

TRAFFIC MANAGEMENT SUB-COMMITTEE MINUTES - 3 NOVEMBER 2016

Present: Councillor Debs Absolom (Vice Chair in the Chair).
Councillors Davies, Dennis, Duveen, Hacker, Hopper, Jones, McDonald, Terry, and White.

Apologies: Councillors Page.

42. FORMER TRANSPORT USERS' FORUM - CONSULTATIVE ITEM

(1) Questions

Questions on the following matters were submitted, and answered by the Chair:

Questioner	Subject
Helen Perkins	Highmoor Road/Albert Road Junction
Helen Perkins	Highmoor Road/Albert Road Junction
Pam Reynolds	The Warren/St Peter's Hill Junction

(The full text of the questions and replies was made available on the Reading Borough Council website).

(2) Presentation - National Highways & Transport Network Survey Report 2016

Simon Beasley, Network and Parking Services Manager, gave a presentation on the National Highways and Transport Network Survey Report 2016 for Reading. He explained that 3,500 surveys, asking questions about transport and highway services in the Borough, had been had been circulated in June 2016 and the survey response rate had been over 20%. The results had been benchmarked against the national picture and against Reading's results from the 2015 survey. Overall satisfaction had increased by 1% to 58%, which was above the national average of 55%. The presentation covered the results from the survey in terms of satisfaction by the themes of accessibility, public transport, walking and cycling, traffic congestion, road safety and highway maintenance.

At the invitation of the Chair, a member of the public asked Simon a question on the results of the survey and Tony Pettitt, Director of Resources, Reading Transport Ltd, addressed the Sub-Committee.

Resolved - That Simon Beasley be thanked for his presentation.

43. MINUTES

The Minutes of the meeting of 14 September 2016 were confirmed as a correct record and signed by the Chair.

44. QUESTIONS FROM COUNCILLORS

Questions on the following matters were submitted, and answered by the Chair:

TRAFFIC MANAGEMENT SUB-COMMITTEE MINUTES - 3 NOVEMBER 2016

Questioner	Subject
Councillor Hopper	The Warren/St Peter's Hill Junction
Councillor Hopper	Theft of Bicycles from Reading Station

(The full text of the questions and replies was made available on the Reading Borough Council website).

45. RESULTS OF STATUTORY CONSULTATIONS: MINSTER STREET - ACCESS RESTRICTION; TOWN CENTRE - PAY AND DISPLAY EXTENSION; E.P. COLLIER SCHOOL - 20MPH & WAITING ZONE RESTRICTIONS AND HIGHMOOR ROAD - WAITING RESTRICTIONS

Further to Minutes 27, 30, 31 and 38 of the previous meeting, the Director of Environment and Neighbourhood Services submitted a report providing the Sub-Committee with the results of a number of statutory consultations and officer recommendations for each scheme. A copy of the equality impact scoping document for Town Centre Pay and Display expansion proposals was attached to the report at Appendix 1, the objections report relating to the proposed changes to waiting restrictions in Highmoor Road was attached to the report at Appendix 3a, an illustration of the next proposed phase of lining work was attached to the report at Appendix 3b and a report detailing the objections and officer responses that related to the proposed changes to waiting restrictions in the streets that surrounded EP Collier School was tabled by officers at the meeting.

Also tabled at the meeting was a drawing of the EP Collier School waiting restrictions and a copy of a further objection which had been received to the waiting restrictions.

The report stated that the statutory consultation in relation to the proposed Minster Street access restriction had ended on 20 October 2016 and no objections had been received to the proposals. The report therefore recommended that the Traffic Regulation Order be sealed and the changes to the restriction implemented, as advertised; the new restrictions would be 'Between the hours of 4.00pm and 11.00am, access is restricted to buses, wheelchair accessible taxis, bicycles and permit holders only'. As a result of this change, Minster Street would remain open for through traffic between 11.00am and 4.00pm only.

The statutory consultation relating to Town Centre Pay and Display had ended on 20 October 2016 and no objections had been received to the proposals. The report therefore recommended that the Traffic Regulation Order be sealed and the scheme implemented, as advertised.

The report explained that no objections had been received to the proposed introduction of the 20mph zone at EP Collier School and therefore recommended that the Traffic Regulation Order be sealed and the restriction introduced as proposed. The consultation for the introduction of new waiting restrictions had ended on 27 October 2016 and details of the objections received were tabled at the meeting. Officers recommended at the meeting that the Traffic Regulation Order be sealed and the changes to the waiting restrictions be implemented, as advertised.

