

AGENDA REPORTS PACK

HIGHWAYS COMMITTEE

25th January 2022

22H/005. Minutes

Draft Highways Committee Meeting Minutes

Meeting held at Cottenham Village Hall on 16th September at 7.30pm

Present: Cllrs Ward (Chair), Henderson, Loveluck and the Assistant Clerk

In attendance: one member of the public

- 21H/014. Election of Chairman-** Resolution that Cllr Ward take the Highways Chair. Proposed Cllr Loveluck and seconded by Cllr Henderson. **RESOLVED.**
- 21H/015. Chairman's Introduction and Apologies –** Apologies accepted from Cllr Hewitt (work) and Cllr Wotherspoon (personal).
- 21H/016. Public Participation –** Standing Orders suspended 7.35pm. Resident currently runs Speedwatch group and in attendance for item 21H/019. Reports - Management of MVAS sign. Standing orders reinstated 7.35pm.
- 21H/017. To accept Declarations of Interest and Dispensations –** None given.
- 21H/018. Minutes –** Resolution that the minutes of the Committee meeting held on 23rd March 2021 be signed as a correct record. Proposed Cllr Loveluck and seconded by Cllr Henderson. **RESOLVED.**
- 21H/019. Reports:**
- **Management of MVAS Sign –** Meeting closed at 7.42pm, to examine MVAS and discuss its operation. Meeting reopened at 8.04pm. Speedwatch co-ordinator will speak to the rest of the group about potentially managing the MVAS.
 - **Clerk's Report –** Noted. Asst. Clerk has spoken to Local Highways Officer; recently back from sick leave. Still waiting for outstanding gully cleansing; gullies taking longer to cleanse than previously, and large backlog of work. Asked LHO to chase bollards ordered for High Street, overgrown hedge on Brenda Gautry Way, and raised manhole cover on Oakington Road. Will also speak to resident regarding unofficial 30mph sign. Areas of pavement put forward for repair now being costed and assessed for priority for 1st Tranche of funding.
 - **Local Highways Initiative (LHI) schemes –** Pleased that engineers have taken comments on board, and moved location of buildout, although questioned why not near the Persimmon development. Asst. Clerk to check with engineer. Still waiting for pole on Histon Road, was due to be installed 31st August, still not in position, AC to chase again.
 - **County Councillor report –** Deferred.
 - **Installation of new cycle stands -** question whether zero carbon funding would cover cost of installation. Asst. Clerk to chase Redrow and CCC funded cycle stands.
 - **Bridleway applications on Church Lane, Long Drove -**Member of the public left at 8.20pm. Report noted.
 - **20mph Scheme –** Need to understand how policy has changed now new CCC administration. Updated needed from Cllr Gough.
- 21H/020. 'No motorcycle' sign in cut through from Tenison Manor –** To consider responses to resident survey and whether to approve siting of no motorcycle signs on cut through to Tenison Manor. 25 surveys sent out to nearby residents; 3 responses all positive towards installing

the signs. Resolution to accept residents offer to pay for and install no motorcycle signs on cut through from High Street to Tenison Manor. Proposed Cllr Ward and seconded by Cllr Loveluck. **RESOLVED.**

- 21H/021. CPC Highways 4-year strategy** – To review current draft of 4-year Highway’s strategy. Need an updated price list from County Highways. Resolution to adopt draft of 4-year Highway’s strategy. Proposed Cllr Ward and seconded by Cllr Henderson. **RESOLVED.**
- 21H/022. LHI funding in 22/23** - To consider bidding for LHI 22/23 funding. Deadline for applications in 2 weeks. No project ready to go, will not bid for funding this year.
- 21H/023. Community Transport Scheme-** To consider running a Community Transport Scheme. Big project, needs a working party. Resident has contacted Clerk to request PC contact dial-a-ride to operate in Cottenham; Community Care Car only taking to medical appointments currently. Need to check S106 agreements for what community transport money can be spent on. Resolution that the Asst. Clerk contact dial-a-ride to enquire about operating in Cottenham. Proposed Cllr Ward and seconded by Cllr Loveluck. **RESOLVED.** Asst. Clerk and Chair to draft article for next Cottenham newsletter to gauge interest in setting up a Community Transport Scheme.
- 21H/024. Waterbeach to Cambridge Project- To consider the proposed routes and their impact on Cottenham** – No consultation period running currently. Noted.
- 21H/025. Duelling of A428 – To consider impact of A428 duelling on Cottenham** – Deferred.
- 21H/026. Community Gritting Scheme** – To consider taking part in Community Gritting Scheme. Resolution to take part in Community Gritting Scheme. Proposed Cllr Ward and seconded by Cllr Loveluck. **RESOLVED.**
- 21H/027. Considerations for next meeting-** 20mph zone, CCC update, Community Bus Scheme, Speedwatch management of MVAS sign, Developments
- 21H/028. Date of next meeting** – 14th December; possible additional meeting held sooner, Cllr Ward to check Cllr Gough’s availability.
- 21H/029. Close of meeting** – 8.53pm

