



# CHEL TENHAM

## BOROUGH COUNCIL

### Notice of a meeting of Council

**Monday, 21 January 2019**

**6.00 pm**

**Council Chamber, Municipal Offices**

<b>Membership</b>	
<b>Councillors:</b>	Bernard Fisher (Chair), Roger Whyborn (Vice-Chair), Victoria Atherstone, Matt Babbage, Paul Baker, Garth Barnes, Dilys Barrell, Angie Boyes, Nigel Britter, Jonny Brownsteen, Flo Clucas, Chris Coleman, Mike Collins, Stephen Cooke, Iain Dobie, Wendy Flynn, Tim Harman, Steve Harvey, Rowena Hay, Alex Hegenbarth, Karl Hobley, Sandra Holliday, Martin Horwood, Peter Jeffries, Steve Jordan, Chris Mason, Paul McCloskey, Andrew McKinlay, Tony Oliver, Dennis Parsons, John Payne, Louis Savage, Diggory Seacome, Malcolm Stennett, Jo Stafford, Klara Sudbury, Simon Wheeler, Max Wilkinson, Suzanne Williams and David Willingham

### Agenda

<b>1.</b>	<b>APOLOGIES</b>	
<b>2.</b>	<b>DECLARATIONS OF INTEREST</b>	
<b>3.</b>	<b>MINUTES OF THE LAST MEETING</b> Minutes of the meeting held on 10 December 2018.	(Pages 3 - 28)
<b>4.</b>	<b>COMMUNICATIONS BY THE MAYOR</b>	
<b>5.</b>	<b>COMMUNICATIONS BY THE LEADER OF THE COUNCIL</b>	
<b>6.</b>	<b>TO RECEIVE PETITIONS</b>	
<b>7.</b>	<b>PUBLIC QUESTIONS</b> These must be received no later than 12 noon on Tuesday 15 January 2019.	
<b>8.</b>	<b>MEMBER QUESTIONS</b> These must be received no later than 12 noon on Tuesday 15 January 2019.	
<b>9.</b>	<b>PETITION TO RE-OPEN BOOTS CORNER</b> Report of the Cabinet Member Development and Safety	(Pages 29 - 34)

<b>10.</b>	<b>CHELTENHAM TRANSPORT PLAN -UPDATE REPORT</b> <ul style="list-style-type: none"> <li>To include presentation from Gloucestershire County Council Officers</li> </ul> <p>Report of the Cabinet Member Development and Safety</p>	(Pages 35 - 62)
<b>11.</b>	<b>NOTICES OF MOTION</b>	
<b>12.</b>	<b>ANY OTHER ITEM THE MAYOR DETERMINES AS URGENT AND WHICH REQUIRES A DECISION</b>	
<b>13.</b>	<b>LOCAL GOVERNMENT ACT 1972 -EXEMPT INFORMATION</b> <b>The committee is recommended to approve the following resolution:-</b>  <p>“That in accordance with Section 100A(4) Local Government Act 1972 the public be excluded from the meeting for the remaining agenda items as it is likely that, in view of the nature of the business to be transacted or the nature of the proceedings, if members of the public are present there will be disclosed to them exempt information as defined in paragraph 3, Part (1) Schedule (12A) Local Government Act 1972, namely:</p> <p>Paragraph 3; Information relating to the financial or business affairs of any particular person (including the authority holding that information)</p>	
<b>14.</b>	<b>A PROPERTY MATTER</b> Report of the Cabinet Member Finance- ITEM DEFERRED	

**Contact Officer:** Bev Thomas, Democracy Officer, 01242 264246

**Email:** [democratic.services@cheltenham.gov.uk](mailto:democratic.services@cheltenham.gov.uk)

**Pat Pratley**  
**Chief Executive**

### Council

**Monday, 10th December, 2018  
2.30 - 5.55 pm**

<b>Attendees</b>	
<b>Councillors:</b>	Bernard Fisher (Chair), Roger Whyborn (Vice-Chair), Victoria Atherstone, Matt Babbage, Paul Baker, Garth Barnes, Dilys Barrell, Angie Boyes, Nigel Britter, Jonny Brownstein, Flo Clucas, Chris Coleman, Mike Collins, Stephen Cooke, Iain Dobie, Tim Harman, Steve Harvey, Rowena Hay, Alex Hegenbarth, Karl Hobley, Sandra Holliday, Martin Horwood, Peter Jeffries, Steve Jordan, Chris Mason, Paul McCloskey, Andrew McKinlay, Tony Oliver, Dennis Parsons, John Payne, Diggory Seacome, Malcolm Stennett, Jo Stafford, Klara Sudbury, Simon Wheeler, Max Wilkinson, Suzanne Williams and David Willingham

### Minutes

**1. APOLOGIES**

Apologies were received from Councillor Flynn and Savage.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3. MINUTES OF THE LAST MEETING**

The minutes of the last meeting had been circulated with the agenda.