The report stated that road safety work continued to find a solution for the Highmoor Road/Albert Road junction and, at the time of writing the report, a speed survey was

being carried out on Albert Road. Officers had also carried out a video survey of the junction since the 'dragons teeth' road marking had been painted on the Highmoor Road eastbound approach. As part of the double yellow line extension the dragons teeth would be extended on the Highmoor Road approach. Additional dragons teeth would be painted on the Albert Road northbound approach with further consideration to the southbound approach. Once this assessment and work had been completed officers would meet with the two community groups to review the position at that time. The Council had received 20 objections to the proposed introduction of waiting restrictions. Many of the responses had provided recommendations that were outside of the scope of the consultation, but might be considered for inclusion in a future phase of works. Of the objections that had been received, six objectors had been opposed to the principle of introducing any length of waiting restriction and 14 objectors had been opposed to the length of restriction that was proposed, with a consensus that 50m back from the junction would be sufficient. As a result of the continued accident situation the report recommended that the double yellow lines were implemented as advertised.

Resolved -

- (1) That the report be noted;
- (2) That the alterations to the Minster Street access restriction timings, as detailed in paragraph 4.1 of the report, be implemented as advertised;
- (3) That the expansion of town centre pay and display parking, as detailed in paragraph 4.2 of the report, be implemented as advertised;
- (4) That the 20mph zone around EP Collier School, as detailed in paragraph 4.3 of the report, be implemented as advertised;
- (5) That the EP Collier School waiting restrictions, as detailed in paragraph 4.3 of the report and set out in the table drawing NM/EPC/WR, be implemented as advertised;
- (6) That the waiting restrictions on Highmoor Road, as detailed in paragraph 4.4 of the report, be implemented as advertised, but with an extension of the current restrictions on the southern side of Highmoor Road to a length totalling 50m westbound from its junction with Albert Road;
- (7) That the Head of Legal and Democratic Services be authorised to seal the resultant Traffic Regulation Orders and no public inquiry be held into the proposals;
- (8) That the objectors be informed of the decision of the Sub-Committee accordingly.

46. WATLINGTON STREET/SOUTH STREET INFORMAL CONSULTATION - UPDATE

Further to Minute 32 of the previous meeting, the Director of Environment and Neighbourhood Services submitted a report providing the Sub-Committee with a summary of the options and officer recommendations to address road safety issues at the junction of South Street and Sidmouth Street.

TRAFFIC MANAGEMENT SUB-COMMITTEE MINUTES - 3 NOVEMBER 2016

The report stated that officers had considered the responses to the consultation and alternative traffic management methods that could be implemented to achieve a similar outcome, but address the concerns that had been raised against a full closure of South Street. The options were as follows:

One-way restriction on South Street - This restriction could be implemented in an eastbound direction, between the junction with Sidmouth Street and the junction with The Grove. This restriction could be extended to the junction with Watlington Street. This proposal would overcome the access issues for residents by providing access from Sidmoth Street and Watlington Street. The proposal would remove the rat-run between London Road and Sidmouth Street, which officers believed would improve road safety at the junction with Sidmouth Street and South Street and improve the perceived speeding issues that had been raised by residents. The proposal would not prevent the rat-run between Sidmouth Street and London Road and there was a risk that the implementation of a one-way increase could increase vehicle speeds, once the risk of on-coming traffic was removed.

One-way 'plug' on South Street - This restriction could be implemented on South Street, at its junction with Sidmouth Street, to prevent vehicles from exiting South Street in a westbound direction. An island would be built across the westbound approach to the junction, which could be designed to allow bicycles to approach in this direction. However, should this facility be incorporated there could be abuse by motorcyclists. This proposal would overcome the access issues by providing access from Sidmouth Street and Watlington Street and would enhance resident access by permitting two-way access along South Street up to the restriction - this would also reduce the number of vehicle movements on The Grove. This proposal would remove the rat-run between London Road and Sidmouth Street, which officers believed would improve the road safety at the junction with Sidmouth Street and improve the perceived speeding issued that residents had raised, but it would not prevent the rat-run between Sidmouth Street and London Road.

The report stated that a full closure of South Street would be the only effective solution for preventing both rat-run issues. Removing the London Street to Sidmouth Street rat-run should positively affect the accident cluster at the junction with South Street, so this had to be the priority of any scheme that was developed at this location. The report recommended that the option of a one-way 'plug' on South Street was proposed in a further consultation in order to ascertain the views of the affected residents. This could be presented alongside a full closure, which would provide the officers' preferred option and preferred 'compromise' option for addressing road safety. This further consultation could provide the aims of the scheme and how each option would meet these aims. It was hoped this would generate a higher volume of responses which would be submitted to a future meeting.

Resolved -

- (1) That the report be noted;
- (2) That a further informal consultation be conducted for the one-way 'plug' on South Street option as detailed in paragraph 4.7 of the report alongside a proposal for a full closure of South Street, at its junction with Sidmouth Street;

- (3) That the results of this informal consultation be submitted to a future meeting.

