

**Rutland County Council**  
**Highways & Transport Working Group**  
**Date 9<sup>th</sup> February 2022 – 14:00-16:00**  
**Virtual Meeting via Teams**  
**MEETING NOTES & ACTIONS**

**Attendees**

Cllr Ian Razzell (CllrIR), RCC - Portfolio Holder for Highways & Transportation and Road Safety (Chair)  
 Cllr Oliver Hemsley (CllrOH), RCC Council Leader  
 Heather Caldicott (HC), RCC – Transport Strategy Manager  
 Penny Sharp (PSh), RCC – Director of Places  
 Angela Culleton (AC), RCC – Head of Safe & Active Public Realm  
 Emma Odabas (EO), RCC - Acting Senior Transport Manager  
 Deborah Collier (DC), Leicestershire Police (Team Leader Safety Camera Team)  
 Graham Compton (GC), Leicestershire Police  
 Andrew Tatt (AT), RCC – Senior Highways Manager  
 Charlie Wardle (CW), RCC – Interim Highways Engineer  
 Paul Slater (PS), RCC – Highways Engineer  
 James Von Der Voelsungen (JVV), RCC – Parking Services Manager  
 Rob Thomason (RT) – RCC Transport Strategy Officer  
 Rebecca Mann (RM), RCC – Business Administrator for Transport (Minute Taking)

Area of Business	Action
<b>1. Welcome and Introductions</b>	
<ul style="list-style-type: none"> <li>• CllrIR welcomed everyone to the meeting.</li> <li>• Introductions were provided by group members.</li> <li>• Apologies have been received from Lesley Panton and Darren Weston.</li> </ul>	
<b>2. Minutes of the previous meeting</b>	
<ul style="list-style-type: none"> <li>• Minutes of the November 2021 HTWG meeting were formally approved by the group.</li> </ul>	
<b>3. Police Update</b>	
<ul style="list-style-type: none"> <li>• GC provided an update on the casualty position across the force up to end of 30<sup>th</sup> Sept 2021 Rutland had 10 KSI including 3 fatalities. The full data for 2021 will be available in April 2022 and will be shared with members. The National Drink Drug campaign held in December 2021 outlined concern over increasing figures associated with this across the Force area, with 145 arrested including 35 drug related arrests, and the remainder for drink. The highest percentage were male and under 25's. The National figures will be available next week and will be shared with the group.</li> <li>• GC advised they are recording incidents involving E-Scooters. This information is going to the DFT as an emerging problem. JVV confirmed we only have one E-Scooter incident that happened this week and have reported that to GC and community safety and we will continue to monitor the situation.</li> </ul>	

<ul style="list-style-type: none"> <li>• CW asked about data on mobile phone use. GC confirmed that there is a national campaign currently running until the end of the month on mobile phone use. Distraction is the 2<sup>nd</sup> highest contributory factor, next to speed, causing accidents. The law is changing on 25 March 2022 to close the loopholes for usage of mobile phones.</li> <li>• CllrIR commended the force for all the hard work that they do in these areas.</li> <li>• DC updated on the infrared technology that was due in November. It was delayed but will be collected today so all vans will have the infrared technology to improve visibility in low light areas. We are in the process of recruiting a new enforcement officer and they should be trained and in post by the summer. We are also looking at replacing 2 of our vans.</li> <li>• DC gave the enforcement figures for the 2021 year as 333 Visits, 2616 offences detected, 621 hours of enforcement. These figures will be broken down into months and circulated.</li> <li>• DC asked about 3 TRO's. CllrIR asked if AT could address this outside of the meeting.</li> <li>• CllrIR asked if the enforcement vans could be out during commuter time? DC responded that it is difficult to start earlier than 8.30 due to work start times but will be enforcing during the evening.</li> <li>• PSh Confirmed that HC would be the best officer for CllrIR to speak with regarding the Road Safety Partnerships.</li> </ul>	<p>AT</p> <p>HC</p>
<p><b>4. Progress Updates</b></p>	
<p><b>Summary</b></p> <ul style="list-style-type: none"> <li>• HC shared the summary of concerns on screen. This has already been circulated to members. We have changed the 'Progress Update' to show in parish order to make it more user friendly.</li> <li>• CllrIR thanked for all the work done on this as it highlights how many concerns we have, and that we need to allocate budget accordingly. CllrIR said that when officers make a decision, this will be a final decision.</li> </ul> <p><b>Parking updates</b></p> <ul style="list-style-type: none"> <li>• JVV has a number of schemes being finalised or awaiting sign off.</li> <li>- Ketton Aldgate – letter delivered. One reply received that we are dealing with.</li> <li>- Schools parking issues still ongoing</li> <li>- Historic schemes still ongoing.</li> </ul> <p>JVV There was a discussion at the recent Road Safety meeting on the ability of local authorities about taking on moving traffic contravention (MTC) powers. This is an ongoing discussion.</p> <p>CllrIR advised that some residents believe that they are badly served by town parking, and we are going to respond to any businesses concerned in town on this matter.</p> <ul style="list-style-type: none"> <li>• PSh asked if we have a timeline on the consultation on the strategy. HC responded to say it has been delayed due to the EP consultation to go out next. CllrIR confirmed we would have this conversation offline.</li> </ul> <p><b>Highway Updates</b></p> <ul style="list-style-type: none"> <li>• AT advised that they have been prioritising the workload. Current cases are Burley Rd cycle scheme and Lyndon Top project.</li> </ul> <p>CW advised we have many concerns, and we are prioritizing those identified to reduce potential accident risk and where we could make improvements. Many of the accident sites are more related to driver error rather than highway issues.</p> <p>Current schemes:</p> <ul style="list-style-type: none"> <li>- Barleythorpe round about due to commence summer 2022</li> <li>- Lonsdale, Lidl Cycle Way due to commence this Feb 2022</li> </ul>	<p>JVV</p> <p>HC</p>

