and direct investment to where it was needed most. It would also be possible to measure the impact of investment in specific areas.
- Noted that the inclusion of two separate indicator 32 was an error. The intention, noted by the Committee, was to expand indicator 32 to cover active travel more widely.
- Commenting further on indicator 32, it was suggested that it was not possible to accurately track whether the Council was on course to achieve its target. The presenting officer agreed to review the presentation and trend analysis of the indicator.
- Requested that information on active travel be made available by District Council area.
- Commented that it was not clear whether indicator 32b sought to double journeys taken on foot and whether it was measuring growth in terms of numbers of journeys made or simply a percentage that would be affected by increases in population.
- Noted that indicator 146 would continue to be monitored bi-annually following the COVID-19 pandemic and then would be reviewed.
- Drew attention to indicator 147 relating to traffic in market towns and suggested that the data appeared inconsistent with that held within the Cambridgeshire and Peterborough Combined Authority (CPCA) Local Transport Connectivity Plan. The presenting officer confirmed that a discussion would take place with the CPCA to ensure consistency across the organisations.
- Commented that movements within market towns were hidden from the data collection.

- Noted that the KPIs were a work in progress, and they would return through regular reporting to Committee.
- Noted that development of the KPIs would be an incremental process that would in time benefit from the adoption of new systems and technology that would collect data more accurately and effectively.
- Emphasised that the Committee should not solely focus on highways matters as its Terms of Reference covered transport also.

It was resolved 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.

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

The Committee noted its Agenda Plan, Training Plan and appointments to Outside Bodies and Internal Advisory Groups.

It was resolved unanimously/ by a majority to:

- a) Note the agenda plan.

Chair  
October 2022