47. WEST READING TRANSPORT STUDY - UPDATE

Further to Minute 33 of the previous meeting, the Director of Environment and Neighbourhood Services submitted a report providing the Sub-Committee with an update on progress with the West Reading Transport Study.

Paragraph 5.1 of the report explained that a summary of the responses that had been received from the public exhibition in Southcote in July 2016 had been reviewed by the Study Steering Group and a number of proposals, detailed in the report, had been developed for statutory consultation. In addition, a number of ideas had been put forward to reduce traffic on Silchester Road outside Southcote Primary School and stop instances of dangerous u-turns at Fawley Road. These ideas included relocating the bus gate further east to the junction with Faircross Road, implementing a westbound one-way system on Faircross Road and Silchester Road, re-instating the historic road closure on Faircross Road and removing the centre splitter island on Southcote Lane to facilitate a normal right turn from Faircross Road onto Southcote Lane. It was considered that further analysis of the vehicles currently using Silchester Road and Faircross Road in the morning peak should be undertaken in order for officers to put forward their professional views for consideration.

The report proposed that statutory consultation through a Traffic Regulation Order would be carried out for the proposals with any objections reported to the next meeting and stated that implementation of the measures in Southcote was subject to funding being made available from the Community Infrastructure Levy (CIL) contribution from the developer of the former Elvian school site on Southcote Lane.

A public drop-in exhibition had been held at Coley Park Baptist Church on 20 September 2016 where visitors to the exhibition had been shown initial possible ideas and had been invited to offer comments. There had been 29 names on the exhibition sign-in sheet, 15 feedback forms had been completed and five post-it notes had been attached to the plans. In addition, the exhibition materials had been made available online until 18 October 2016 and 12 responses had been received through the online feedback form. Five questions had been asked on the feedback and online forms, as follows:

- Main concerns;
- Comments regarding traffic and parking;
- Comments regarding public transport;
- Comments regarding walking and cycling;
- Further comments.

The report detailed feedback that had been received to the above questions and stated that it was intended that scheme proposals would be developed in further detail based on the feedback by the Study Steering Group, with measures for statutory consultation to be submitted to the next meeting. The implementation of any measures in Coley Park would be subject to funding being made available from the CIL contribution from the developer of the former DEFRA offices site.

Resolved -

TRAFFIC MANAGEMENT SUB-COMMITTEE MINUTES - 3 NOVEMBER 2016

- (1) That the report be noted and officers continue to work up specific proposals for transport projects in the study area;
- (2) That, in consultation with the Chair of the Sub-Committee, the Lead Councillor for Strategic Environment, Planning and Transport and Ward Councillors, the Head of Legal and Democratic Services be authorised to carry out a statutory consultation and advertise the proposals, as set out in paragraph 5.1 of the report, in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996;
- (3) That, subject to no objections being received, the Head of Legal and Democratic Services be authorised to make the Traffic Regulation Order;
- (4) That any objections received following the statutory consultation be submitted to a future meeting.

48. UNIVERSITY & HOSPITAL AREA STUDY - UPDATE

Further to Minute 37 of the last meeting, the Director of Environment and Neighbourhood Services submitted a report providing the Sub-Committee with an update on the latest position with regard to the identification of transport issues and potential solutions in the residential areas around the University of Reading and Royal Berkshire Hospital. A summary of objections and letters of support from the October 2016 consultation was attached to the report at Appendix 1.

The report explained that the Statutory Consultation on the second set of proposals had taken place between 29 September and 20 October 2016. Consultation notices had been placed on-street within the consultation area, alongside promotion via the Council's website and social media. A total of 120 objections had been received to date and it would appear that the majority were objecting to the proposals that had been consulted on in May 2016. This had included the resubmission of the petition containing approximately 8,000 signatures. The report recommended that the Sub-Committee review the details of the report, and previous reports, and considered the objections that had been submitted to the latest set of proposals.

Officers had noted and reviewed the objections to date and, whilst there had been several objections against the pay and display elements of the project, both sets of proposals achieved the initial objectives of the study in creating a managed parking scheme for the area. The report therefore recommended to make both Traffic Regulation Orders advertised in May and October 2016 and implement the proposed parking and waiting restrictions early in 2017.

Resolved -

- (1) That the report be noted;
- (2) That both sets of proposal advertised in May and October 2016 be implemented as advertised;
- (3) That the objectors be informed accordingly.