Upon a vote it was unanimously

**RESOLVED that the minutes of the meeting held on the 15 October 2018 be agreed and signed as a correct record.**

**4. COMMUNICATIONS BY THE MAYOR**

The Mayor confirmed that carol singing would be taking place on Thursday at 5pm in aid of the Mayor's charity.

**5. COMMUNICATIONS BY THE LEADER OF THE COUNCIL**

The Leader wished to thank colleagues who had taken part in the photograph outside the Municipal Offices to show support for the local campaign against gender-based violence 'Glostakeastand'.

He also wished to pass on his thanks to all those involved in the WW1 remembrance weekend which he felt had done Cheltenham proud. He also passed on his good wishes to Pat Pratley, Chief Executive, who he hoped to see well again in the new year.

**6. TO RECEIVE PETITIONS**

Councillor Harman presented a petition to the Mayor requesting that Boots Corner be re-opened at the earliest opportunity. He advised that it was on behalf of the Conservative group and the wider community and it had received around 5200 signatures.

In response to a question, Councillor Harman confirmed that the petition was the same petition that Alex Chalk had emailed about.

**7. PUBLIC QUESTIONS**

<b>1.</b>	<b>Question from Stephen Williams to Cabinet Member Development and Safety, Councillor Andrew McKinlay</b>
	Comparing like with like, i.e. same days, same times etc., please can you provide details of traffic counts before and after implementation of the Boot's corner closure, for College Road, St. Lukes Road, Ambrose Street, St. Georges Street and Gloucester Road between the Train Station and the Lower High Street?
	<b>Response from Cabinet Member</b>
	<p>GCC colleagues have a network of 27 traffic monitoring points which formed the baseline prior to any phases being implemented and is designed to give robust and sufficient data in order to evaluate the trial. Clearly for consistency sake these monitoring points have remained the same and the data has been evaluated after each phase to identify impact.</p> <p>The full set of monitoring points is listed below.</p> <ul style="list-style-type: none"> <li>Monson Ave</li> <li>Clarence Square</li> <li>All Saints Road</li> <li>Fairview Road</li> <li>Bayshill Road</li> <li>College Road</li> <li>St Georges St</li> <li>High Street</li> <li>St James Square</li> <li>Imperial Square Southern Arm</li> <li>Montpellier Spa Road</li> <li>Poole Way</li> <li>St. Johns Ave</li> <li>High Street</li> <li>London Road</li> <li>St. George Road</li> <li>Imperial Sq Northern Arm</li> <li>Ambrose St</li> <li>Rodney Road</li> <li>Albion Street</li> <li>Gloucester PI</li> <li>Winchcombe St North</li> <li>North Place</li> <li>Clarence Street</li> <li>St. George PI</li> <li>Royal Well Road</li> </ul>