Signed _____ (Chair) Date _____

22H/006. Reports

Clerk’s Report

(LHO = Highways Officer, AC = Assistant Clerk)

Anything in bold is new or an update

- Blocked Gullies – 16/09 Still waiting for outstanding gully cleansing; gullies taking longer to cleanse than previously, and large backlog of work. Some jetting has been carried out on Beach Road, and Lambs Lane. Reporting system currently being updated, LHO will have a clearer picture of which areas have been covered. **See liaison report below**

- High Street bollards – 01/07/21 9 bollards scheduled for replacement on High St in next two weeks. 16/09 Bollards ordered whilst LHO on sick leave, LHO chasing order. **All now replaced.**
- Oakington Road – 16/09 LHO speaking to development management for update on raised drain cover. Will remove unofficial speed sign and speak to resident **See liaison report below**
- 11/3/20 LHO to mark-up 2x limited parking bays by Post Office
- Overgrown hedges – Brenda Gautry Way/ Beach Road: Raised with LHO 16/09. **Laurels cut back. LHO investigating who owns bramble strip**
- LHO has put forward various areas for footway repair. These are being costed and assessed for priority for 1st Tranche of funding, of a 5-year funding programme. **Various pavement areas resurfaced. More still on list.**
- **Anglian Water have been in contact with details of the next phase of works, currently scheduled from 31st January to 6th April. This involves some further road closures.**

Highways Liaison meeting

Second quarterly Highway's liaison meeting took place via zoom on 10th December with Cllr Gough, LHO James Broder, and Clerks from Willingham and Rampton.

Winter maintenance in full swing, with major p1 routes gritted, Secondary p2 routes are gritted when temps 0 or below for 5 days.

Gulley cleansing due to take place in quarter 4: Jan-March. All accessible gullies should be cleansed. New reporting system, Carbon Tech, in place using tablets with crews updating system as they clean. Crews are given a program which they work through – via network management officers. Cyclic teams will check for problems: fill to top and check draining away properly. Any not draining reported to James to investigate further. Gulley Intervention levels: standing water over gulley top 2 hours after rainfall, triggers investigation. Work actioned if threat of flooding to properties or impedes road network, under 28-day order (urgent category 2). Full intervention details in the appendix of [Highways operational standards](#). Previous jetting works from 2020: ADC going through previous reports over last 12-14 months and adding to Carbon Tech, but slow process. Problem areas: Beach Road: jetted, discovered some issues, but still waiting for reports. Carbon Tech being used to record jetting, but not to record problems on the runs themselves yet. Should be brought in early 2022. Corbett Street: jetted end to end a couple of months ago. Still complaints from resident, so investigating run down Rook St into Denmark Rd and Beach Road. The Green layby: James has requested SCDC to clean out debris obscuring gully. Victory Way: no issues with run on cul de sac, any flooding due to the way the water sits, after periods of flash flooding. 2/5-year events can overwhelm system.

Pavement resurfacing – James puts forwards areas and provides maps for surveyors, but has no control over which areas are covered, and when. Running as a 5-year programme. Parishes only receive advance notice when road needs to be closed. James has put forward majority of footpaths in his patch, so likely other areas will be covered over 5-year period. Pelham Way is on the list but was not included in recent works, as pre-patching required too extensive. Pelham Way isn't included on 22/23 schedule, but James has ordered work for a particularly bad patch outside no. 13. Possibly some extra patching money available within James's budget, which he will look at using for Orchard Close if enough funds to cover.