49. MAJOR TRANSPORT AND HIGHWAYS PROJECTS - UPDATE

The Director of Environment and Neighbourhood Services submitted a report providing the Sub-Committee with an update on the current major transport and highways projects in Reading, namely:

Reading Station Area Development

Cow Lane Bridges - Highway Works

The report stated that final designs would now take place by Network Rail's consultant, with a more detailed presentation of the final layout now expected in late October/early November 2016. It was also likely that Network Rail would be able to confirm the programme of works at this point. It was reported at the meeting that this was now expected by the end of the month.

Thames Valley Berkshire Growth Deal Schemes

Green Park Station

Discussions were on-going between the DFT and Great Western Railway regarding the availability of trains to serve the station but, the Berkshire Local Transport Body had agreed that the scheme should be progressed in line with the original programme.

Reading West Station Upgrade

The report explained that officers would continue to seek funding for the scheme from all available sources, including a bid to the Local Growth Fund for which a decision was expected from Government in November 2016.

South Reading Mass Rapid Transit

Phases three and four of the scheme had been ranked as the highest priority transport scheme in Berkshire for future funding from the Local Growth Fund and a decision was anticipated from Government in November 2016.

East Reading Park & Ride and Mass Rapid Transit

Preparation of the full scheme business case for the MRT scheme was being progressed and the assessment was anticipated to be submitted to the Berkshire Local Transport Body in November 2016 to seek full financial approval for the MRT scheme.

National Cycle Network Route 422

A programme for delivery of the full scheme was being agreed between project partners and it was anticipated that the works in Reading would be able to commence before Christmas 2016.

Third Thames Bridge

The Wokingham Strategic Transport Model was currently being updated to enable the modelling and business case work to be carried out and a bid had been submitted to the DFT to seek funding to carry out the next stage of the business case work for the scheme.

Whiteknights Reservoir Scheme

The report stated that works had commenced on 15 August 2016 and were programmed for completion on 23 December 2016. To date the contractor had cleared the site, created a works vehicle access ramp into the site, installed the drainage and commenced works on the gabion basket retaining structure. The programme indicated that the gabion basket retaining structure would be completed by 4 November 2016 and works on the flood wall running along the length of the Mockbegger Allotment site would commence on 7 November 2016 with the hand railings being installed from 12 December 2016. A single lane closure along Whiteknights Road, managed by temporary traffic signals, would be required from 4 November until 20 December 2016.

Pothole Repair Plan

The Council had received a £60,000 share of the Department for Transport's £50m Pothole Action Fund in the current Financial Year. The Council's standard investigatory depth for carriageway defects was 50mm and the Pothole Repair Plan would enable the Council to repair defects of a minimum depth of 30mm to those roads in greatest need on an agreed priority basis. The Department for Transport expected the Council to achieve 1,132 pothole repairs, based on the £60,000 share from the Pothole Action Fund in the current Financial Year. This had been based on an average cost for a pothole repair of £53. It was expected that this target would be the minimum number of pothole repairs carried out within the Council's share of the fund. To the date of writing the report 391 potholes had been repaired at an average cost of £43 per pothole, and it was reported at the meeting that 496 had been repaired by the date of the meeting. The Pothole Repair Plan was operating concurrently with the statutory highway inspection regime using existing Highway Operative resources and plant/equipment. It was reported at the meeting that all the potholes on the list had now been repaired and officers would be formulating a further repair plan to bring to the Sub-Committee.

Resolved - That the report be noted.

(Councillor Duveen declared a non-pecuniary interest in this item. Nature of interest: Councillor Duveen's son worked for Network Rail)

50. ANNUAL PARKING SERVICES REPORT 2015-2016

The Director of Environment and Neighbourhood Services submitted a report which explained that the Traffic Management Act 2004 required each local authority with Civil Parking Enforcement to publish an Annual Report about their enforcement activities, covering financial and statistical data.

The Parking Services Annual Report for 2016-16 was attached to the report at Appendix 1 and would be published in November 2016. The annual parking reports for 2008-2015 were available on the Council's website.

The report stated that the Statutory Guidance required that as a minimum the Local Authority had to include financial details relating to total income and expenditure on the parking account and statistical information relating to the number of Penalty Charge Notices (PCNs) that had been issued, paid, cancelled and challenged. The Annual Report for 2015-2016 included the Statutory Guidance requirements and also included information

for Residents Parking Permits, Bus Lane Enforcement, Blue Badge issues and Enforcement, Car Parks, Pay and Display and Freedom of Information requests.

The report explained that the Traffic Management Act 2004 and Transport Act 2000 (for bus lane penalties) set out the appeals process that recipients of Penalty Charge Notices and Bus Lane Penalties had to follow if they believed they had grounds for the ticket to be cancelled. A legal requirement of both relevant Acts was for the Council to provide an address where these could be sent. The Council provided two dedicated addresses for motorists and had a secure online facility for direct representation to be made against the penalties. In addition there was a requirement for the registered keeper of the vehicle to communicate directly with the Council, which meant that a third party could only act on the registered keeper's behalf if legally authorised to do so.