	<p>Winchcombe St South</p> <p>Whilst these may not cover the specific sites desired they collect data on adjoining routes.</p> <p>Data has been collected since 2015 which was used as the baseline, and added to year on year as various phases of the trial have been implemented. Whilst headline analysis has been undertaken where concerns have been raised, GCC colleagues are keen to collect the full 6 month like-for-like data since the phase 4 trial began so that a full picture can be gathered.</p> <p>In a supplementary question, Mr Williams asked when the vehicle movement data would be available in the public domain.</p> <p>The Cabinet Member explained that this was in the hands of the County Council and they had been given no firm date on when this would be received. He advised that Cheltenham Borough Council were also keen to receive this data.</p>
<p><b>2.</b></p>	<p><b>Question from Susie Godwin to Cabinet Member Development and Safety, Councillor Andrew McKinlay</b></p>
	<p>Assuming that the Council finally accepts that this ill-advised scheme has not worked, would they agree with me that many issues could be resolved, including pedestrian safety, if:</p> <ol style="list-style-type: none"> <li>a. There were 'proper' traffic lights, as at the top of Montpellier, and not the flashing orange variety and,</li> <li>b. that a bus lane remains on the left alongside Superdry etc, enforced by a camera 24 hrs a day. This would mean a single line of traffic on the right hand side (after removal of the seats and bike racks etc), and combined with better traffic lights, would ensure that pedestrians, businesses, locals and tourists, can get back to some normality in Cheltenham.</li> </ol>
	<p><b>Response from Cabinet Member</b></p>
	<p>As this phase of the Cheltenham Transport Plan is a trial, and the full data sets are not yet available it is premature to judge the outcome. Whilst several indicators are pointing to improved footfall, cycling and bus patronage other indicators, notably on traffic dispersment are yet to be released by colleagues at GCC highways. The trial is seeking feedback so I would encourage you to put your suggestion for a dedicated bus lane to GCC at <a href="https://gloucestershire-consult.objective.co.uk/public/trp/phase4/phase4">https://gloucestershire-consult.objective.co.uk/public/trp/phase4/phase4</a></p> <p>In a supplementary question, Miss Godwin queried why, in her opinion, the people of Cheltenham had not been consulted on the closure of Boots corner before its implementation and why residents' complaints were being ignored.</p> <p>The Cabinet Member advised that consultation on the transport plan had been ongoing since 2006, the experimental TROs being introduced, which included the closure of boots corner, formed Phase 4 of the scheme. He explained that all comments were being taken on board and</p>

	<p>consultation on the scheme had been extended to after race week. He continually directed residents to the consultation page on Gloucestershire County Councils website to make their views and these comments would be taken on board when the TRO committee analysed the data and decided on how to proceed.</p>
<p><b>3.</b></p>	<p><b>Question from Gary Knight to Cabinet Member Development and Safety, Councillor Andrew McKinlay</b></p>
	<p>Now that Councillor McKinlay concedes (October 15th) that the equalities act 2010 does not mention 'all taxis must be wheelchair accessible', and furthermore can he now accept that sections 160-164 of the same act are 'prospective' and are not 'live'. Will the councillor agree that the framework for changing the taxi policy is fundamentally flawed.</p>
	<p><b>Response from</b></p>
	<p>At no time have I said that the Equalities Act 2010 requires all Taxis to be wheelchair accessible.</p> <p>What I have repeatedly said is that the Equalities Act 2010 places an obligation on licensing authorities to ensure that all taxis comply with the Taxi Accessibility Regulations.</p> <p>Through consultation the council have looked at various options giving consideration to the representations made to the council. Given the complexities of the issues involved, the council is considering a wide range of views and evidence in coming to its policy conclusions and would not wish to limit itself to a single piece of evidence.</p> <p>In my response to another council question in October, I said: “The Equalities Act 2010 does not refer to all Taxis having to be changed to Wheelchair Accessible Vehicles.</p> <p>However, as was outlined in the Cabinet report in March 2018, the Equality Act 2010 does place a general public sector equality duty which place a duty on the council to have due regard to the following when discharging its functions:</p> <ul style="list-style-type: none"> <li>• Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.</li> <li>• Advance equality of opportunity between people who share a protected characteristic and those who do not (including age and disability).</li> <li>• Foster good relations between people who share a protected characteristic and those who do not.</li> </ul> <p>Furthermore, the Government’s own The Inclusive Transport Strategy stated:</p> <ul style="list-style-type: none"> <li>- 4.21 In the longer term <b>we want the service currently provided</b></li> </ul>

