

NOTE OF CYCLING ENGLAND DEMONSTRATION TOWN PROJECT BOARD MEETING

TUESDAY 19 DECEMBER 2006

RECEPTION ROOM, LANCASTER TOWN HALL

PRESENT: Councillor Gina Dowding (GD)
Peter Loker (PSL)
Ron Eckersley (RE)
Gary Bowker (GB)
Rachel Scott (RS)
Steph Lucas – Notetaker (SML)

		ACTION
1.	APOLOGIES Apologies were received from Councillor Janice Hanson, County Councillor Jean Yates, Martin Keyes and Derek Appleton	
2.	NOTES FROM 17 OCTOBER MEETING There were no corrections	
3.	MATTERS ARISING Bobbies on Bikes (<i>under Matters Arising</i>) RS updated the meeting. Launch had taken place and publicity in the local papers and a national cycling magazine. RS to chase up the problem with the supplier. GD requested a presentation on the work undertaken by the Bobbies, once all bikes have been delivered including allocation of bikes to policing beats.	RS RS
	Community Project Bids (<i>under Matters Arising</i>) RS had not received any further contact from Trumacar and Hala. The proposed funding can be reallocated to other projects.	
	Target for Doubling Cyclists (<i>under Matters Arising</i>) Agreed that Doubling Cyclists should be amended to read Doubling <u>Cycling</u> rates and this will be monitored in accordance with the Cycling England evaluation system operated through Sustrans.	
	Variable Message System Signs GB circulated an example of the matrix sign and said that the costs at Exeter were ~£20,000 and the DfT would need to approve them. It was not considered to be value for money at the present time and it was agreed to look at it again in six months times.	GB

<p>Poster-Boards RS said that Cultural Services had provided a price list for advertising on their poster-boards. May look to using these boards in the Spring to promote specialist events.</p>	<p>RS</p>
<p>Cycle Awareness Training (<i>under Matters Arising</i>) RS reported that the evaluation was that people thought it was interesting. Alasdair Simpson reported at the last Steering Group that he would be running some of the more technical modules.</p>	
<p>Workplace Action Plan (<i>under Matters Arising</i>) GD still to write to Councillor Quinton re enforcement of Planning Conditions requiring Workplace Action Plans. RS assessing the list of companies with requirement to produce an Action Plan.</p>	<p>GD</p>
<p>Mayer Brown Mayer Brown are holding regular progress meetings and have met with Dynamo. Progress meeting scheduled for mid January to produce the next draft. Possibility of presentation to the February Board meeting.</p>	<p>RE/GB</p>
<p>20mph Zone (<i>Item 5 (i)</i>) This had been considered at Full Council, but was not supported. It was noted that the Steering Group had recorded it as an aspiration. PSL said that it was possible to take this issue back to Council, but County are the "Highway Authority". RE stated that this was not thought to be a high priority for County. GB confirmed that this issue was included in the Mayer Brown report. It was agreed to keep "20mph District" as a long term ambition of the Board.</p>	
<p>Cycling and Walking Development Officer (<i>Item 5 (iv)</i>) RS reported that Cultural Services are still awaiting news of their Lottery Fund bid.</p>	
<p>Colin Pooley, Lancaster University Research Work (<i>Item 7</i>) PSL to write a letter of support on behalf of the Board.</p>	<p>PSL</p>
<p>Meeting with Tom Harris MP, 12 December (<i>Item 8 (ii)</i>) PSL reported on the meeting in London. Each CDT gave a presentation. He reported that we were the only "district" Council with CDT status, all the other towns had direct access to LTP. PSL and RE have arranged to meet with Ray Worthington from County to discuss how to access LTP monies and money from County, as a joint signatory to the bid. Tom Harris is keen to visit the area. He also stressed the importance of quantified achievements (cycling rates). It was agreed that this coming year we need to look at what is working and what has been/is being achieved. It was agreed that the next Board meeting should look at current evaluation results.</p>	<p>PSL</p>

4. **FINANCIAL UPDATE**

RS is chasing up invoices so we do not underspend. GB reported that the money for the Promenade infrastructure is likely to be spent February/March.

Cycling England need a report in March regarding next year. It was agreed that the planned expenditure for 2007/08 should be brought to the February Board meeting.