Resolved -

- (1) That the report and that the Annual Reports for 2008-2015 were available on the Council's website be noted;
- (2) That it be noted that the Annual Report for 2015/16 was intended to be published in November 2016.

51. SIMON EU PROJECT UPDATE

The Director of Environment and Neighbourhood Services submitted a report providing the Sub-Committee with an update on the SIMON EU Project.

The report explained that the SIMON EU Project sought to remove some of the barriers that were faced by people with disabilities and their carers when travelling around town, specifically Blue Badge users. A Smartphone App was being developed to provide real time information on the availability of Blue Badge parking and a navigational aid which included obstacles such as bollards and other street furniture. New technology to assist Councils with on-street validation of Blue Badges and hence help with enforcement was also being developed.

Reading had been invited to join three other pilot cities working on the project: Madrid, Lisbon and Parma. Work was nearing completion to provide sensors at all the on-street disabled parking bays in the town centre to enable users to get real time information showing which parking spaces were available using the SIMON Smartphone App. This should make a trip to the town centre easier for Blue Badge users and reduce cruising round looking for a free parking space. Once the installation had been put in place and tested, the next stage was to test the Smartphone App from a user's point of view. Volunteer testers would try the App and give feedback on how the App worked for them, including how the dashboard could best be arranged for their use as some disabilities might need this tweaking, and feedback on whether the App helped them find a space to park. There was also a navigational aid on the App with barriers/access aids which could be tested and feedback provided, although as many of the testers knew Reading well they might not use this aspect of the App so often.

The report explained that the Council would also run a test day with a few volunteers to test the Blue Badge validity aspect of the new technology, which would verify if a blue badge in a parked car was valid or not and hence aid parking enforcement. Representatives working on the Project in the other pilot cities, plus the Smartphone App

builders, had visited Reading at the end of September 2016 to map out the way forward with testing the technology, to share findings and experiences between the four pilot cities and to see the progress that had been made installing the sensors. This had also given the Council the opportunity to introduce the team to the Chair of the Physical Disabilities and Sensory Needs Forum and to showcase a number of other LSTF transport projects during a walking tour of the town centre.

Resolved - That the report be noted.

52. WINTER SERVICE PLAN 2016/2017

The Director of Environment and Neighbourhood Services submitted a report informing the Sub-Committee of the outputs that had been delivered by the Winter Service Plan 2015/2016 and of the Winter Service Plan 2016/2017.

The report explained that the 2015/2016 winter period had proved to be a relatively mild winter season with only one or two cold spells, although under the Well Maintained Highways - Code of Practice which required precautionary salting from a temperature of 1°C and falling, there had been a tendency for action rather than no action which had resulted in a higher number of salting runs than would have been expected. The Winter Service Plan 2015/2016 had provided a robust service for the duration of the winter period with minimal disruption to the primary and secondary network. There had been no reported problems with the availability of salt or maintaining salt stock levels during the 2015/2016 winter season.

A review of the Winter Service Plan 2015/2016 had been carried out and the main points had included the following:

- A review of the existing 47 grit bins had been carried out confirming their on-going requirement for the 2016/2017 winter season;
- One grit bin request for a new location had been received during the 2015/2016 winter season and had been assessed against the criteria but had achieved a score high enough to warrant a grit bin being installed;
- The contractual salt stock held by the Council's contractor would be maintained at 1200 tonnes for the start of the 2016/2017 winter service period;
- Bus routes continued to be on primary or secondary salting routes;
- A defined pedestrian route swathe around the station had been agreed for urea treatment;
- All cross-boundary primary and secondary salting routes corresponded with neighbouring authorities routes;
- When the Snow Plan was activated footway snow ploughs would continue to be available for use in the town centre and on primary pedestrian routes.

Resolved -

- (1) That the outputs delivered by the Winter Service Plan 2015/16 be noted;
- (2) That the Winter Service Plan 2016/17 be noted and approved.

53. GARRARD STREET AND STATION APPROACH - TAXI RANK REVIEW

The Director of Environment and Neighbourhood Services submitted a report informing the Sub-Committee of a proposal to change the current taxi rank provision in and around Reading Station.

The report stated that the developers of Thames Tower had recently approached the Council to progress the section 278 highway works associated with the development. The highway works would include repaving the entire footway on the east elevation of Thames Tower with materials matching the existing paving on the Station southern public square, a rationalization of the existing street furniture, relocation of the bus inspectors hut and improvements to the existing central island where the statue of King Edward VII was located. These works would require the closure of the bus stops and footway whilst they were carried out. A temporary footway would have to be provided within the bus stop layby and horseshoe rank to cater for the very high pedestrian movements to and from the station. The works were currently planned to commence at the beginning of January 2017 and would continue until February/March 2017. To facilitate the works, the taxi rank in Garrard Street and the horseshoe rank in Station Approach would have to close under a temporary Traffic Regulation Order.

