

Notes of Meeting and Action Points

Date of Meeting: 19/3/15

Topic: Cycle City Ambition Programme Board

Present: Coun Ged Bell (Chair), Coun Marion Talbot, John Litherland, Tom Bailey, Neil Mitchell, Graham Grant, Craig Blundred, Peter White, Dene Stevens

In attendance: Rob Snowball

Apologies: Bryn Dowson

	Action
1. Welcome and Introductions	
2. Actions from Previous Meeting	
Discussion around notes from previous meeting. Notes to be prepared and circulated in advance in future.	RS
3. Cycle City Programme Monitoring	
<p>PW presented an update of the CCAF Programme</p> <p>Benwell Lane – Public / member engagement has been undertaken. Proposal now out for technical consultation.</p> <p>Brandling Park – Further engagement with key stakeholders (school, residents, businesses and members) is required</p> <p>John Dobson Street – Technical Consultation ends Friday 20th March. 7/8 responses have been received so far compared to over 300 responses to the public engagement.</p> <p>DIY Streets –</p> <ul style="list-style-type: none"> • Heaton – being redesigned • Fenham – activities have been undertaken at weekends. Further engagement with residents is proposed as well as inviting the MP. • Ouseburn – More work has been identified than what there is funding for, but potentially CCAF 2 could be looked at. • North Jesmond – proposals at Technical Advisory Group later on 19th March. • South Jesmond – objections to the proposals need to be considered. <p>Retail Shared Spaces –</p> <ul style="list-style-type: none"> • Acorn Road – progressing Technical Consultation • Adelaide Terrace – Engagement Events have been undertaken. Positive response, but only had limited attendance. Feedback will be used to influence design. • Heaton Road – Further engagement with stakeholders and redesign required. <p>Other Issues</p> <p>3 new Highways Engineers are to be recruited. This will provide additional resource to assist with CCAF scheme development and implementation</p> <p>MT queried when the Consultation and Stakeholder Policy for CCAF would be implemented. It was confirmed that the Policy need sign off via Highways Transportation and Traffic Management Board, but that it was anticipated that it would be ready for CCAF 2 after the election period.</p> <p>There was also some discussion around programme management of the CCAF in general. It was outlined that new programme management procedures are being put in</p>	PW / GG

<p>place and that in terms of board meetings then information will be made available a week prior to meetings.</p>	
<p>4. Cycle City Ambition Extension Funding / Walking Cities Bid</p>	
<p><u>Walking City Bid</u> GG detailed that as Newcastle is a Cycling City, NCC had been approached by the DfT to submit a 'Walking Cities' bid as a complementary project. A bid has been submitted for £1m worth of funding (£500k revenue and 500K capital).</p> <p>The bid is focussed on areas away from where the CCAF schemes and includes:</p> <ol style="list-style-type: none"> 1) Western Fringe (Newbiggin Hall) 2) Dinnington 3) Walker <p>Through the bid, communities will be engaged in walking promotion schemes (such as 'Walk to the World Cup') that will help to identify problems / issues that prevent or restriction people walking (this could include new footpath links or infrastructure at bus stops to enable people to undertake door to door journeys).</p> <p>A decision on the outcome is expected w/b 23/3/15</p> <p><u>CCAF 2</u> The DfT have recently announced that NCC's bid was successful and that £10.6m would be provided over the next 3 financial years.</p> <p>The bid focusses on 3 areas:</p> <ol style="list-style-type: none"> 1) In communities 2) Routes to work 3) City Centre <p>Work is being undertaken in terms of city centre scheme designs. These will be progressed via TAG, but the election period means that it will be June / July time before schemes can be opened up to public engagement.</p> <p>Work is also being undertaken in relation to the West Road and Sandyford Road / Coast Road schemes.</p> <p>Some discussion took place around the 'sign off' arrangements for schemes that will be delivered within the boundaries of Gateshead Council and North Tyneside Council. It was felt that there would be various levels at which value for money / suitable scheme design could be ensured, but that as NCC was the Accountable Body for the funding that the Programme Board should have the 'sign off' of all schemes. GB asked for a standing item to be included on future agendas</p>	<p style="text-align: right;">RS</p>
<p>5. Bike Life (Presentation by Dene Stevens)</p>	
<p>DS, Bike Life Project Manager from Sustrans presented an update on Bike Life to the board. Slides from the presentation will be circulated with these notes and made available on the Cycling Webpage.</p> <p>Some discussion followed around NCC's input into the report. This included the 4 local 'themes' NCC would seek to include (150 words each), the foreword for the report, the sign off procedure for the report and which organisations should be included / support the report. There are various timescales associated with this project, but the intention is that the report will be produced in October.</p> <p>Board members to consider themes / foreword for inclusion</p> <p>NCC will liaise with DS to provide the necessary information</p>	<p style="text-align: right;">All</p> <p style="text-align: right;">GG</p>
<p>6. Active Travel Centre</p>	
<p>TB Outlined the tender process for the fit out of the Active Travel Centre.</p>	

