

## **AGENDA REPORTS PACK**

## **HIGHWAYS COMMITTEE**

**12<sup>th</sup> April 2016**

**Minutes of Meeting of the Highways Committee  
Held in the Village Hall, Lambs Lane, Cottenham  
On Thursday 25<sup>th</sup> February 2016 at 7.30pm**

**Present:** Cllrs McCarthy (Chair), Hodson, Morris, Ward, Wotherspoon, Young, Assistant Clerk  
**In attendance:** 1 member of public

- 16H/001. Any Questions from the Public or Press** – Standing Orders suspended 7.31pm – Resident presented photos to show the lack of visibility when exiting his business premises on the High Street, due to parked vehicles and said that in the last 8 months 2 employee’s cars had been written off whilst turning out onto the High Street. Standing Orders re-instated 7.33pm.
- 16H/002. Chairman’s Introduction and Apologies** - Apologies received from Cllr Nicholas (personal).
- 16H/003. Declarations of Interest** - None received.
- 16H/004. Minutes** - To resolve that the minutes of the Committee meeting held on 8<sup>th</sup> December 2015 be signed as a correct record. Cllr Morris’s time of arrival moved from Councillors Present to 15H/099 (in step with timeline of meeting) RESOLVED
- 16H/005. Consider responses to parking issues/complaints** received – Cllr McCarthy outlined report that was circulated prior to meeting. Cllr Morris said that the Neighbourhood Plan survey showed that the condition of the pavements in Cottenham were a major concern. Cllr Morris outlined the specific improvements included in the ongoing Pavement Improvement Project.
- Rooks Street** – Assistant Clerk to contact media suppliers asking them to make sure cables do not cause obstructions and all debris is removed.
- Telegraph Street** – Inconsiderate parking, particularly near to the doctor’s surgery, was causing access problems for emergency vehicles and buses. Cllr Ward suggested leafleting residents and/or putting notes on parked cars asking them to be more considerate. Cllr Morris said we can do a post box leaflet drop, but not on cars. Cllr Young suggested putting a notice up in the Doctor’s Surgery asking for considerate parking. Assistant Clerk will ask the Doctors Surgery to display a notice.
- High Street** – Photos supplied by resident were circulated. Cllr Morris said that parking restrictions would make little difference as visibility would still be limited. Standing Orders suspended at 8.04pm – resident asked if he could place a convex mirror on the house opposite his entrance (the house owner has agreed to this). Cllr Hodson queried risk assessment criteria. Cllr Morris stated that Highways and the Police were not keen on using mirrors due to low sunlight reflection/glare – but as the mirror was to be installed on private property, no permissions were needed and that any risk assessment was the responsibility of the parties involved. Standing Orders re-instated 8.07pm.
- High Street** – Despite ‘Keep Clear’ road markings, customers are parking in the lay-by opposite Cost Cutters blocking resident’s driveway. Resident would like double yellow lines. Cllr Morris said that yellow lines would have little impact, as you can park for a few minutes on them. Assistant Clerk to ask Cost Cutters to display a notice asking for considerate parking.
- Victory Way** – City 8 bus parking for up to 20 minutes at a time with engine running, causing visibility problems when exiting Victory Way (pedestrians and motorists) as well as pollution. Cllr Morris said that buses parked there as it was the start of the route and that all buses were gradually being replaced with lower emissions ones. Cllr Morris stated that Victory Way/Lambs Lane junction improvements were part the current Pavement Improvement Project. Cllr Young suggested buses use the primary school lay-by, outside of school drop-off and pick-up times. Cllr Ward suggested changing the start of the route to the bus stop outside the Curry Palace because the road was considerably wider. Assistant Clerk to write to Stagecoach asking if they have investigated other possible starting points and to ask drivers to switch off the engine when stopping for 20 minutes.
- 16H/006. Consider responses to speeding complaints received** – Cllr McCarthy outlined report that was circulated prior to meeting.

**High Street** – Dropped curbs were there because of the crossing. Cllr Morris asked if there was any evidence of speeding vehicles - in the past the Police have asked for video evidence, but no resident provided this. Perception of speed can appear greater the closer to the road you are. Cllr Wotherspoon said that very few vehicles were actually speeding, and as more than 85% of drivers obey the 30mph limit, the Police are unwilling to impose additional speed restrictions. Cllr Morris to obtain further suggestions from the Neighbourhood Plan workshops.

**Rooks Street** - The grass verges by the bungalow has been destroyed by HGVs mounting them. Cllr Young said that Rooks Street being used as a rat-run has been a long term problem. Cllr Morris said at least one side of pavement needs to be widened, thus making roads narrower. The grass verges belonged to the bungalows. Cllr McCarthy suggested the use of width restrictions. Cllr Young said these would cause problems with delivery vehicles, removals lorries, etc. Cllr Morris to obtain further suggestions from the Neighbourhood Plan workshops.

