

Notes of Meeting and Action Points

Date of Meeting: 13/5/15

Topic: Cycle City Ambition Programme Board



Present: Coun Ged Bell (Chair), Coun Marion Talbot, John Litherland, Tom Bailey, Graham Grant, Craig Blundred, Peter White, Bryn Dowson.

In attendance: Rob Snowball

Apologies: Jon Higgins

	Action
1. CCA Programme	
<p>GG Presented a Gantt chart detailing CCA schemes. There was discussion around this being a useful way of seeing at a glance the schemes that are being delivered and when, and where extra resources may be needed etc.</p> <p>There was discussion around the pace of the delivery of CCA schemes. PW confirmed that from CCA Phase one, that £2.1m worth of schemes had either already been delivered or were currently being constructed. £3.5m worth of schemes were nearing the completion of final design / awaiting construction. By September 2015 90% of works will be either finished, being built or awaiting construction. PW had attended a Cycle City meeting recently and the feedback was that other Cities were facing similar challenging delivery issues.</p> <p>Further discussion took place around resource requirements to deliver the CCA schemes. As discussed previously 3 new Highways Design Engineers are being recruited but additional resource is likely to be needed.</p> <p>JL requested something a more user friendly version of the programme update be taken to the Cycling Stakeholders Forum next week.</p>	GG
2. Quality of Cycling Infrastructure	
<p>Reason for Agenda Item was mainly down to two specific issues:</p> <ul style="list-style-type: none"> • City Stadium – issue raised was in relation to the surface of the pedestrian path. It was constructed of crushed aggregate. Feedback was that it was uncomfortable to walk on and pedestrians were walking on the cycle track, causing safety concerns, as well as bring loose stones onto the track. It has been confirmed that the pedestrian surface will be reapplied and will be bound with resin. The board resolved that the need to avoid the issue in the future be noted. • Gosforth (Little Moor) Cycle Route – Initially there were concerns that it was ‘bumpy’, followed by complaints that water was ponding on the route. In terms of the bumpy surface – then from the dates of the complaints it became apparent that this was before the final surface for the route had been applied. In terms of the ponding, then following construction there is a residue of water used in the process that may collect. Subsequent site visits have not shown any problem. TB queried whether the width of the ramp at Forsyth Road had been corrected. PW stated that it had been. <p>It was agreed that a QA Process for cycle infrastructure schemes in Newcastle be considered and a paper brought to the next Programme Board.</p> <p>Discussion took place around how the Quality of CCA schemes that would be delivered in North Tyneside / Gateshead would be ensured.</p>	GG

<p>It was agreed that Newcastle City Council, would not seek to sign off schemes that were to be delivered within another Highway Authority. However, Newcastle City Council, as the accountable body for the funding, will be unable to sign off works that, in the view of the CCA Programme Board, do not appear to deliver significant and substantial improvements to cycling infrastructure. It is anticipated that the partner authorities would utilise a TAG and use their own internal processes to ensure designs achieve a standard consistent with the aims of the funding bid.</p> <p>GB asked that the Board be kept up to date in relation to schemes in other Authorities.</p>	All
<p>3. Signage and SCR</p>	
<p>A paper has been prepared and had been circulated prior to the meeting. The main points of note are:</p> <ul style="list-style-type: none"> • It is proposed to increase the number of Strategic Cycle Routes from 7 to 10 • That SR be dropped from signage and replaced by R (as in Route 1, Route 2) • That the circular routes that link the Strategic Routes be signed as Links or Branches. <p>Discussion followed around some practicalities of how the signage would be implemented. The point was made that the signage needs to be clear and for both residents and tourists to be able to follow.</p> <p>There was also some discussion whether routes that had been constructed previously and were not built to a standard that would now be delivered should actually be considered as strategic routes. It was considered that signage on these routes would still be required and whether improvements are required or not, these are still strategic routes.</p> <p>The board resolved to agree with the recommendations in the paper and requested further details of the signage be developed and brought to a future meeting and that consultation via the Stakeholders Forum be undertaken.</p>	GG
<p>4. Bike Life Officers Group – Terms of Reference</p>	
<p>As discussed previously, a new group of organisations that are involved in promoting cycling in Newcastle has been set out. Terms of Reference for the group had previously been drafted and circulated to the Bike Life Officers Group for comment. A Final Draft is now presented to the board for approval.</p> <p>The Board noted the Terms of Reference of the Bike Life Officers Group and approved them.</p>	RS
<p>5. Cycle City Active City Conference and Fringe Events</p>	
<p>The Cycle City Active City Conference is taking place at Newcastle Civic Centre on the 25th and 26th June.</p> <p>A Paper had been circulated in advance of the Board detailing potential fringe events that are being considered in support of the Conference.</p> <p>Discussion took place around the potential events, the messages to be conveyed and whether there was the possibility of sponsorship.</p> <p>The Board agreed to delegate the conference fringe events to GB and GG.</p>	GB / GG
<p>6. Cycle Library</p>	
<p>A Paper had been circulated in advance of the board meeting. The paper contained details of a potential Bike Library – bike hire scheme and discussion took place around how this could be taken forward.</p> <p>Public Health would be interested in taking forward the Bike Library proposal as part of the Cycling in the City promotion. A proposal has been developed by the Cycle Hub</p>	

