

**Rutland County Council  
Highways & Transport Working Group  
19<sup>th</sup> July 2022 – 13:00 to 15:00  
Virtual Meeting via Teams  
MEETING NOTES & ACTIONS**

**Attendees**

Cllr Rosemary Powell (CllrRP), RCC - Deputy Leader and Portfolio Holder for Planning, Highways and Transport / Member for Whissendine Ward (Chair)  
 Cllr Lucy Stephenson (CllrLS), RCC – Leader of the Council  
 Heather Caldicott (HC), RCC – Transport Strategy Manager  
 Angela Culleton (AC), RCC – Interim Head of Safe and Active Public Realm  
 Emma Odabas (EO), RCC – Senior Transport Manager  
 Penny Sharp (PSh), RCC – Strategic Director of Places  
 Andrew Tatt (AT), RCC – Senior Highways Manager  
 Paul Slater (PS), RCC – Highways Engineer  
 James Von Der Voelsungen (JVV), RCC – Parking Services Manager  
 Tracey Jones (TJ), RCC – Business Administrator for Transport (Minute Taking)  
 Graham Compton (GC), Leicestershire Police  
 Deborah Collier (DC), Leicestershire Police (Team Leader Safety Camera Team)

Area of Business	Action
<b>1. Welcome and Apologies</b>	
<ul style="list-style-type: none"> <li>• CllrRP welcomed everyone to the meeting. HC started recording.</li> <li>• Introductions were provided by group members as this is CllrRP's first meeting.</li> <li>• Apologies – Lesley Panton</li> </ul>	
<b>2. Minutes of previous meeting</b>	
<ul style="list-style-type: none"> <li>• Any actions to be carried forward:               <ul style="list-style-type: none"> <li>- AT following TROs up with Legal – this was addressed later in the agenda.</li> <li>- HC contacted DC regarding the timelines of enforcement vans, this can now be closed.</li> <li>- HC confirmed that consultation for parking policy is now complete.</li> <li>- Procurement for local cycling and walking infrastructure plan – this was addressed later in the agenda.</li> <li>- Report to Cabinet re HTWG process – CllrRP has seen draft, and this is on the agenda later.</li> <li>- CllrRP asked which items from Highways Updates will be on the agenda later, HC advised the following in addition:                   <ul style="list-style-type: none"> <li>- Lonsdale House improvements are complete</li> <li>- Lyndon Top – AT to provide update</li> <li>- Sustainable Travel – School Streets has been curtailed but the DfT has agreed that the funding can be used for a consultant to help finish the LCWIP</li> <li>- Burley Road minute actions have been completed</li> <li>- Electric vehicles has been added as a standing item on future agendas.</li> </ul> </li> <li>- HC confirmed item about comparing council and fire services data is still outstanding.</li> <li>- HC has circulated the road safety guide.</li> </ul> </li> </ul>	<p style="text-align:center"><b>AT</b></p> <p style="text-align:center"><b>DW/HC</b></p>

<p><b>3. HTWG Process Update</b></p> <ul style="list-style-type: none"> <li>- A draft report has been produced outlining ways to streamline the process. The report has been circulated to HTWG members. Main points were: <ul style="list-style-type: none"> <li>➤ To move to an annual programme of works rather than quarterly, to help with forward planning</li> <li>➤ To add additional categorisation to assessment process e.g. to add an option for no action. Previously not having this option meant some would be marked as an amenity scheme, which was not necessarily accurate.</li> <li>➤ Move back to quarterly meetings to avoid repetition and optimise resource.</li> </ul> </li> <li>- Group agreed for changes to be promoted to the public and parishes.</li> <li>- AC advised that the HTWG process is an agenda item for the Parish Liaison Group meeting in September. AC and HC will look at the presentation pack after the meeting.</li> <li>- AT joined the meeting</li> <li>- HC has updated the initial assessment forms with the new categories.</li> <li>- CllrRP asked about the impact of an annual programme on timescales for scheme deliver. HC advised there is a caveat within the yearly programme that would allow emergency schemes (relating to KSI accidents) to be progressed without delay. PSh advised that the aim is to spread work out over the year and manage demands. The further categorisation is to help differentiate between what is essential and what would be nice to have. AC agreed programme would facilitate a more strategic approach.</li> </ul>	<p><b>HC / AC</b></p>
<p><b>4. Police Update - GC</b></p> <ul style="list-style-type: none"> <li>- GC advised that the summer drink driving campaign is launching on 21<sup>st</sup> July in Melton Mowbray to coincide with the Fatal Four campaign. Press information has been circulated to the media. The campaign will run until August and is earlier this year as over 100 people in the Force area are currently being detained per month for drink driving, and 20 for drug driving. GC will provide an update to Road Safety Partnership, and also asked if others could help to get the message out about the campaign.</li> <li>- GC expressed concern over lack of officers seen in Rutland compared to west of the county. Parishes have reported problems with speeding. Police motorcycle drivers regularly pass through Rutland so will look to stop in villages to talk to people and help raise the profile of excess speed.</li> <li>- GC advised of an emerging issue with E scooters in terms of incidents and accidents. These are only legal off road on private land.</li> <li>- GC advised of the Share the Road campaign running into 2023 to put signs up regarding vulnerable road users (pedestrians, horse riders, cyclists). These are the priorities within the Road Safety Partnership.</li> <li>- GC will provide an update on collisions in the first half of the year, to circulate to HTWG members. CllrRP asked for statistics on drink driving, GC will provide these.</li> <li>- HC confirmed that details of the campaigns mentioned above have been sent to RCC's Road Safety Officer, who is helping to promote the message.</li> <li>- HC asked that GC could ask colleague to provide location details of the Share the Road signs, so the correct Highway signs forms can be completed. GC will request this.</li> <li>- AT asked how Rutland's drink and drug driving stats compare to the national average. GC advised this is a national problem and every force he speaks to</li> </ul>	<p><b>GC</b></p> <p><b>GC</b></p> <p><b>GC</b></p>