**16H/007. HCV Joint Parishes meeting 20<sup>th</sup> January 2016** – Cllr Ward outlined the history of the HCV (Heavy Commercial Vehicle) joint Parishes group and the areas covered; the only route that affects Cottenham is Twenty Pence Road. Cllr Ward also outlined the report from the meeting held on 20<sup>th</sup> January 2016. Limiting HCV traffic to access only was more enforceable. Cllr Morris commented that access only would probably not be as effective as loading only. Cllr Ward said that access only would become more effective if all hauliers took the Mick George approach (as outlined in reports pack). Cllr Morris stated that he and Cllr Mudd have a council mandate to speak to local hauliers and will mention the Mick George approach to them.

**16H/008. Neighbourhood Plan** -Cllr Morris outlined the main highways related issues raised from the survey. 75% of respondents highlighted pavements and crossings as a major concern. The pavement project currently underway includes 2 new crossings and there are S106 monies to install 2 zebra crossings – 1 on Beach Road/Brenda Gautrey way and 1 at on the High Street at the end of Wilkin Walk. Another big issue is the banning of HGVs through the village. The survey also showed that more people would use public transport if journey times were decreased into Cambridge. Residents would also like to see more cycling routes, more parking and better roads.

**16H/009. Report for APM** – Cllr McCarthy listed the main projects as: pavements (work in progress), TROs (Lamb’s Lane, Twenty Pence Road Lay-by and Shaun’s parking) and the Beach Road speed reducing buffer zone. Cllr Morris suggested that the Highways Committee attend Neighbourhood Plan workshops.

**16H/010. City Deal** – Cllr McCarthy outlined report circulated prior to meeting. The main purpose of the City Deal is to attract more businesses, thus more employment into the area by 2031. The first stage is to upgrade current infrastructure. Assistant Clerk left the room at 9.04pm, followed by Cllrs McCarthy, Morris and Young (intruders) – returned at 9.07pm. Milton Road and Histon Road are to be widened, CPC are concerned that this will have a knock-on effect as traffic would back up from Histon Green as a result of, tailbacks from the A14 and A10.

**16H/011. Consider the traffic implications of proposed developments in Cottenham** – Cllr Morris outlined report circulated prior to meeting. Traffic data used by developers is flawed; predictions are based on less cars per household than Cottenham has, they have not taken into account poor public transport links, distance from developments to bus stops or the closure of A14 junction (Oakington/Dry Drayton). Cllr Young pointed out the congestion at Histon Green would worsen. Cllr Wotherspoon suggested the use of an Independent Traffic Consultant (ITC) – CPC would be able to use the findings as part of the representations made to SCDC regarding major development planning applications. Resolution to recommend appointing an Independent Traffic Consultant (ITC) to analyse impact of proposed major developments, up to a cost of £10,000.

**RESOLVED**

**16H/012. Traffic Regulation Orders (TROs)** - Consider complaining to CCC about delays in implementing TROs – report circulated prior to meeting – Resolution to write letter of complaint to CCC regarding lack of resources to process TRO application. **RESOLVED** Cllr Morris to write.

**16H/013. Matters for consideration at the next meeting** – update on appointment of ITC including traffic implications of proposed major developments.

**16H/014. Date of next meeting** – 12<sup>th</sup> April 2016

**16H/015. Close of meeting** -9.40pm

Signed \_\_\_\_\_ (Chair) Date \_\_\_\_\_

## **16H/020. Update on Remembrance Sunday**

To follow.

## **16H/021. Update on appointment of ITC including traffic implications of proposed major developments**

Given the importance of the traffic projections related to the various major developments, we have been reviewing those submitted against various sources:

- An independent and extensive set of measurements made by an independent consultant in 2006
- An independent analysis based on the TRICS database used widely in the industry
- Several direct measurements of trip generation on key junctions in Cottenham

The work is not yet complete but there are indications that the developer projections seriously under-estimate the traffic that will be generated by the projects; probably because of the proximity of Cottenham to a virtually unique economic hot-spot – Cambridge – and, given the nature of many of the Cambridge-based jobs, the lack of viable alternatives to single-occupancy journeys by private car. This is likely to be further exacerbated in future by the concentration of alternative transport means on the newer settlements.

## 16H/022. Update on all outstanding TRO applications received

25<sup>th</sup> February 2016: **16H/012**. Resolution to write letter of complaint to CCC regarding lack of resources to process TRO application. **RESOLVED** Cllr Morris to write:



The Parish Office,  
Right Side Entrance, Community Centre,  
250a High Street,  
Cottenham,  
Cambridge CB24 8XZ  
Tel: 07503 328401  
[clerk@cottenhampc.org.uk](mailto:clerk@cottenhampc.org.uk)

FAO Graham Hughes  
Executive Director  
Economy, Transport & Environment  
Box SH1313  
Shire Hall  
Castle Hill  
CAMBRIDGE CB3 0AP

### Resources for Traffic Regulation Orders

Dear Graham

We were understandably concerned when our Clerk was recently informed by one of your staff – Sharon Piper - that you have no resources to process applications for Traffic Regulatory Orders.

