

**Rutland County Council
Highways & Transport Working Group
Virtual meeting via Teams
15th September 14:15 – 16:25pm
MEETING NOTES & ACTIONS**

Attendees

- Cllr Oliver Hemsley (CllrOH), RCC - Leader of the Council
- Cllr Lucy Stephenson (CllrLS), RCC - Portfolio Holder for Culture and Leisure and Highways and Transportation (Chair)
- Heather Caldicott (HC), RCC - Transport Strategy Manager
- Graham Compton (GC), Leicestershire Police
- Moaz Khan (MK), Rutland County Council – Interim Head of Highways and Transport
- Chris Mead (CM), RCC – Engineer Development Control
- Ruth McNeil (RM), RCC - Highways Operations Manager
- Robert Salt (RS), RCC – Business Support Administrator (taking minutes)
- Paul Slater (PS), RCC – Highways Engineer
- James Von Der Voelsungen (JV), RCC - Parking Services Manager
- Matthew Walters (MW) - Leicestershire Fire and Rescue Service – Station Manager

1. Welcome and apologies	
<ul style="list-style-type: none"> • Welcome provided by Cllr Stephenson. • Apologies received from Penny Sharp. • Cllr Stephenson noted to the group that parishes and ward members have requested the agenda be circulated further in advance for future meetings. The agenda is normally circulated a month in advance, however as no new feasibility studies were due to be considered at the meeting, on this occasion it wasn't. Going forward HC will ensure agenda is always circulated a month in advance. 	HC
2. General Update	
<ul style="list-style-type: none"> • HC informed the group of the following: <ul style="list-style-type: none"> - no new feasibility studies would be considered at the meeting. The meeting would provide an update and position status on outstanding schemes. - Covid-19 resulted in officer time being diverted to Covid related work streams. Highways have also been unable to conduct speed and pedestrian surveys as a result of changes in travel behaviour during lockdown. As a result, a backlog has developed. - The current HTWG process is being reviewed to identify if further streamlining can take place in order to clear the backlog. A report will be taken to Cabinet. 	
3. Process Discussion	
<ul style="list-style-type: none"> • Group acknowledged that previous changes to the process had helped speed it up, however it was identified that further enhancements were required and the group discussed potential changes. 	

<ul style="list-style-type: none"> • Proposals to be outlined in report to Cabinet due in December. • It was discussed that through the changes, it was hoped for the following: <ul style="list-style-type: none"> - To make reporting concerns easier. - To respond faster by reviewing scheme approval requirements and identifying easy actions at the outset. - Reduce unnecessary feasibility studies by ensuring initial assessment takes place to identify if evidence indicates a problem exists. - To prioritise feasibility studies to ensure efforts are focused on the highest priority schemes. - Provide transparency • Potential changes and suggestions for improvement were discussed – as detailed below. • Utilise the HTWG as a forum for high profile schemes only. • There is a need to ensure concerns are not brought back for consideration prior to the review date, unless material changes are identified. • CllrLS and CllrOH put forward the need for clear communication with parishes. Outlining that communication should be clear and robust. MK advised that we must back up decisions with evidence and share as much information as possible from an early stage, to keep residents informed. • CM proposed the idea of separating concerns that come forward into 4 categories: essential works, necessary works, beneficial works and amenity works. This phrasing may help people understand why we did works in one location and not another. • CM raised that where a concern was not essential or necessary, but were beneficial or provide amenity benefit, that they be included on a log for consideration in line with future planning applications. This list could then be cross referred with any planning applications that come forward, to seek funding to install measures. • A further suggestion was that parishes could keep a log of un reported accidents that happen in their village, to help support the data gathered via police reporting. To be considered and communicated to parishes once report to Cabinet has been submitted. 	
<p>4. Progress Summary</p>	
<ul style="list-style-type: none"> • HC showed the Group the data on the number of active schemes and those that had been completed. • This data will be updated at each future HTWG meeting. • Cllr Stephenson queried why the progress sheet was taken down off the website. HC advised it was being updated and would be put back online as soon as possible. 	<p>HC</p>
<p>5. Parking Updates for Information</p>	
<p>a. <u>Oakham Variation</u></p>	