	<p><b>by taxis and PHVs to be as accessible to disabled passengers as it is for those who are not disabled.</b></p> <ul style="list-style-type: none"> <li>- Chapter 8 has a whole section on “Increasing levels of Wheelchair Accessible Taxis and PHVs” saying: “8.35 Through our engagement with disabled people during the consultation it was clear how important wheelchair accessible taxis and PHVs were to enabling people to attend hospital appointments, go shopping or visit friends. <b>We want to see a much greater proportion of WAVs, particularly in non-urban areas, over the next 10 years.</b>”</li> </ul> <p>As can be seen from the above quote it is clearly Central Government’s intention to end disability discrimination in the Taxi Service, (a policy that this administration fully supports)</p> <p>The decision taken by this Council to introduce a 100% Wheelchair Accessible fleet is not “fundamentally flawed” as you suggest, but entirely consistent with Central Government policy and legislation.</p>
4.	<p><b>Question from Gary Knight to Cabinet Member Development and Safety, Councillor Andrew McKinlay</b></p>
	<p>What evidence can the council provide, that the people of Cheltenham, wish to have all taxis, wheelchair accessible and euro 5 (emissions) compatible.</p>
	<p><b>Response from</b></p>
	<p>The issue of emission standards is not an accessibility issue but one relevant to air quality. In October the council consulted with the trade and wider public on a number of technical issues associated with the implementation of the new wheelchair accessible policy for taxis. One issue relevant to this consultation was the emission standards the council should apply to licensed taxis. The <i>minimum</i> adopted standard, taking into account the consultation feedback, was Euro 5.</p> <p>As I previously alluded to, Cabinet looked at a range of issues and options when considering the adoption of the wheelchair accessible policy for taxis. This included feedback received during the public consultation and subsequent engagement and feedback. Given the complexities of the issues involved, the council would not wish to limit itself to a single piece of evidence.</p> <p>The consultation feedback, including that submitted by members of the public who responded, can be found on the council’s website.</p>
5.	<p><b>Question from John Firth to Cabinet Member Development and Safety, Councillor Andrew McKinlay</b></p>
	<p>As a regular town centre user, I can see no benefit from the closure of Boots Corner. As a resident of Saint Luke's Road, since the closure, especially between 4:30 and 6:30 there is a solid stream of traffic from the Bath Road to College Road along Saint Luke's Road, with lots of impatient and dangerous behaviour with cars driving fast down Saint</p>

	<p>Luke's Place to queue jump. A pleasant and quiet town centre residential area has turned into an almost permanent traffic jam with a consequent detriment to quality of life.</p> <p>I would like the council to reject this pointless scheme, reopen Boots Corner and reverse the damage to my neighbourhood. If not what do the council propose to do to mitigate the dramatic traffic increase in St Luke's?</p>
	<p><b>Response from Cabinet Member</b></p>
	<p>Whilst you may see no benefit in the trial closure, others have identified significantly increased pedestrian movement at Boots Corner itself, greater use of cycling, more bus patronage and improved footfall at key commercial zones. This added to the positive news on the High Street, unlike other towns, suggests that Cheltenham is remaining attractive for investors which is important for the vibrancy of the town long term.</p> <p>My understanding from colleagues at GCC is that Saint Luke's Road and College Road have for many years suffered from peak time traffic flows but there is no suggestion of a "permanent" traffic jam.</p> <p>Any measures to mitigate traffic increases will be determined once GCC are in a position to release data sets.</p>
<b>6.</b>	<p><b>Question from Mike Mudie to Cabinet Member Development and Safety, Councillor Andrew McKinlay</b></p>
	<p>Given the increased likelihood of accident, injury and, frighteningly fatality in a pedestrianisation scheme involving motor vehicles (particularly now that people routinely walk around looking at their mobile phones) are our Councillors jointly and severally prepared to accept responsibility for any such deaths ?</p>
	<p><b>Response from Cabinet Member</b></p>
	<p>Sadly there have been 3 deaths within the town centre attributed to speeding vehicles within the last few years; all before the phased introduction of the Cheltenham Transport Plan.</p> <p>Slower speeds as now seen on Albion Street tend to reduce the likelihood of fatalities. Equally buses have been utilising the High Street with pedestrians from Boots Corner to Bennington Street for many years with no significant incidences; again because of the slow operating speeds.</p> <p>All phases of the Transport Plan have been subject to road safety audits by GCC prior to implementation and in line with many other towns and cities the objective is to create a more pleasant and safe environment.</p>
<b>7.</b>	<p><b>Question from Mike Mudie to Cabinet Member Development and Safety, Councillor Andrew McKinlay</b></p>
	<p>As the current scheme is so overwhelmingly unpopular and dangerous, would the Council now consider the alternative of a bus free pedestrianisation scheme in tandem with a suitable road system to deal with the displaced traffic ?</p>
	<p><b>Response from Cabinet Member</b></p>
	<p>Whilst that it a personal opinion, the suggestion of a bus free pedestrianisation area is helpful. This was considered at length but unfortunately due to the historic nature of the street configuration no solution could be found that would not interrupt the flow of buses into the</p>