The report stated that officers believed that due to the duration of the Thames Tower works and subsequent future phases of the Station Hill development, the point had been reached where the Garrard Street feeder rank was no longer fit for purpose and the report recommended permanently closing it from commencement of the Thames Tower S278 Highway works. The report also recommended permanently closing the horseshoe rank as there was not alternative taxi feeder location in Blagrove Street and the future management and operation of just a five space rank would pose a risk to the overall operation of the town centre traffic system by over-ranking.

To help alleviate the impact of this change on the taxi trades, paragraph 4.9 of the report proposed introducing a number of permanent changes in the town centre, including the following:

- Converting the bus stop on the north side of Station Hill to a permanent taxi rank;
- Making the bus stops on the south side of Station Hill shared use (Bus and Taxi);
- Converting a section of Greyfriars Road on the west side into a feeder rank to Station Hill;
- Changing the current bus only restrictions on the eastern side of the northern interchange to permit taxis and allow the right turn out of the interchange to Vastern Road;
- Review a potential route for taxis to the current bus only section of the northern interchange from the head of the taxi rank;
- Review the locations of the existing part time ranks in Station Road with a view to a continuous rank rather than split between bus stops;
- Improving signs within the Station and on the highway to the north and south of the Station to direct members of the public to the taxi ranks;
- Utilising the road space previously used as the horseshoe rank as a bus stop to ensure drop off/private hire vehicles did not use the area;
- Adjustments to the following existing taxi ranks:
 1. Moving the Friar Street shared use rank outside Hickies to the bus stop outside the County Court in Friar Street;

TRAFFIC MANAGEMENT SUB-COMMITTEE MINUTES - 3 NOVEMBER 2016

2. Changing the operational time of the rank in Gun Street to 9.00pm to 6.00am;
3. Changing the rank in Bridge Street to 8.00pm to 8.00am and promoting a new taxi rest facility between 8.00am and 8.00pm;
4. Investigating shared use ranks in the disabled bays located in St Marys Butts and Kings Street only to operate 8.00pm to 8.00am;
5. Changing the existing Oxford Road rank located near Cheapside to a permanent rest rank.

At the invitation of the Chair, Asif Rashid, Chairman of the Reading Taxi Association, addressed the Sub-Committee.

It was reported at the meeting that the sixth bullet point should have included changing the start time of the part time taxi ranks in Station Road to 10.00pm from the current 11.00pm.

It was noted that no plans of the proposals had yet been produced and the Sub-Committee requested that these be shared with members of the Sub-Committee and affected groups.

Resolved -

- (1) That the report be noted;
- (2) That, once plans for the proposed new waiting restrictions had been drawn up, they be shared with members of the Sub-Committee and affected groups;
- (3) That in consultation with the Chair of the Sub-Committee, the Lead Councillor for Strategic Environment, Planning and Transport and Ward Councillors, the Head of Legal and Democratic Services be authorised to carry out a statutory consultation on the proposed new waiting restrictions, as detailed in paragraph 4.9 of the report and amended above, and in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996;
- (4) That, subject to no objections being received, the Head of Legal and Democratic Services be authorised to make the Traffic Regulation Order;
- (5) That any objections received following the statutory consultation be submitted to a future meeting;
- (6) That in consultation with the Lead Councillor for Strategic Environment, Planning and Transport and Ward Councillors, the Head of Transportation and Streetcare be authorised to make minor alterations to the proposals following the Statutory Consultation process.

54. CYCLE FORUM MINUTES

The Director of Environment and Neighbourhood Services submitted a report informing the Sub-Committee of the discussions and actions arising from the 19 October 2016 meeting of the Cycle Forum under the auspices of the approved Cycling Strategy.

The notes of the Cycle Forum meeting of 19 October 2016 were attached to the report at Appendix 1.

Resolved - That the Minutes of the Cycle Forum held on 19 October 2016 be noted.

55. NATIONAL CYCLE NETWORK ROUTE 422 - UPDATE

Further to Minute 30 of the previous meeting, the Director of Environment and Neighbourhood Services submitted a report providing the Sub-Committee with an outline of the progress that had been made in developing a new National Cycle Network (NCN) route funded through the LEP Growth Deal, connecting Newbury to Windsor via Reading, Wokingham and Bracknell and seeking scheme approval for the construction of Phase 1 consisting of shared use facilities along the Bath Road. A map showing kerb realignment works near New Lane Hill was attached to the report at Appendix 1, the junction design for a raised table at Honey End Lane/Bath Road was attached to the report at Appendix 2, the junction design for a raised table at Southcote Road/Bath was attached to the report at Appendix 3 and an Equality Impact Assessment Scoping Report was attached to the report at Appendix 4.