<ul style="list-style-type: none"> JV updated the group that the Order for the historic safety scheme around the junction of West Road and Braunston Rd, is due to be sealed and once this is done double yellow lines will be put down as soon as possible. JV to talk with PS about this scheme outside of the meeting JV advised that some houses on Cold Overton Road would be included within the permit scheme – as discussed in a historic issue. <p>b. <u>Off-Street Order</u></p> <ul style="list-style-type: none"> JV informed the Group that it required updating, particularly around the ability to act against vehicles parked in electrical vehicle charging bays. <p>c. <u>Memorandum of Understanding with Leicestershire Police</u></p> <ul style="list-style-type: none"> JV explained to the Group that there was confusion over which issues were parking's to enforce and which were for the Police. JV suggested this may require possible reform in terms of who will be able to enforce footpath parking etc. 	<p>JV</p> <p>JV</p>
<p>6. Parking Scheme Specific Updates</p>	
<p><u>ITCP/2018/04 - Ketton</u></p> <ul style="list-style-type: none"> Scheme has been through TRO consultation and JV will seek delegated approval to proceed. Currently unable to give a time frame as traffic management is needed, therefore it will require discussion with Tarmac. JV to action. <p><u>ITCP/2019/14 - Stockerston Rd etc, Uppingham</u></p> <ul style="list-style-type: none"> Perceived safety issue on outskirts of Uppingham raised by the Town Council. JV is waiting for clarification from the Town Council. JV emailed Town Council a few weeks ago, but they were not in a position to provide an update. JV advised there is no evidence from the Police accident data to indicate a safety problem at the location. <p><u>ITCP/2019/25 – Maresfield Road and other roads, Barleythorpe</u></p> <ul style="list-style-type: none"> There is no Police accident data in this location. Awaiting adoption of roads. <p><u>ITCP/2019/44 – Whissendine</u></p> <ul style="list-style-type: none"> No relevant accident data to indicate there is a road safety issue – however during school times there is parking on corners and a lot of traffic. JV has attended parish meetings to discuss matter. There is division on whether residents want restrictions. The parish council are going to liaise with residents and information will be sent back to JV later this year. 	<p>JV</p> <p>JV</p>

<ul style="list-style-type: none"> • JV noted to the group that the existing parking strategy doesn't contain a policy for double yellow lines in villages or on corners as police can enforce. • The problem is exacerbated as schools have only just returned – currently watching brief approach. • It was noted that the Headteacher at Whissendine had been sending clear communications to parents and guardians regarding school gate safety. • CllrOH noted that Whissendine and Langham have similar issues around the school. JV noted that ITCP/2019/37 relating to Langham had been closed as the parish didn't want to proceed with parking restrictions. • See AOB regarding Travel Plans. 	
<p><u>ITCP/2019/36 - Huntsman Drive and other roads, Oakham</u></p> <ul style="list-style-type: none"> • Some of the area covered in any scheme is not adopted yet. • Recommendation is to wait until areas adopted. • There are no relevant accident statistics to indicate an underlying road safety issue. • JV to discuss road adoption matter with CM. 	JV
<p><u>ITCP/2020/10 – Kings Road, Oakham</u></p> <ul style="list-style-type: none"> • JV addressed the remaining three schemes together, all of them were submitted close to start of lockdown and are shared between parking and other highways issues. • There are no relevant accident statistics to indicate an underlying road safety issue. • JV informed the Group that some residents are requesting a one-way system, however this is not feasible. • Parking are investigating the parking capacity on the road, it is possible an external parking study may be required. 	JV
<p><u>ITCP/2020/12 – Willow Crescent, Oakham</u></p> <ul style="list-style-type: none"> • JV informed the Group that the recommendation is to watch the area, the current area does work despite the perceived issue. • There are no relevant accident statistics to indicate an underlying road safety issue. 	
<p><u>ITCP/2020/18 – Princess Avenue, Oakham</u></p> <ul style="list-style-type: none"> • Officer recommendation is to wait and watch the situation. • There are no relevant accident statistics to indicate an underlying road safety issue. • JV to liaise with OTC over this matter. 	JV
<p>7. Highway scheme updates</p>	
<p>Update provided as follows:</p>	

Initial assessment

- HC advised there were currently 29 schemes in initial assessment stage.
- Going forward the team will aim to undertake initial assessment on 10 schemes per quarter, more if possible, to clear the backlog.
- Concerns with a high accident record will be prioritised.
- HC and MK to prepare letter for review by CllrLS and circulated to parishes and ward members.