<ul style="list-style-type: none"> <li>- Burley Rd Cycle Way Will be discussed later</li> <li>- Tixover – A47 Barrow Lane identified for Spring 2022 delayed due to weather last Autumn</li> </ul> <p>CllrIR confirmed that works do depend on the weather and delays are inevitable.</p>	
<p><b>5. Integrated Transport Capital Programme</b></p>	
<p><b>Latest programme</b></p> <ul style="list-style-type: none"> <li>• HC shared on screen the integrated transport capital plan and gained agreement that we can circulate this information to the web site. This shows the schemes open and completed. These include cycle schemes, road safety schemes and strategically identified schemes. DFT will use this information to allocate funding for future cycling/walking infrastructure.</li> <li>• HC advised that we need to procure a consultant to help write a plan / policy for walking and cycling review; CllrIR confirmed we would explore this offline.</li> </ul> <p><b>Beneficial and amenity schemes</b></p> <ul style="list-style-type: none"> <li>• HC shared on screen a list of concerns for consideration of any accrued funds. HC asked if we are going to focus any spend on beneficial immunity schemes, what criteria would be a priority? Also, if anyone had any thoughts about taking forward any of the schemes listed as beneficial, or immunity? PSh mentioned the previous discussions about prioritization of active travel routes, and some of these around footways and improvements for cyclists. CllrIR suggested that we should put together an action group to find a strategic way forward to prioritise the jobs. EO Suggested that some of the budget could be used to improve walking and cycling routes to schools. HC Confirmed that looking at access to schools will be prioritizes. CllrIR added that Parishes need to priorities their schemes.</li> </ul>	<p>HC</p> <p>HC</p>
<p><b>6. Review the new HTWG process</b></p>	
<ul style="list-style-type: none"> <li>• PSh advised that over the past 5 years, RCC has received circa £460,000 per annum of Integrated transport funding from the Department for Transport. The group noted that the programme needs to be managed with this in mind.</li> <li>• PSh The new process should include, budget management, clarity for communities on what the process is, be clear on what we are delivering, and amend the beneficial and amenities categories to reflect strategic progression. HC Said if we can pull together the initial ideas and agree between us at the next highways and transport Working Group meeting in March what will be submitted to cabinet in May for sign off. CllrIR asked for more input from the group. CllrIR added that HTWG may need renaming to be clearer and we need to engage more with Parishes about the schemes and funding. There was a discussion about the annual 12-month program, the number of schemes outstanding and the resource we have available to us. The review process also needs to be considered for changes as it takes up valuable resource and the onus could be passed back to the Parish to see if the circumstances around the issue has changed since last decision. PSh confirmed we will discuss the tweaks to the program at the next meeting before cabinet sign off.</li> </ul>	<p>HC</p> <p>HC</p>

<b>7. Annual Fleet Replacement: Rising minibus costs</b>	
<ul style="list-style-type: none"> <li>HC advised that Transport need 2 replacement vehicles each year. Currently the director and portfolio holder approve spend up to £200,000. CllrIR clarified if we are still within budget? Costs will continue to rise, and we need to check if director and portfolio holder can continue to authorise. HC will contact finance to check whether we need new delegated decision form for this current financial year, and then we will discuss next year's process. This will be included in the Cabinet report in May.</li> </ul>	HC
<b>8. Burley Road shared cycleway footway proposal</b>	
<ul style="list-style-type: none"> <li>HC shared the screen detailing the Burley Rd Cycle Way proposal. We received some funding from the Department for Transport to deliver a shared cycleway and footway scheme and the scheme at the top of the list was Burley Rd scheme which went out to public consultation in the summer 2021 resulting in 54% in support. The group discussed the costs associated with this project. AC stressed the strategic aims around active travel, healthy lives, and the carbon footprint. CllrIR Added his support of this scheme going ahead.</li> </ul>	
<b>9. Parking consultation</b>	
<ul style="list-style-type: none"> <li>JVV As discussed earlier. We need to be conscious of public capacity</li> </ul>	
<b>10. CSW</b>	
<ul style="list-style-type: none"> <li>HC advised the Community speed watch report previously circulated goes over last year's schemes. Preston was top of the list but had no volunteers to action it. GS confirmed that CSW will work alongside RCC to decide on schemes.</li> <li>HC said that she would diarise some time with the road safety officer to discuss the schemes with GS</li> </ul>	HC
<b>11. Bus Service Improvement Plan and EP Plan and Scheme</b>	
<ul style="list-style-type: none"> <li>HC Advised we had no objections back, and so can go onto public consultation.</li> </ul>	
<b>12. Oakham and Uppingham town centres</b>	
<ul style="list-style-type: none"> <li>This item will be moved to the next meeting</li> </ul>	
<b>13. Date of Future Meetings</b>	
<ul style="list-style-type: none"> <li>22<sup>nd</sup> March 2022</li> </ul>	
<b>14. AOB</b>	
<ul style="list-style-type: none"> <li>None for today. AT Traffic Light issue to be discussed at the next meeting.</li> </ul>	

**Meeting closed at 16:07**