<p>The board agreed that Sustrans should pursue engaging suitable partners to offer café / bike services from the centre.</p> <p>TB and NM agreed that a business plan will be developed and brought to the next board meeting and that quarterly reporting would follow</p> <p>Discussion around the branding of the Active Travel Centre. Partners agreed to give it some thought for further discussion at a future meeting.</p>	<p>NM</p> <p>TB / NM</p> <p>All</p>																																																
<p>7. Aligning Revenue Activities</p>																																																	
<p>GG Outlined that a 'Bike Life Officers Group' had been set up to bring together partners to discuss existing cycle revenue activities that take place across take Newcastle with a view to mapping out what is delivered, avoid duplication, align delivery with capital infrastructure and identify gaps in provision.</p>																																																	
<p>8. Cycle in the City / Health Feedback</p>																																																	
<p>1. Cycling Activity Programme</p> <p>Table one below outlines numbers attending our cycling activities to date.</p> <table border="1" data-bbox="225 757 1249 1377"> <thead> <tr> <th colspan="6" data-bbox="225 757 1249 801">Attendances</th> </tr> <tr> <th data-bbox="225 801 344 925"></th> <th data-bbox="344 801 515 925">Cycle Training</th> <th data-bbox="515 801 743 925">Maintenance Training</th> <th data-bbox="743 801 855 925">Dr Bike</th> <th data-bbox="855 801 1038 925">Why Weight Bike Hire</th> <th data-bbox="1038 801 1249 925">Sustrans Fit for Life</th> </tr> </thead> <tbody> <tr> <td data-bbox="225 925 344 1003">Nov 2014</td> <td data-bbox="344 925 515 1003"></td> <td data-bbox="515 925 743 1003"></td> <td data-bbox="743 925 855 1003">32</td> <td data-bbox="855 925 1038 1003"></td> <td data-bbox="1038 925 1249 1003"></td> </tr> <tr> <td data-bbox="225 1003 344 1077">Dec 2014</td> <td data-bbox="344 1003 515 1077">56*</td> <td data-bbox="515 1003 743 1077"></td> <td data-bbox="743 1003 855 1077">0</td> <td data-bbox="855 1003 1038 1077"></td> <td data-bbox="1038 1003 1249 1077"></td> </tr> <tr> <td data-bbox="225 1077 344 1151">Jan 2015</td> <td data-bbox="344 1077 515 1151">12</td> <td data-bbox="515 1077 743 1151">16</td> <td data-bbox="743 1077 855 1151">12</td> <td data-bbox="855 1077 1038 1151">3</td> <td data-bbox="1038 1077 1249 1151">236[#]</td> </tr> <tr> <td data-bbox="225 1151 344 1225">Feb 2015</td> <td data-bbox="344 1151 515 1225">16</td> <td data-bbox="515 1151 743 1225">19</td> <td data-bbox="743 1151 855 1225">72</td> <td data-bbox="855 1151 1038 1225"></td> <td data-bbox="1038 1151 1249 1225"></td> </tr> <tr> <td data-bbox="225 1225 344 1263"></td> <td data-bbox="344 1225 515 1263"></td> <td data-bbox="515 1225 743 1263"></td> <td data-bbox="743 1225 855 1263"></td> <td data-bbox="855 1225 1038 1263"></td> <td data-bbox="1038 1225 1249 1263"></td> </tr> <tr> <td data-bbox="225 1263 344 1377"></td> <td data-bbox="344 1263 515 1377">* Nov and Dec combined</td> <td data-bbox="515 1263 743 1377"></td> <td data-bbox="743 1263 855 1377"></td> <td data-bbox="855 1263 1038 1377"></td> <td data-bbox="1038 1263 1249 1377">[#] total over three months</td> </tr> </tbody> </table> <p>Having explored how the cycling programme has worked, we are now looking to scale up the activities following the launch of the programme in April. This will involve widening the general offer to people in the city and so we need to ensure that we have a consistent product with the Freewheeling cycle training.</p> <p>2. Marketing and Promotion</p> <p>Marketing of the programme is in place. We now have council vehicles in the city carrying promotional material. A successful soft launch of the project was held with associated press coverage and a lot of social media impact.</p> <p>The main launch of the programme is taking place on April 12th in Heaton Park.</p> <p>3. Evaluation</p> <p>Newcastle University have started to develop the evaluation programme and are carrying out provisional enquiries. Newcastle University Culture Lab will be working with us to develop an app to support people to cycle along with the collection of data to help evaluate the project. This is likely to have a focus on older people.</p> <p>4. Next steps</p> <p>We plan to continue to develop the commissioned programmes. The Sustrans pilot</p>		Attendances							Cycle Training	Maintenance Training	Dr Bike	Why Weight Bike Hire	Sustrans Fit for Life	Nov 2014			32			Dec 2014	56*		0			Jan 2015	12	16	12	3	236 [#]	Feb 2015	16	19	72										* Nov and Dec combined				[#] total over three months
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needs to be integrated into the main cycling programme and I am seeking approval for this. We are in discussions with the Cycle Hub regarding setting up a cycle loan scheme. Initial thoughts are that this will be run as a cycle library and will be accessible from community venues. In addition the Cycle Hub are proposing to run a programme to offer reduced cost bikes in conjunction with Recyke Y'Bike.	
9. TAG – Footpath (St Thomas’s to University Library)	
Site meeting with university has taken place to discuss concerns. Peter Chamley is prepare an email to address concerns and enable scheme to progress.	
10. Signage and the SCR	
Deferred to next meeting	RS
11. Cycle City, Active City Conference and Fringe Events	
In June NCC will host the Cycle City, Active City Conference. Some proposals for fringe events have been prepared and a revenue budget will be required. Proposals will be circulated.	GG
12. Cycling Monitoring Proposals	
Proposals for improving the monitoring of cycling in Newcastle have been prepared. These will be circulated for feedback.	GG
13. Street Trials	
Feasibility of undertaking street trials is being considered. It is likely the trials will be undertaken in the summer to tie in with Rugby World Cup and Cycle City Conference. A Paper on street trials will be circulated.	GG
14. Standing Items	
<ul style="list-style-type: none"> Cycling Stakeholders Forum – notes to be circulated to Programme Board ahead of meetings 	RS
15. AOB	
Note on the proposed future administration of the Programme Board was agreed.	