<p>with a view to putting in place a self-financing scheme. Pump priming funding would be required to get the scheme up and running.</p> <p>There was discussion about other schemes elsewhere and how they operated, as well as around potential issues such as maintenance, helmets, the nature of terrain, and the style of bikes. TB offered potential use of some existing Sustrans bikes for a pilot at the ATC.</p> <p>CB will investigate this offer from Sustrans and speak to the Council's Walking and Cycling Co-ordinator to progress.</p>	CB
7. Cycling Marketing Discussion Note	
<p>From discussions that had taken place at the Bike Life Officers Group, a number of partners had produced a Discussion Note around trying to move towards a more unified approach to the marketing of cycling in Newcastle.</p> <p>The Board agreed that the proposal should be taken forward via the Bike Life Officers Group and then be reported back to the Board.</p>	RS
8. Active Travel Centre	
<p>The Draft Business Case has been circulated to the City Council for comment. GG and GB to respond.</p> <p>The Active Travel Centre has been named 'The Journey' and opens for business w/b 18/5/15.</p>	GG / GB
9. Cycling in City Update	
<p>The campaign has had a successful winter period. CB has provided an update Paper which will be placed on the website and circulated to the group.</p>	
10. Sky Ride	
<p>The Newcastle Gateshead Skyride takes place on Saturday 27th June.</p>	
11. CLOCS	
<p>A paper relating to the Construction Logistics and Cycle Safety scheme was presented for information. There was agreement that further investigation should be made in terms of placing the safety requirements for construction vehicles be set as requirements as part of planning applications and procurement of capital schemes.</p>	GG
12. Street Trials and Playing Out Streets	
<p>Papers in relation to Street Trials and Playing Out Streets were presented for information.</p> <p>There was discussion around whether there would be any street trials at the time of the forthcoming conference, but other than at Ouseburn, it was felt that major trials in the City Centre would not be achievable because of the timescales involved in the legal processes, which would have been compounded by the election period. It was also pointed out that the conference is based at the Civic Centre and as such, that is where people would be, so there may be limited value in organising street trials that delegates would not be able to get to in the time constraints of the conference.</p> <p>In terms of playing out streets, then the board requested that a step by step guide as to how they could be progressed be prepared.</p>	GG
13. Bike Life Bike Account – Progress Update	
<p>The 4 Newcastle themes and Foreword have been drafted. Sustrans have produced a mock up report for information. Work is progressing. Updates will be provided to the board at future meetings.</p>	GG
14. Feedback from Newcastle Cycling Stakeholders Forum	
<p>Notes from previous meeting Newcastle Cycling Stakeholders Forum were circulated to</p>	

the board in advance of the meeting and were noted.	
15. Actions from Previous Meeting	
MT queried that at the last meeting at Consultation and Stakeholder Policy had been discussed and wondered about the progress. GG advised that Policy is being put together and will be circulated prior to the next Board meeting.	
16. AOB	
<ol style="list-style-type: none"> 1) MT raised that there is a Charity Cycle Ride from Edinburgh to London that will pass through Newcastle on the 2nd August. Accommodation has been booked for up to 400 cyclists. Consideration should be given to meeting and assisting the ride. 2) TB asked whether there is a missing level of guidance documents in terms of cycle infrastructure design. GG advised that policies were being updated. 3) BD asked whether the Chief Exec of NCC would be attending the Cycle City Active City Conference. GB confirmed that he would find out, but high level support was assured – the Council Leader is attending and addressing the conference for example. 	

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