The report explained that detailed design work for Phase 1, along Bath Road from the Borough boundary to Southcote Lane, was complete, including stage 1 and 2 road safety audits which had resulted in some adjustments to the proposed scheme. The £400k shared use scheme, which would be delivered by the Council's in-house Direct Labour Organisation (DLO) and existing contractors, consisted mainly of a 2.5 metre wide facility along the northern footway. Entry treatments would be used at minor junctions in the form of imprinting. Shared use tiles that had been installed along London Road would also be used throughout, complementing regulatory shared use signs and official NCN branding. Traffic management would be in place to reduce any disruption to the A4 corridor and on-carriageway works would be carried out off-peak where possible.

The existing footway between the Borough boundary and New Lane Hill would be widened by approximately 1.7 metres to 2.5 metres, which would be achieved through kerb realignment and complemented by an entry treatment across New Lane Hill. The existing pedestrian refuge island and bus stop would be relocated to the east of New Lane Hill as part of Section 278 works for the Lidl development. Further investigations were also being carried out along this stretch to assess the strength of a privately owned retaining wall parallel to the public highway.

Morlands Avenue to Honey End Lane would consist of entry treatments across three junctions, including accesses to/from the petrol station as well as Advanced Stop Lines at the Burghfield Road junction. The removal of existing segregated facilities between Morlands Avenue and Honey End Lane had been included to ensure consistency throughout the route. A raised table on the approach to Bath Road from Honey End Lane and informal crossing facility linking Frogmore Way would enhance wider pedestrian/cycle routes.

Honey End Lane to approximately 40 metres east of the bus shelter would benefit from localised resurfacing and widening through the removal of existing guard railing and grass verge. Street furniture would be relocated to the back of the footway, including a number of lamp columns, to increase the effective width of the shared use facility. Pedestrian crossings near Circuit Lane and on all arms of the Bath Road/Liebenrood Road junction would be upgraded to toucan crossings, linking directly to The Wren School and Blessed Hugh Faringdon via shared use facilities on the southern footway.

Existing paving tiles from Parkside Road to Southcote Road would be replaced with asphalt reducing future maintenance and providing a smooth surface. A raised table with

TRAFFIC MANAGEMENT SUB-COMMITTEE MINUTES - 3 NOVEMBER 2016

imprinting would be constructed across Southcote Road and the existing pedestrian crossing upgraded to a toucan.

Finally, the report stated that the detailed designs for Phase 2 from Southcote Lane to Watlington Street were in progress, alongside conceptual designs for the final phase to the Reading/Wokingham boundary. Scheme approval for these phases would be submitted to a future meeting and were expected to be constructed by the end of 2017/18.

It was reported at the meeting that, following discussions at the Cycle Forum and correspondence with Mr Lee, from Reading Cycle Campaign, who had highlighted a number of concerns regarding the planned improvements presented in the report, specifically safety concerns at New Lane Hill and the location of the proposed raised table at Honey End Lane, Mr Lee's comments had been largely incorporated into the final designs and the updated drawings would be shared with Mr Lee when they were available.

Officers had agreed to make the following changes to the proposals:

- to investigate Mr Lee's suggestion for New Lane Hill
- to install a dropped kerb on Pentland Close
- to move the raised table on Honey End Lane back so it was further away from the give-way line (exact distance to be confirmed as officers would need to consider existing accesses, etc)
- to widen the footway on approach to Southcote Road
- to incorporate the dashed lines

It was explained that the only suggestion that had not been able to be incorporated into the final designs was the widening of other sections of the Bath Road footway, due to the need to balance the remaining project budget across future phases of the scheme and the high costs associated with additional kerb realignment works.

Resolved -

- (1) That the report be noted;
- (2) That scheme and spend approval for Phase 1 of the NCN 422 scheme be granted, subject to officers making amendments to the works set out in Appendix 1 as reported above;
- (3) That, in consultation with the Chair of the Sub-Committee, the Lead Councillor for Strategic Environment, Planning and Transport and Ward Councillors, the Head of Legal and Democratic Services be authorised to carry out a statutory consultation and advertise the proposed raised tables at the junction of Southcote Road/Bath Road and Honey End Lane/Bath Road, as shown in Appendices 2 and 3 to the report, subject to officers making amendments to the works set out in Appendices 2 and 3 as reported above, in accordance with the Local Authorities Traffic Orders (Procedure) (England and Wales) Regulations 1996;
- (4) That, subject to no objections being received, the Head of Legal and Democratic Services be authorised to make the Traffic Regulation Order;

- (5) That any objections received following the statutory consultation be submitted to a future meeting.