<p>is experiencing problems. This could have been impacted by covid. There are 240 deaths nationally each year through drink driving.</p> <ul style="list-style-type: none"> <li>- DC referred to the Mobile Speed Enforcement figures for May and June, which were circulated ahead of the meeting. DC confirmed these can be shared. There was a recent change to enforcement strategy, in that Rutland may see more frequent visits for shorter periods of time.</li> <li>- DC advised an additional enforcement officer will join the team on 22<sup>nd</sup> August.</li> <li>- DC advised that a contract is out for tender for vehicle fittings. The aim is to replace older fleet vehicles.</li> <li>- DC advised there are still ongoing issues with TROs. AT asked for a current list of TROs, which DC will provide.</li> <li>- PSh noted that the speed figures for May and June are not directly comparable. DC agreed data can vary by month depending on issues such as parking availability at sites.</li> <li>- PSh advised that Scrutiny have agreed to look at road safety and speeding in the Autumn.</li> <li>- PSh will provide DC with specific details of data required.</li> <li>- CllrRP asked if parish feedback feeds into organising enforcement. DC advised that anyone can complete a form on the force website to report speeding, which will feed into enforcement depending on criteria. DC noted that Rutland has no static cameras or average speed cameras. DC will share the criteria.</li> <li>- PS noted that all offences shown were on sites previously 40mph.</li> </ul>	<p>DC</p> <p>PSh</p> <p>PSh</p> <p>DC</p>
<p><b>5. Progress Updates</b></p>	
<p><b>Summary (HC)</b></p> <ul style="list-style-type: none"> <li>- HC shared the summary of concerns on screen and commented that the figures are similar to the last meeting. Some schemes were recategorised which has seen them either closed down or moved for consideration under different funding streams.</li> <li>- HC has now also produced the progress update in a spreadsheet format to help parishes search for schemes.</li> </ul> <p><b>Parking updates JV</b></p> <ul style="list-style-type: none"> <li>- JVV advised there are not many specific parking schemes currently.</li> <li>- Some schemes are on hold due to monitoring or awaiting engagement from schools or parish councils.</li> <li>- JVV raised an issue with signposting parishes to the correct process. Engagement with parishes would be useful in this case.</li> <li>- JVV, AC and EO have a meeting in 2 weeks to discuss scope of enforcement.</li> </ul> <p><b>Highway Updates AT</b></p> <ul style="list-style-type: none"> <li>- AT provided updates on the following schemes: <ul style="list-style-type: none"> <li>- A47 Tixover – work on the no overtaking lane has been carried out, there are some signs on order for this site</li> <li>- Barrowden crossroads – work has been carried out to install stop signs</li> <li>- Whissendine – maintenance on signs has been completed</li> <li>- A606 toucan crossing has been installed, in time for the Rutland Show. Traffic management at the event went very well</li> <li>- Burley Road – the consultation and two safety audits have been done and work will commence on 25<sup>th</sup> July.</li> </ul> </li> </ul>	



<ul style="list-style-type: none"> <li>- HC asked for input on how to deal with schemes the parishes would like to fund themselves – HC provided a recent example of a potential request from Great Casterton.</li> <li>- Discussed that officers previously identified that parish funded schemes would follow the same process as any other concerns, and would therefore be subject to the same initial assessment. However, HC added that some parish funding is time restricted which would need to be considered.</li> <li>- PSh suggested that the team meet to further review the process and finalise it prior to the Parish forum in September. Further elements to discuss included: <ul style="list-style-type: none"> <li>➤ Time restrictions associated with parish funding</li> <li>➤ Equity across the county</li> <li>➤ Ensuring parish funded schemes do not result in ongoing RCC revenue or maintenance costs.</li> </ul> </li> </ul>	
<b>8. Future Meeting Frequency</b>	
<ul style="list-style-type: none"> <li>- CllrRP asked if anyone has any objections to moving to quarterly meetings. No objections were received. TJ to arrange future meetings, with next to be held in October.</li> </ul>	TJ
<b>9. Any Other Business</b>	
<ul style="list-style-type: none"> <li>- HC has had enquiries from parishes regarding the SIDS replacement programme. AT advised there are 23 in the first batch, followed by 29 in the next batch then 20. AT will provide HC with the programme list. AT expressed concerns over current supply of materials within the sector. PSh suggested getting a Comms out with the first batch.</li> <li>- HC shared that the issues with accident software has now been fixed. An accident cluster suite analysis has been carried out – with no clusters being identified based on the last 12 months of collision statistics.</li> <li>- PSh thanked HC for her hard work ahead of her maternity leave.</li> </ul>	AT AT
<b>10. Date of Next Meeting</b>	
<ul style="list-style-type: none"> <li>- TJ to send invites to next meetings</li> </ul>	TJ

**CllrRP closed the meeting at 14:43**