Line painting – Weather dependant so not done in winter, apart from statutory markings such as stop signs and give way signs. Investigatory criteria: 70% eroded. All parking restrictions in county currently under review. Parking enforcement team taking over parking enforcement over county from Police. Likely to see a lot of markings being refreshed over next two years.

Missing speed sign Oakington road – James has spoken to development management inspector. Developers have been told numerous times to put out temp signage, which they have but disappears, or get moved further out from start of the 30mph limit. They’ve not replaced permanent sign as still waiting for moving of speed limit to be signed off.

Overgrown shrubbery - Bramble strip by 10 Brenda Gautry Way: James to ask searches team to check adoption documents to identify ownership. Wilkin Walk: brambles levelled to ground level– will still need maintaining, to keep down. Won’t use weed killer on this area. Passageway Frankin Gardens to High Street – James to investigate, as unsure of ownership.

Bollards knocked over bollard by Cottenham Club to be refixed next two weeks. Raised issue of missing bollards by Cottenham Club. Difficult to source replacements currently.

Major Developments – Assistant Clerk

work anticipated linked to new housing developments – next Developer liaison meeting 27th January

Where	Reason	Responsible
Oakington Road	Work to culvert in the ditch	Bellway
Oakington Road	Footway from Persimmon to Bellway	Persimmon
Oakington Road	Widening of existing footway to create shared footway/cycle path – from Bellway to RAB	Bellway/Persimmon
Rampton Road	Widening of existing footway to create shared footway/cycle path – Oakington Road RAB to Histon Rd	Bellway/Persimmon
Oakington Road	Realignment to road	Bellway
Oakington Road	Resurfacing	Bellway
Oakington Road/Rampton Rd	RAB improvements	Bellway/Persimmon
Rampton Road	Toucan Crossing	Redrow/Tilia
Rampton Road	Foot/cycle way improvements – details not specified in conditions	Redrow
Rampton Road – Northern site entrance of This Land site to south of Oakington Rd junction	Shared foot/cycle way	Tilia
Histon Road	Widening of footway between the junctions of Dunstall Field and Appletree Close	Tilia
Various	Dropped kerbs/tactile pavement	Redrow
3 x locations	Cycle parking	Redrow
Rampton Road	Traffic Calming/extension of 30mph limit	Tilia
Lambs Lane/Victory Way	Replacement bus shelter	Redrow/Tilia

Rampton Road	Various utilities for both sites AW connection to Tilia likely to be 2x weekend closures	Redrow/Tilia
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*Not a condition, but in their travel plan

Update on LHI Bids

Oakington Road LHI (2021/22 bid)

Bid submitted for traffic calming on Oakington Road:

- Introduction of a 40-mph buffer
- A chicane feature as you enter the 30mph limit
- Remarking the 30mph roundel plus red surfacing and dragon's teeth

The engineer working on the project has confirmed there are no MVAS posts included, due to width of verge/restrictions working on the pavement due to new pavement works. A road safety audit was submitted in November; these can take up to 8 weeks to be approved.

Management of MVAS sign – Assistant Clerk

Still no post installed on Histon Road, however there is a post nearby which may be suitable. Oakington PC have confirmed they attach their MVAS to lampposts. We need to identify suitable lampposts and apply for a street lighting licence for attachments.

Management of MVAS includes moving every three weeks/switching off for set periods, downloading and analysing data captured, and sending data to Cambridgeshire constabulary.

Our insurers have confirmed that our Public Liability and Employers Liability would extend onto the individuals within the Speedwatch group.

This is provided that the following criteria is met:

- The Speedwatch group is under direction of the council.
- we are satisfied with their risk assessment and control measures.
- we are satisfied that they have the necessary experience to move the equipment from post to post.

Installation of new cycle stands – Assistant Clerk

Redrow funded cycle stands at Denmark Rd junction, Telegraph St junction and Lambs Lane junction

No further update has been received, still waiting for condition to be discharged.

CCC Tranche 2 Active travel stands at Pound Car Park, Co-Op and Butchers

Cllr Gough has tracked down the person at CCC dealing with this; update from 4th November 2021: preliminary designs for the cycle parking at the three locations in Cottenham will be completed shortly and we will then be consulting on them with stakeholders.

SCDC Zero Carbon Communities grant funded stands at WARG field and Fen Reeves

£1,550 awarded to CPC to provide cycle stands at WARG field, off Histon Road. Volunteer needed to obtain quotes to supply and fit cycle stands.