56. CYCLING STRATEGY POLICY UPDATE - REMOVAL OF UNCLAIMED BICYCLES

The Director of Environment and Neighbourhood Services submitted a report that set out a policy for the removal of abandoned bicycles from the public highway, to form an addendum to the Cycling Strategy 2014. The proposed policy outlined the intention to donate any unclaimed bicycles to local recycling schemes helping to free up cycle parking spaces and minimising waste.

The report stated that the Cycling Strategy outlined the Council's intention to promote and encourage cycling as an attractive and normal travel choice for local journeys through a number of design principles and policies, including increasing 'cycle parking facilities to enable people to park closer to more key destinations' to support future growth in cycling. In parallel, it was important to ensure efficient use of existing cycle parking facilities by regularly monitoring usage, through monthly cycle parking counts and routine inspections, helping to highlight bicycles that had been left for long periods of time or abandoned. Abandoned bicycles not only created unnecessary street clutter, but were also at increased risk of cycle theft, including the removal of one or more components.

The report explained that the Refuse Disposal (Amenity) Act 1978 outlined the Council's responsibility to remove vehicles that had been classified as abandoned from the public highway. The current procedure for removing abandoned bicycles involved identity tags being secured to bicycles that appeared to have been abandoned outlining the Council's intention to remove the bicycle within seven days. Every effort was made to contact the owner to advise them that their bicycle would be removed if there was evidence of the owner's identity.

The report set out the criteria that defined a bicycle as being abandoned or un-roadworthy and explained that bicycles that were not recovered by the owner after seven days were removed and held securely for a minimum of 30 days. At this point, any unclaimed bicycles had previously been donated to the national cycling charity, CTC, who had delivered a key element of the Council's Local Sustainable Transport Fund programme until March 2016. CTC redistributed the bicycles to three local recycling projects that were managed by Reading Bicycle Kitchen, Reading College and the University of Reading.

The report proposed to continue donating any unclaimed bicycles to local recycling schemes that had the ability to return the bicycles to a roadworthy condition. Officers would then seek to identify organisations/groups who were willing to recycle the bicycles for the purpose of either making them accessible to those in need at affordable prices, particularly those seeking education, employment, training and skills opportunities, or to reuse the bicycles for initiatives encouraging cycling for local journeys.

Future funding opportunities supporting the objectives of the Cycling Strategy would continue to be sought, including those aimed at improving cycle security, such as the existing bicycle marking programme that had been delivered by Thames Valley Police and initiatives that supported improved accessibility to education, employment, training and skills.

Resolved - That the proposed policy update be adopted, subject to consultation seeking expressions of interest from local groups or organisations, who

were able to recycle the bicycles for the purpose of making them accessible to those in need at affordable prices or for the delivery of local cycle initiatives.

57. EXCLUSION OF PRESS AND PUBLIC

Resolved -

That, pursuant to Section 100A of the Local Government Act 1972 (as amended) members of the press and public be excluded during consideration of Item 59 below, as it was likely that there would be disclosure of exempt information as defined in Paragraphs 1 and 2 of Part 1 of Schedule 12A of that Act.

58. APPLICATIONS FOR DISCRETIONARY PARKING PERMITS

The Director of Environment and Neighbourhood Services submitted a report giving details of the background to her decisions to refuse applications for Discretionary Parking Permits from a total of eleven applicants, who had subsequently appealed against these decisions. It was reported at the meeting that two of these appeals had been withdrawn.

The appellant for application 1.5 attended the meeting and addressed the Sub-Committee on the application.

Resolved -

- (1) That it be noted that applications 1.1 and 1.8 had been withdrawn;
- (2) That, with regard to applications 1.0 and 1.3, a third discretionary permit be issued, personal to the applicants and charged at the third permit fee;
- (3) That the Director of Environment and Neighbourhood Services' decision to refuse applications 1.2, 1.4, 1.5 and 1.7 be upheld;
- (4) That, with regard to application 1.5, the appellant be informed of their right to use the Council's complaints procedure and to make a complaint to their landlord;
- (5) That with regard to applications 1.6, 1.9 and 2.0 a discretionary teacher's permit be issued;
- (6) That, with regard to teachers' permits, the Residents' Parking Scrutiny Task and Finish Group be asked to review the teacher permit rules in relation to allocation of permits by site rather than by school/establishment and to look at the possibility of selling limited numbers of season tickets to schools if there was capacity in a zone.

(Exempt information as defined in Paragraphs 1 and 2).

(The meeting started at 6.30 pm and finished at 9.20 pm).