**HC/
MK**

Schemes in Feasibility

- There are currently 12 schemes under feasibility.
- A verbal update was provided on these schemes.
- Parishes will be contacted directly with updates relating to these, however key points noted below:
 - ITCP/2017/12 – Crossing not to be funded through HTWG, however funding to be progressed via developers. CM to progress.
 - ITCP/2017/01 – CM to investigate green footway alternatives.
 - ITCP/2017/13 – Vegetation to be cut back and maintained for 6 months before shared facility considered.
 - ITCP/2018/06 – Work at eastern entrance to village to be prioritized over this scheme.
 - ITCP/2018/11 – Officers have reviewed the study and parish feedback and will respond. RCC will contact the school regarding travel arrangements in place and discuss travel plans.
 - ITCP/2019/10 – GC supportive of approach to monitor in 12 months time to see effect of mobile safety camera van scheme. GC reported that LCC report of speed over distance cameras due to go to Cabinet in November and as such feedback not yet available.

CM

**CM
CM**

CM

**PS
HC**

MEETING CLOSED

At 4.25 the meeting closed, however there were further agenda items that were not covered verbally. A written update was provided to officers for the remaining agenda items.

Schemes to proceed

- Group members were sent a list of schemes due to be approved.
- Parishes and ward members to be notified via individual communications.

**HC/
MK**

<p>Schemes due for construction</p> <ul style="list-style-type: none"> • Group members were sent a list of schemes due to be constructed/ delivered. • Parishes and ward members to be notified via individual communications. 	<p>HC/ MK</p>
<p>8. Police Update</p>	
<p>GC provided the following written updates:</p> <p>Roads Policing national review:</p> <ul style="list-style-type: none"> • Her Majesty Inspector of Constabulary Fire Rescue Service is undertaking a national review of roads policing . The review will cover a whole range of issues including: resources, enforcement, road safety, speed cameras, analysing and sharing data, partnerships, etc. This is a very important step forward and one to watch the outcome with interest. It will however take some time to complete. <p>DFT Highway Code Review – consultation</p> <ul style="list-style-type: none"> • The review is limited to vulnerable road user groups – cyclists, pedestrians and horse riders. It will focus on overtaking, passing distances, cyclist and pedestrian priorities at junctions, car door opening plus road user responsibilities. The review will also seek to clarify pedestrian priority on pavements and safe passage of horses and cyclists. • HTWG members to forward any feedback they may have to GC. • Members of the public interested in the review and consultation can find more information on the Department for Transport (DfT) website: https://www.gov.uk/government/consultations/review-of-the-highway-code-to-improve-road-safety-for-cyclists-pedestrians-and-horse-riders <p>Revised Force Road Casualty Strategy</p> <ul style="list-style-type: none"> • The Force Road Casualty Reduction Strategy and the Road Safety Information Booklet have been updated. Casualty targets have been omitted owing to the COVID effect whereby traffic levels have been reduced on all roads by up to 65% for several months. (We are not yet back to pre-COVID levels). • There is a continued emphasis on partnership working. • The Force casualty report will be available shortly. This includes mention of a large elderly population increase in Rutland. 	
<p>9. Local Transport Plan Progress Report</p>	
<p>Written update provided to group members as follows:</p> <ul style="list-style-type: none"> • Last September Local Transport Plan 4 (LTP4) was approved. • An output of LTP4 is the provision of a yearly update report setting out progress against the actions outlined within the Local Transport 	

<p>Plan 4, Passenger Transport Strategy and Rights of Way Improvement Plan.</p> <ul style="list-style-type: none"> • This document is being finalised and will be circulated to HTWG members for information in due course. • Once finalised the document will be uploaded to the Council website. 	<p>HC HC</p>
<p>10. Campaigns</p>	
<p>Written update provided to group members as follows:</p> <ul style="list-style-type: none"> • Anti idling campaign: currently on hold in light of other work priorities resulting from Covid 19. • Community Speed Watch: As a result of covid, community speed watch had to be cancelled and unfortunately the police have advised that there isn't capacity to restart this, this year. However a sign only campaign could be considered. HC will contact CllrLS to discuss. 	<p>HC</p>
<p>11. Other Matters Arising</p>	
<p>Leicestershire and Rutland Road Safety Partnership Management Team</p> <p>GC advised that the Leicestershire and Rutland Road Safety Partnership has established a Management Team that will carry out road safety projects, introduce initiatives, and report to the Road Safety Partnership Board. The Management Team consists of representatives from the three LAs, Health Service, Emergency Services and Highways England. HC will be attending on behalf of RCC.</p> <p>Active school travel plans</p> <ul style="list-style-type: none"> • Discussion took place regarding the need for a relaunch of active travel plans with schools across the county. • Work was originally due to start in spring. • HC to work with sustainable travel officer to develop a programme for relaunch. • MK advised meeting with RCC Head of School Improvement to discuss the importance of this. 	<p>HC</p>

