

Cycling England Demonstration Town Project - Steering Group Meeting

Monday 6 February 2006, 1.00pm
Council Chamber, Morecambe Town Hall

Present

Cllr Gina Dowding	(GD)	City Councillor - Cabinet Member (Partnerships/Sustainability)
Peter Loker	(PL)	Corporate Director (CS), Lancaster City Council
Jonathan Sear	(JS)	Estates Management, Lancaster University
Alison Page	(AP)	Furniture Matters
John Leach	(JL)	Dynamo
Dick Follows	(DF)	Dynamo
Matt Hodges	(MH)	Lancaster CTC
Donald Read	(DR)	Public Health, Morecambe Bay Primary Care Trust
Alasdair Simpson	(AS)	Lancashire County Council
Jason Kennedy	(JK)	Planning & Building Control, Lancaster City Council
Rachel Scott	(RS)	Economic Development, Lancaster City Council
Gill Haigh	(GH)	Communications, Lancaster City Council
David Owen	(DO)	Leisure Services, Lancaster City Council
Jim Robson	(JTR)	Area Manager (North), Lancashire County Council
Peter Byers	(PB)	Road Safety Group, Lancashire County Council
Carole Rutter	(CR)	Road Safety Group, Lancashire County Council
Ron Eckersley	(RE)	Engineering Services, Lancaster City Council
Gordon Maclay	(GM)	Engineering Services, Lancaster City Council
Gary Bowker	(GB)	Engineering Services, Lancaster City Council
Tracy Hopkins	(TH)	Engineering Services, Lancaster City Council

1. Apologies

Cllr Janice Hanson	(JH)	City Councillor - Cabinet Member (Transport & Regeneration)
Mike Hutchinson	(MH)	Lancaster CTC
Jacqui Thompson	(JT)	Public Health, Morecambe Bay Primary Care Trust
John Whitelegg	(JW)	Sustainable Transport Advisor
Alistair Kirkbride	(AK)	Dynamo

2. **Notes of last meeting held on 4th January 2006** - notes were accepted as an accurate record, though GD would like it noted that she is attending this group as Cabinet Member and Board Member of Cycling Demonstration Town.

3. Matters Arising

- 3.5 Funding / Management Agreements - the agreements have now been signed and returned to Cycling England / Department for Transport.

4. Vision / Terms of Reference / Communications Strategy

- ♦ Vision - DR fed in some comments that Public Health PCT would like to see in the Vision and RS had received some from JT. Amended draft will be re-circulated this week.
- ♦ Terms of Reference - draft III of this document was circulated at the meeting. Further amendments/additions were suggested and draft IV will be circulated later this week.
- ♦ Communications Strategy - it was agreed that this is vital to the publicity and getting the message about the Project out to the public. Any further comments to GH.

5. Update from Sub-Group Meetings

- (a) Revenue Sub-Group / Communications Sub-Group - notes from these two sub-groups had been circulated. Issues discussed included:

- ◆ Cycling for All guide - tourism/commuter publication.
- ◆ Article in the District Matters publication - RS will be contacting people for information to go in this.
- ◆ Police on Bikes - RS to investigate further.
- ◆ Paramedics on Bikes - it was agreed that DR would find out some more about this initiative.
- ◆ Personal Journey Planner - funding apparently coming from LTP ~ cycling to schools ~ cycling to work ~ ensure linkage of publicity.

If you are interested in attending future Revenue or Communications sub-groups please contact RS.

(b) Route Selection Sub-Group - GM circulated the notes from this sub-group at the beginning of the meeting. These were discussed in detail and further issues included:

- ◆ Sustrans "sign" - these arches will be placed in the "greenway" informing people that they are entering the Lancaster/Morecambe Cycle Corridor. It is a trial to see how the signs are received.
- ◆ Promenade - DO reported that a letter has gone to the ODPM requesting a change to the bylaw. Looking to change to shared use on the promenade from Teal Bay to Heysham. When decision received from ODPM, and after public consultation, final decision will go to full Council. Questions asked included: can we promote cycling on the promenade before the new bylaw is received? Can a pilot be held in conjunction with the consultation? DO agreed to provide a 2-sided report to CDT Board on 28th February detailing anything needed for this process with possible timetable.
- ◆ Bike It Officer - interviews being held (possibly) w/c 13.02.06. Will be line managed by Sustrans but duties will be outlined and agreed via Schools Sub-Group.
- ◆ It was noted that school routes will be a priority and it was agreed that £100K will be allocated for this work (in preparation for when decisions are made).