RS/GB

5. **REQUEST FOR FUNDING FOR "WHEELS FOR HEALTH"**

£4000 funding requested for a pilot, but not the purchase of the bikes. Future funding would not be met by CDT. Evaluation is built into this. Cycling England are keen on this project as it is the only one of its kind at present.

£4000 funding was agreed, with a request that a report comes back to the Board on how the project will operate.

RS

6. **WORKPLACE CYCLING OFFICER'S UPDATE REPORT ON BUSINESSES**

The report was noted and Beverley be thanked.

GD asked for update re Dallas Road School. GB reported that as a temporary solution, they were taking some steps out, a fence would be erected and stands installed and negotiations were continuing for a garage.

GD asked about Budgie Bikes, PSL has arranged to meet with Barry Cole on 16 January re development of Budgie Bikes.

7. **CYCLE STORAGE AT LANCASTER TOWN HALL**

GB reported that there are no Budgie Bikes at Morecambe Town Hall, but still have some at Lancaster. We pay £1 per bike, per day, but there has been very low usage of these bikes. The current agreement expires at the end of March. Currently looking at other cheaper alternatives. Budge Bikes own the bike cages at Lancaster and Morecambe. GB has received a quote for the replacement of the lockers at Lancaster Town Hall with a unit which will hold ~20/24 bikes. This will be subject to Listed Building consent. The cost is around £10,000.

GB/RS are to ask for funding from Cycle Aid for the shelter. GD requested that clear signage be included to explain where keys/further information is available. Agreed to limit the usage to Staff and Councillors, this in turn would free up the stands at the front of the Town Hall.

GB/RS

It was also agreed that when the main entrance to the Town Hall is moved to the side of the building, that Sheffield Stands are considered for outside this entrance.

One car parking space on The Wash would be required in order for the proposed shelter to go ahead. PSL volunteered to vacate his space. PSL said the issue of removing car parking on The Wash needs to be picked up by the Access to Services Sponsor Group and the Business Travel Planning Group. GB to submit a report. GD to write to the Leader of the Council regarding removing car parking on The Wash. RE/GB to write to Property Services

PSL

GB
GD
RE/GB

PSL to write to Barry Cole regarding not renewing the agreement for Budgie Bikes and the removal of the cages.

PSL

Agreed that CDT fund £10,000 for the work to provide new cycle park facilities on The Wash.

8. ROUTE PRIORITISATION AGAINST BUDGET

GB reported that there were more proposed routes than funding, but the costs will be clearer by January. "Safer Routes to School" bid required 50% match funding. There were four bids to Sustrans "Links to Schools" which would be assessed in mid January, these were:

- (i) Our Lady's High School
- (ii) Link from Heysham High to Greenway
- (iii) Westgate School to Greenway
- (iv) Morecambe Road to convert footways to shared use (this would provide links to three schools)

GB will be making a bid for top-up to Moorside School from Landfill Tax Money. There was also funding opportunity from Sita.

He was already working on bids to Sustrans "Connect to Living Landmarks" for the following:

- (i) Schola Green Lane – bridge over railway
- (ii) Oxcliffe Road bridge for cyclists and pedestrians alongside existing bridge
- (iii) Ramp from River Lune Millennium Park to Lune Aqueduct. He reported that British Waterways were also bidding for monies for this project from other sources.

These bids needed to be submitted this week and would be subject to public vote in October 2007.

It was agreed that for the next meeting GB would come up with a revised priority list based on "providing more trips" as a first consideration.

GB

GB gave update re University route – negotiations with landowners still ongoing. Also the route from the RLI, he needs to go back to them with a cheaper option.

10. **ANY OTHER BUSINESS**

RE reported for information that County Engineering staff would be shortly vacating Morecambe Town Hall and this would leave Kathy Bashford, the Bike it Officer in the office. It is hoped that she will be able to move to Palatine Hall to work alongside RS and BH when office space becomes available. This is being taken forward by RE in discussion with Peter Sandord.

11. **NEXT MEETING**

It was agreed that the meetings should be held on the same day as Cabinet meetings, so the next meeting has been arranged for 1.30 pm on Tuesday 20 February at Morecambe Town Hall. Sandwich lunch to be provided. The following meeting to be 1.30 pm on Tuesday 24 April at Morecambe Town Hall.

RE/SML