We have several such requests in the pipeline, including:

- one submitted last November on which we were initially advised of a delay until the New Year but now this has moved back further.
- another involves imposition of short-term parking restrictions outside the premises of what is soon to be our Post Office.
- another involves arrangements for the Remembrance Sunday parade in November.

We have several other consultations in hand to improve life for our residents so it is disappointing to hear that already protracted delivery timescales seem to have worsened considerably.

Your department seems to still be accepting requests and collecting the cash but with no action. Is this another ploy to ease the County Council's finances?

Please advise what steps are being taken to restore a more appropriate service level.

Yours sincerely

Frank J Morris BSC (Eng) ACGI CEng FIET  
Chair  
Cottenham Parish Council

cc Heidi Allen MP  
County Councillor Jenkins  
County Councillor Mason

We have received 2 responses:

My ref: FDB 832679  
Your ref:  
Date: 04/13/2016  
Contact: Sonia Hansen  
Direct dial: 01223 743817  
E Mail: [Sonia.Hansen@cambridgeshire.gov.uk](mailto:Sonia.Hansen@cambridgeshire.gov.uk)



**Economy, Transport and Environment**  
Executive Director, Graham Hughes

Mr Frank Morris  
Chairman  
Cottenham Parish Council

Local Infrastructure and  
Street Management  
SH1204  
Castle Hill  
Cambridge  
CB3 0AP

Dear Mr Morris,

Thank you for your letter, I completely appreciate your frustration over the delay.

The Policy and Regulation team covers the whole of the County and as I am sure you can imagine the volume of requests for Traffic Regulation Orders (TRO) is significant, given that the majority of work that takes place on the public highway requires either a new TRO or amendments to an existing one. Unfortunately given their current commitments, including the end of the financial year, I regret that they have been unable to commence the statutory process on a number of third party requests.

Unfortunately they have an unprecedented volume of work to complete at the present time with a temporarily reduced staff resource. Recruitment across Highways in general has proved difficult in recent years and these posts have unfortunately not proved an exception. Thankfully following extensive recruiting, our preferred candidates have accepted their respective posts. We are currently just finalising the start date. Whilst there will be a period of training, it is hoped that the additional resource will significantly improve the teams capacity.

Once again I am very sorry for the delay and I assure you that we will action the Third Party requests in order of receipt as soon as possible but an exact date cannot be confirmed at this point of time. If you would like an update on progress please contact the policy and regulation team directly via e mail [policy.andregulation@cambridgeshire.gov.uk](mailto:policy.andregulation@cambridgeshire.gov.uk)

Yours sincerely,

A handwritten signature in black ink, appearing to read "Sonia Hansen".

Sonia Hansen  
Traffic Manager  
Cambridgeshire County Council



**Email received 8<sup>th</sup> March:**

Dear Sam

Thank you for your applications for further Traffic Regulation Orders in Cottenham.

As I am sure you will not be surprised to hear, the number of third party funded schemes across the County is increasing and to be honest our resources have struggled to keep up with the demand, given spend of our own money has been the priority (otherwise we lose it). Therefore we are actually in the process of reviewing our third party process, with the aim of having a revised and more robust approach in place for the start of April.

I am very sorry for the delay and I assure you that we will action the Third Party requests in order of receipt as soon as possible but an exact date cannot be confirmed at this point of time. If you would like an update on progress please contact the policy and regulation team directly via email [policy.andregulation@cambridgeshire.gov.uk](mailto:policy.andregulation@cambridgeshire.gov.uk)

In light of previous comments from the Parish Chairman, we will not bank the administration fee cheques until we are able to proceed.

Kind regards

Sharon Piper  
Policy and Regulation Manager  
Local Infrastructure and Street Management  
Cambridgeshire County Council

0345 0455212

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The above correspondence has been forwarded to Councillor Mike Mason on 6<sup>th</sup> April 2016 to follow up.

The TRO/TTRO's outstanding are:

Lambs Lane: Double yellow lines  
High Street: Parking restrictions outside Shaun's News  
Twenty Pence Road: No overnight parking in layby  
Remembrance Day Parade: various road closures

### **16H/023. Update on pavement improvement project with CCC**

To follow (awaiting response from CCC)

### **16H/024. Consider Highways issues and options in the Neighbourhood Plan**

The survey exposed a high degree of dissatisfaction with Cottenham's traffic, pavements and pedestrian crossings with many advocating strong measures such as diverting traffic, especially HGVs from the High Street. That dissatisfaction was matched by the strength of opinion that something needed to be done.

As Cambridge's economy continues to thrive, increasing through traffic from west of Ely to west of Cambridge, the pain will increase and "doing nothing" may no longer be an option.

If the pain becomes great enough, we will have to consider radical solutions to mitigate the consequences. Possible solutions include traffic controls to restrict flows when traffic is heavy or short arc roads to divert traffic from the most affected areas; other ideas are invited.

Some graphics highlighting the demands and some possible solutions are being prepared for the next round of consultation on options for inclusion in the proposed draft Neighbourhood Plan which will itself be the subject of extensive consultation and review prior to the referendum.