6. Management of the CDT Project

Lynne Sloman recently visited Lancaster and discussion included the following issues:

- ◆ Two additional posts were considered necessary ~ somebody to be overall Project Manager and somebody to deal with the promotion. It was noted that these posts would take approximately £180K out of the money awarded to pay for salaries, etc. It was felt that between RS, GM & GB, management of the project is covered. Perhaps one extra person would be useful in the doing and managing when the work actually starts?
- ◆ Is this something that employers could get involved in, ie, identified and interested person at certain places of employment encouraging colleagues to cycle.
- ◆ DO felt that perhaps this is something that Leisure Services could take on.
- ◆ Do we require overall Project Manager or technical support to what is already in place?

7. Cycle Training

PL welcomed PB and CR to the meeting. They are part of Lancashire County Council's Road Safety Team (Education and Training) and work closely with schools and colleges in the district with regards to cycling. A report was distributed and discussed. It was noted that they were not there to "pitch" for the job of training, but just wished to make the group aware of their position at the moment. Issues discussed included:

- ◆ The new National Standard is a determining factor of the grant. The Road Safety Team's opinion is that the National Standard is not going to work. It was agreed that this would be noted and reported back to Cycling England who say it is necessary.
- ◆ Ways of increasing the levels of people cycling - working with schools/places of employment.
- ◆ Liaison with the Bike It Officer (when in post).

- ♦ Raising awareness - encouraging car drivers to be aware of cyclists. It was agreed that this is an important issue that will need further exploration at a later date, though it was noted that LCC discuss cycling issues when running their road safety groups for car drivers.

PB and CR were thanked for their presentation.

8. Gyrotory System

JL informed the group that various routes for improvement have been discussed but Lancaster's gyrotory system has been avoided and it is a major problem for cyclists. It was agreed that this is an important issue that needs to be addressed and JTR agreed to arrange a meeting with the Highways Authority, Dynamo and CTC.

9. Linking Local Safety Schemes into the Cycle Network

JL asked if the needs of cyclists could be taken into consideration when improvement plans to highways are being carried out. It was agreed that this would be discussed at the meeting with the Highways Authority.

10. ROWIP (Rights of Way Improvement Plans) - Development of Cycle Network

This issue was raised as Dynamo feel that there is potential for improvements on some of the bridleways that appear to end at Parish boundaries. It was noted that in the 60's challenges to bridleways were often successful and became footpaths. PL felt that this is not something that we can take any further in this group and that JL should pursue it via his organisation.

11. Any Other Business

- (a) Community Chest - information had been circulated with the agenda about the Community Chest. PL asked the group whether they thought this was a good idea. Issues discussed included:

- ♦ Firm guidelines/be specific on what will be funded.
- ♦ This will be an opportunity for small ideas to flourish.
- ♦ The admin side of the work can be time consuming - but perhaps an outside organisation (for example, CVS) could take on this.

It was generally felt that this was a good idea and PL will take it to the Board.

- (b) Sustrans Rangers - following information received from Sustrans, the opportunity for Lancaster to fund a venue and buffet to the volunteer rangers was discussed. It was agreed that RS will investigate this further and bring it back to the next meeting.
- (c) Health on Wheels - DR informed the group that a local meeting to discuss Health on Wheels is due to take place. Anybody interested in this should contact DR at Slyne Road Health Promotion Offices (01524 386128).
- (d) 20 mph Zones (Residential/Schools) - it was agreed that this would be discussed at the meeting with the Highways Authority.

12. Date and time of next meetings

Monday 6th March, 1.00pm, Council Chamber, Morecambe Town Hall
 Monday 3rd April, 1.00pm, Committee Room B, Lancaster Town Hall
 Friday 5th May, 1.00pm, Council Chamber, Morecambe Town Hall

(The meeting closed at 16.15pm)