

Cycling England Demonstration Town Project - Steering Group Meeting

Monday 6th March 2006, 1.00pm
Council Chamber, Morecambe Town Hall

Present

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
Mike Hutchinson	(MH)	Lancaster CTC
John Whitelegg	(JW)	Sustainable Transport Advisor
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
Gary Bowker	(GB)	Engineering Services, Lancaster City Council
Tracy Hopkins	(TH)	Engineering Services, Lancaster City Council

1. Apologies

Cllr Gina Dowding	(GD)	City Councillor - Cabinet Member (Partnerships/Sustainability)
Cllr Janice Hanson	(JH)	City Councillor - Cabinet Member (Transport/Regeneration)
Jacqui Thompson	(JT)	Public Health, Morecambe Bay Primary Care Trust
Alistair Kirkbride	(AK)	Dynamo
Ron Eckersley	(RE)	Engineering Services, Lancaster City Council

2. Notes of last meeting held on 6th February 2006:

7. Cycle Training - National Standards: JL queried whether this had been checked with DfT and Cycling England. PL confirmed that it is part of our agreement with them.
10. ROWIP (Rights of Way Improvement Plans) - Development of Cycle Network: third line should read "...challenges to bridleway were often *unsuccessful*...."

3. (a) **Vision** - amendments from the last meeting had been incorporated before circulation. It was noted that "increase in cycling" should be to encourage new cyclists rather than expecting existing cyclists to cycle more.

Lancashire County Council also need to be added into the Vision and it was agreed that once this amendment had been made then the Vision would be approved.

- (b) **Terms of Reference** - final amendments were made and this has now been approved.

4. Progress from Sub-Groups and Meeting with Highways Authority:

- (a) RS circulated an update on current issues. Further information included:

- ◆ Bobbies on Bikes - RS circulated a Project Form - CDT purchase the bikes for the Police Cycling Project and the police would buy all the other bits. RS requested approval for the purchase of the bikes at a total cost of £1,200. The Morecambe Police are being very enthusiastic about the project but to ensure that they bikes are going to be used, perhaps they could provide a report after the first 12 months.

- ♦ Media Launch - on the whole, very positive.
 - ♦ Communications Working Group - next meeting 15th March, 9.30am, Palatine Hall. Everybody welcome.
 - ♦ Training and Kathy Bashford - some discussion took place about promoting cycling within schools. It was noted that Leisure Services do book cycling activities in the school holidays.
- (b) GB provided an update on current works/schemes due to start. It was noted that Bike It, University and Gyrotory routes had not been included in this list but will be included in due course. This will be updated again for the next meeting to include any further/additional work. The group were very impressed by the amount of work that is actually going on.
- ♦ A discussion took place around the pedestrian zone and Common Garden Street contraflow. PL requested that perhaps Sustrans could be commissioned to carry out a survey on the gyrotory system/contraflow/secure parking and then this group could approve a request to LCC.
 - ♦ Lancashire Locals - the District will be working with Lancashire County Council on highway matters. Lancashire Locals will encourage the working more closely.
- (c) Meeting with Highway Authority: this meeting took place on 28th February. Notes of the meeting have now been circulated to the Steering Group.

5. **Cycling on the Promenade**

DO reported that cycling is just one of the byelaws being looked at. Press release being prepared this week letting the public know what is being proposed. When approved by the ODPM it will need to go to Cabinet/Council. DO was requested to provide a process/timescales/information sheet to attach to these notes. RS reminded the group about Bike Week taking place in June.

6. **Management of CDT Project**

Once again, PL provided information that the Board will take any executive decisions (and approve requests for spending of the grant). The Steering Group will act as a link between the Board and sub-groups.

The Board have agreed in principle to fund another post to work closely with RS. Final details still being worked on. One of the roles for this post will be linking with local employers regarding cycling to work. Bearing this in mind and with the project management system in place (RS/GB/RE) it was not felt to have any added value by having a dedicated Project Manager.

RS is currently drawing up a list of 50+ employers in the District. The role of employers in developing a travel plan was discussed at length. It was agreed that Andrew Dobson's advice would be sought on the issues of S106 and specific conditions in planning applications.

7. **Community Chest**

RS received comments following the last meeting. Information is needed regarding Lancashire County Council's funding for parking. It was agreed that AS will take this back to County. Full details of the County scheme will be provided for the next meeting.

8. **Date and time of next meetings:**

Monday 3rd April 2006, 1.00pm, Committee Room B, Lancaster Town Hall
 Friday 5th May 2006, 9.30am, Council Chamber, Morecambe Town Hall