22H/007. Community Transport Scheme - To consider running a Community Transport Scheme- Assistant Clerk

We have approx. £250k in S106 money which will become available in a 1- 2 years “towards the provision of a fixed timetable and demand responsive community vehicle serving the developments and whose destinations shall include Oakington Guided Bus Stop and Waterbeach station”. We need to start planning how this might work in practice. We have previously explored how this could be used: see document ‘Setting up and operating a community bus scheme in Cottenham’, sent separately.

We do need to be mindful of the wording of the S106 agreements:

Persimmon: “A subsidised bus service with a fixed timetable during commuter hours between the development and the destinations of Oakington busway stop and Waterbeach train station”

Redrow: "contribution towards the cost of a new fixed timetable and demand responsive community vehicle serving Oakington guided busway stop and Waterbeach train station”

Tilia: “towards the provision of a fixed timetable and demand responsive community vehicle serving the development and whose destinations shall include Oakington Guided Bus Stop”

22H/008. 20mph Scheme – To consider next steps for implementing a 20mph zone in Cottenham

The County Council’s current 20mph policy is that 20mph speed limits may be permitted at sites:

- where the mean speed of traffic is 24mph or lower
- where speed reduction features will achieve a mean speed no greater than 24mph

The County Council’s Highways and Transport Committee is due to meet on 25th January, with an item on the agenda looking at 20mph Schemes. The recommendation is to approve the establishment of a separate 20mph fund and associated process; The process for a third-party applicant to apply for a 20mph zone will broadly follow that of the existing Local Highway Improvement (LHI). It is anticipated it will be a rolling programme for at least 3 - 5 years, with applications yearly to the agreed funding threshold available. A defined application window to submit applications for funding will be opened for a period of two - three months, this will be communicated to parishes in advance, and will be separate from the LHI window.

Taken from the County Council’s Highways and Transport Committee agenda document pack:

Appendix 1 – Prioritisation Parameters for 20mph Zones 20mph Zones – Scoring Criteria

The number of schemes which will be introduced will depend upon available funding.

20mph is appropriate for built-up areas with a depth of residential development or community space where vehicles and vulnerable road users are expected to mix and physically separated provision (e.g. off-road cycle facilities) is not possible.

In assessing community support, officers should review the views of local members, Parish councils and give weight to petitions and local residents' views.

Locations will then only be considered for 20 mph limits or zones if two out of three of the following criteria are met:

1. Current mean speeds are at or below 24 mph
2. There is a depth of residential development or community space (e.g. high street) and evidence of pedestrian and cyclist movements within the area.
3. There is a record of injury collisions (based on police collision data) within the area, over a period of the last five years.

Assuming a potential scheme meets these requirements, there is a need for a mechanism to prioritise these for consideration to be funded from budgets that may be available from the Council.

The prioritisation criteria for the implementation of 20mph zones/ 20mph limits utilises a weighted point system based on the following criteria:

Criteria
Total population/residential properties within area
Elderly people as a proportion of population
Schemes which reduce number of injury collisions
Existing recorded weekday average speed - Applicants to provide us with speed data with application to demonstrate current vehicle speeds, collected over a period of seven days within the last calendar year, by some form of acceptable speed survey equipment. Greater amount points wise for those schemes which would qualify based on meeting the 24mph or less average - 'quick wins'
Pupil numbers within proposed 20mph area
Evidence of Public Support e.g: Petition(s) received Speedwatch Prior LHI bids Walking buses Local campaigning
Cost
Cycling encouragement: e.g., Part of the national cycle network

No / limited off-road cycle provision within area Evidence of suppressed demand for active travel
social amenities such as playgrounds, doctors, nurseries, where there is a demand to access?

More information on the proposal can be found on the County Council’s website:

<https://cambridgeshire.cmis.uk.com/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/1714/Committee/62/Default.aspx> Agenda item 7.

For anyone wishing to follow this item, the meeting will be live streamed

<https://www.cambridgeshire.gov.uk/council/meetings-and-decisions/council-meetings-live-web-stream>

As a reminder, the latest speed survey data (Oct 2020) was:

High St (Curry Palace)	North	23.4	South	23.9
High St (Baptist Church)	North East	24.6	South West	24.3
Denmark Rd	East	23.6	West	22.7