	town centre. The first phase of the Transport Plan with 2 way flow on Albion Street improved direct bus access but designers have not found a solution that removes bus movements whilst equally ensuring that bus passengers can easily access their goal of the town centre.
<b>8.</b>	<b>Question from Carl Friessner-Day to Cabinet Member Development and Safety, Councillor Andrew McKinlay</b>
	The closure of Boots Corner is a trial and by definition a trial is a temporary measure in time. However in recent media commentary Cllrs have presented the closure of Boots Corner as a fait accompli and that if anything the road structure elsewhere would be tweaked to make it work. Could the Council go on record for the constituents of Cheltenham and confirm that reopening Boots Corner is still a possible outcome should the desired outcomes presented by the Council in 2015 not prevail?
	<b>Response from Cabinet Member</b>
	The GCC traffic regulation order committee stipulated that phase 4 Boots Corner would be a trial and nothing has changed to that position.
<b>9.</b>	<b>Question from Carl Friessner-Day to Cabinet Member Development and Safety, Councillor Andrew McKinlay</b>
	One of the objectives to the closure of Boots Corner was to reunite the high street and stop severance of our town centre. Given the continued need for traffic lights at Boots Corner because of the volume of buses and taxis, and more concerning the massive increase of traffic on Rodney Rd, would it be fair to conclude when it comes to at least the severance element of the high street, the transport plan has failed to deliver on the promises made to the electorate of Cheltenham.
	<b>Response from Cabinet Member</b>
	The traffic lights were retained at Boots Corner at the request of the disability consultative group who wished to be reassured that east-west travel would remain as before during the trial. The temporary narrowing of the road has made general pedestrian flows easier but the requirements of all groups will inform any final determination. Options to address the increased traffic flow in Rodney Road are being explored by GCC.  The issue of severance has been significantly reduced as shown by the increased pedestrian and cycle movements east-west but the purpose of the trial is to understand as many dynamics as possible.
<b>10.</b>	<b>Question from Liz Rolls to Cabinet Member Development and Safety, Councillor Andrew McKinlay</b>
	Given we have the evidence of the World Health Organisation concerning the impact of air pollution exposure on the development of cancer, cardiovascular disease, and respiratory disease, how does Cheltenham Borough Council propose to meet its statutory duties for public health, that were conferred on local authorities by the Health and Social Care Act 2012, when the Council's decision to close Boots Corner to the majority of traffic has increased these known damaging effects on town centre residents by changing a low risk traffic flow situation (that is exposure to pollution by a fleeting and transitory population from moving traffic at Boots Corner), to a high risk one (that is, to increased exposure to pollutants by settled residential populations as a result of the disproportionate increase in stationary traffic outside their homes for significant periods of time?
	<b>Response from Cabinet Member</b>

	<p>CBC has been working with colleagues at GCC on a range of mitigation measures across the town for several years. This data can be found on the CBC website.</p> <p>The ambition is to continue to reduce the impact which is why this phase of the trial, like all other phases, has both traffic monitoring and pollution monitoring data being collected.</p>
<b>11.</b>	<b>Question from Bernard Rowe to Cabinet Member Development and Safety, Councillor Andrew McKinlay</b>
	<p>Part IV of the Environment Act 1995 and Part II of the Environment (Northern Ireland) Order 2002 requires local authorities in the UK to review air quality in their area and designate air quality management areas if improvements are necessary.</p> <p>The Public have advised that closing Boots corner will divert traffic to others smaller streets causing congestion, noise and more pollution, particularly St Georges Street.</p> <p>What part of this act gives the council the rights to actively work against this act to drive up pollution in these areas?</p>
	<b>Response from Cabinet Member</b>
	<p>The Council is currently undertaking air quality monitoring beyond the statutory requirements of the Act, for example, in order to provide reassurance in relation to Cheltenham Transport Plan. The map of monitoring points is on our website <a href="#">here</a>:</p> <p>As part of the Boots Corner trial, both traffic flows and pollution levels are being monitored to understand the impacts, along with other performance measures such as pedestrian movements, cycling and bus patronage. All of this information will ultimately inform the decision by colleagues at GCC regarding the impact of the trial.</p> <p>We have started to produce a monthly report of data from gas mesh pods, alongside the annual nitrogen dioxide data. Specific monitoring points in St George's Street are shown on the map and the data currently available does not show an exceedance. If levels approach statutory limits in future, we will take the necessary steps to address the issue, as described below.</p> <p>We have commissioned a Detailed Assessment of local air quality, and anticipate the results will be received in Spring 2019. It is our intention to review the existing Air Quality Management Area (AQMA) based on this study, and the legislative process will be followed accordingly. This might result in the existing AQMA being amended and a new local Air Quality Action Plan would be produced to accompany this and to set out how the council and partners intend to reduce air pollution impacting on that area.</p> <p>We are also part of a countywide Air Quality &amp; Health Partnership facilitated by the County Council, which aims to deliver a consistent monitoring approach and behaviour change interventions across Gloucestershire.</p>

8. **MEMBER QUESTIONS**

<b>1.</b>	<b>Question from Councillor Paul Baker to Cabinet Member Clean and Green Environment, Councillor Chris Coleman</b>
	<p>Single use plastic is a significant issue for our town, for our world. As well as recycling as much as we can we must also reduce the amount of it being produced and sold in our town. I note a number of street traders in the town selling cheap single use plastic balloons and novelties, particularly at this time of year, but other times too. I would like to propose our licensing policy be changed to prohibit licences for such products in the future.</p>
	<b>Response from Cabinet Member</b>
	<p>The street trading policy is currently being reviewed and the use of single-use plastics will be addressed through this mechanism.</p> <p>For the avoidance of doubt however, many of the mobile traders referred to in the questions to Council are street pedlars, who are not licensed by the authority and do not therefore fall within its jurisdiction. Pedlars are licensed by police forces and to this extent the Council cannot impose any specific restrictions on them.</p> <p>Where a pedlar is operating otherwise than in accordance with the rules (e.g. they cannot be static for extended periods of time and must move from town to town etc.) the Council can act, as this may be considered to fall within the remit of street trading, which is the Council's responsibility.</p>
<b>2.</b>	<b>Question from Councillor Paul Baker to Cabinet Member Clean and Green Environment, Councillor Chris Coleman</b>
	<p>At the last Council meeting I asked the Cabinet member about the use of single use plastics both by the Borough and our partner organisations. I still await a response from those partner organisations.</p>
	<b>Response from Cabinet Member</b>
	<p>The Council and its partner organisations are working to reduce the use of single-use plastics.</p> <p>Ubico has confirmed that it, like the Council, is reducing the use of single-use plastics, including cups, cutlery, site notices etc. and is also considering action in relation to single-use plastics used as part of the service e.g. black plastic bags etc. Alternative options will be reviewed as soon as possible.</p> <p>Other partner organisations have been asked to report back to Members in the New Year on actions planned for 2019/20.</p> <p>In a supplementary question, Councillor Baker explained that he was happy with the progress made thus far on the plastic free Cheltenham initiative; he was, however, disappointed to see that plastic stirrers were still being used in the Members room and queried when this would be changed.</p> <p>The Cabinet member thanked Councillor Baker for his work and interest</p>

	<p>in the topic, he advised that they were currently using up existing stock and once this had been used they would be reviewing future purchases to find something that was more in line with the Council's aspirations.</p> <p>He explained that conversations had been had with Cheltenham Borough Homes who were also committed to reducing the use of single use plastics.</p>				
<b>3.</b>	<b>Question from Councillor Paul Baker to Cabinet Member Development and Safety, Councillor Andrew McKinlay</b>				
	<p>GCC have confirmed that the monies raised from fines issued for drivers ignoring the Boots Corner closure would be spent in Cheltenham. What has the money been spent on to date, what further proposals are there? Could some of it be used to restore the disgracefully rusted and tatty Victorian street lights in the town in roads like Keynsham Road?</p>				
	<b>Response from Cabinet Member</b>				
	<p>The Director of Environment has written to the lead commissioner at GCC, who has confirmed that there was a commitment by the GCC Cabinet lead, Cllr Nigel Moor in response to a question from Cllr Klara Sudbury, to use any income surplus from penalty charges at Boots' Corner to promote walking and cycling in Cheltenham. This was subsequently agreed at the GCC Cabinet on 12th September, 2018. See extract below:-</p> <table border="1" data-bbox="427 1064 1385 1310"> <tr> <td><b>12. Questioner's name: Cllr Klara Sudbury</b></td> <td><b>Respondent's name: Cllr Nigel Moor</b></td> </tr> <tr> <td>Are the profits from fines received by GCC from vehicles being driven illegally through Boots Corner being ring-fenced to be reinvested in Cheltenham? If not please can I ask that they are and also that the profits from such fines are used in Cheltenham to improve pavements and increase the number of cycle paths in our town; both of which positive and proactive measures are needed to enable more people to choose to walk and cycle safely (particularly those who are less mobile).</td> <td>Legislation requires that all parking remain within Highways and Transport purpose.  However in this specific instance agree this request.</td> </tr> </table> <p>GCC is currently working on developing the process for implementing this commitment, but has advised that given the considerable set-up costs for the scheme and the costs of administering appeals, any surplus remaining is hard to estimate at present. Until there is clarity on this, officers at GCC are understandably holding off committing to any works on schemes that could be funded from this source.</p> <p>There are many potential uses that could fit with the agreed funding criteria, but this is ultimately a matter for consideration by GCC.</p>	<b>12. Questioner's name: Cllr Klara Sudbury</b>	<b>Respondent's name: Cllr Nigel Moor</b>	Are the profits from fines received by GCC from vehicles being driven illegally through Boots Corner being ring-fenced to be reinvested in Cheltenham? If not please can I ask that they are and also that the profits from such fines are used in Cheltenham to improve pavements and increase the number of cycle paths in our town; both of which positive and proactive measures are needed to enable more people to choose to walk and cycle safely (particularly those who are less mobile).	Legislation requires that all parking remain within Highways and Transport purpose.  However in this specific instance agree this request.
<b>12. Questioner's name: Cllr Klara Sudbury</b>	<b>Respondent's name: Cllr Nigel Moor</b>				
Are the profits from fines received by GCC from vehicles being driven illegally through Boots Corner being ring-fenced to be reinvested in Cheltenham? If not please can I ask that they are and also that the profits from such fines are used in Cheltenham to improve pavements and increase the number of cycle paths in our town; both of which positive and proactive measures are needed to enable more people to choose to walk and cycle safely (particularly those who are less mobile).	Legislation requires that all parking remain within Highways and Transport purpose.  However in this specific instance agree this request.				
<b>4.</b>	<b>Question from Councillor Tim Harman to Cabinet Member Clean and Green Environment, Councillor Chris Coleman</b>				
	<p>Will the Cabinet Member update Council on the commissioning of the new crematorium and the situation with regard to capacity for cremations in Cheltenham?</p>				
	<b>Response from Cabinet Member</b>				
	<p>The project to deliver the new crematorium remains on time and on budget with anticipated completion in Spring 2019.</p>				

	<p>CBC does not have any statutory responsibility for ensuring sufficient cremation capacity within the locality, but has worked with funeral directors to help ensure that this should not be an issue.</p> <p>The Director of Environment has had discussions with the relevant commissioner at the Clinical Commissioning Group (CCG) in relation to mortuary capacity at hospitals, so they are aware of the Council's current position regarding cremations and are reviewing their own business continuity arrangements to identify adequate storage and cremation capacity for the winter peak period.</p>
<b>5.</b>	<b>Question from Councillor Tim Harman to Cabinet Member Clean and Green Environment, Councillor Chris Coleman</b>
	<p>The Bath Road "bring site " and I believe other sites suffered from massive overflows at the August Bank Holiday due to problems with the availability of drivers in the pre bank holiday period .</p> <p>Can the Cabinet Member confirm what steps he has taken in discussion with Ubico to avoid a recurrence over the forthcoming Christmas and New Year's holiday period which is always a time when these sites come under pressure?</p> <p>Will he consider increasing capacity on a temporary basis with additional skips targeted on particularly busy sites such as a Bath Road?</p>
	<b>Response from Cabinet Member</b>
	<p>No operational issues are anticipated with staffing in general, or the bring bank sites over the Christmas and New Year period, but Ubico will be monitoring this closely and taking any necessary action. The public are asked not to fly-tip recycling or other waste on the ground next to the bring banks.</p> <p>Unfortunately, the national situation regarding the availability of HGV drivers has not improved greatly since August. However, Ubico has and still is, training up its own drivers to improve service delivery. The use of agency staff has dramatically reduced as a consequence, thereby mitigating the risk of drivers choosing to go elsewhere, which was causing 'on the day' operational issues for Ubico, such as the difficulties with clearing the bring banks over the August bank holiday.</p> <p>In a supplementary question, Councillor Harman queried whether the Cabinet had considered installing additional skips on a temporary basis during peak periods.</p> <p>The Cabinet Member felt that Cheltenham's waste and recycling offer was strong and was satisfied that the depot had remained fully operational 7 days a week unlike other authorities. He did not see the requirement for additional skips, however, advised that this would be monitored over Christmas and New Year.</p>
<b>6.</b>	<b>Question from Councillor Tim Harman to Cabinet Member Clean and Green Environment, Councillor Chris Coleman</b>
	<p>Will the Cabinet Member outline any plans that the Council may have to introduce low emission vehicles into its fleet?</p> <p>Also will the Cabinet Member indicate if he can influence Ubico and Cheltenham Borough Homes to do the same?</p>

	<p><b>Response from Cabinet Member</b></p>
	<p>Environmental considerations always form part of the procurement process and the Council will look to reduce emissions further wherever possible, as part of any of its future procurement exercises.</p> <p>As an example, the Council’s car parking team is looking at the potential for using electric vehicles when it replaces its current vans and whether these might be sponsored by a local supplier, to show support for the authority’s air quality management strategy and more sustainable travel alternatives.</p> <p>As a commissioner of services, CBC will seek to influence decisions taken by partners to introduce low emission vehicles. Vehicles are procured every 5 years by CBH and as part of the procurement review, electric vehicles are being considered. At present, any savings on fuel are outweighed by the initial costs of the vehicles. However, given the advances in technology, the potential procurement of electric vehicles will continue to remain under consideration at the next review.</p> <p>Since the service change in October 2017, UBICO’s current refuse and recycling fleet operates more efficiently to minimise mileage and fuel consumption, helping to reduce emissions. This means that on each day of the week, all collections are made in one area of the borough, rather than having vehicles travelling across the whole town.</p> <p>UBICO vehicles are maintained to the highest standards to ensure engines are operating as efficiently as possible, therefore minimising emissions. Ubico operates a predominately Euro 6 compliant fleet; with the exception of those vehicles identified for replacement in the near future. The Euro 6 engine emits considerably less harmful gases than previous diesel engines, contributing to an improvement in air quality and complementing Ubico’s commitment.</p>
<p><b>7.</b></p>	<p><b>Question from Councillor Wilkinson to Cabinet Member Development and Safety, Councillor Andrew McKinlay</b></p>
	<p>Residents in Oakley will have noted that the next concert at the Cheltenham Town football ground is going to be by Craig David. The previous concert – the first hosted at the stadium - was by Steps and was considered a Tragedy by many local residents. Local people would like reassurance that there will be no re-rewind to that scenario of 10 hours of noise pollution. Can the Cabinet Member fill me in?</p>
	<p><b>Response from Cabinet Member</b></p>
	<p>Following complaints received from residents after the Steps concert in 2018, the council’s environmental health team will be offering guidance to the event organisers well in advance to control noise during the Craig David concert in May 2019 in accordance with national guidelines for such events.</p> <p>In a supplementary question, Councillor Wilkinson noted that this was an ongoing problem and queried whether it may be better for officers to actually attend site and monitor the noise levels.</p> <p>The Cabinet Member agreed to take the suggestion forward.</p>

<b>8.</b>	<b>Question from Councillor Wilkinson to Cabinet Member Development and Safety, Councillor Andrew McKinlay</b>
	<p>After lobbying by Councillor Klara Sudbury, Gloucestershire County Council has agreed to use revenue from fines levied on drivers going through Boots Corner for improvements to cycling and walking facilities. The longstanding ambition to extend the Honeybourne Line to Lansdown Road was recently postponed indefinitely after funding cuts to the Cheltenham station project. Will Cheltenham Borough Council ask the county council to contribute the fines money to this important scheme to improve sustainable transport links?</p>
	<p>I believe that O&amp;S committee was recently advised that whilst there were challenges to delivering the extension of the existing Honeybourne line to the Lansdown Bridge, that both CBC and GCC were collectively engaging with GWR and Network Rail to ensure that it happened. Should there be a financial challenge this would appear to be a suitable solution to ensure delivery and I will ask County colleagues to consider this.</p> <p>Councillor Wilkinson firstly wished to thank Councillor Sudbury for her lobbying to improve cycling and walking facilities across Cheltenham. He acknowledged that they were moving in the right direction with regards to extending the Honeybourne Line to Landsdown, however, he queried what more they could be doing to make the right representations to the County Council.</p> <p>The Cabinet Member explained that they were committed to pursuing it as a matter of urgency and encouraged Councillors to continue to make representations to the County Council.</p>
<b>9.</b>	<b>Question from Councillor Wilkinson to the Leader, Councillor Steve Jordan</b>
	<p>In January 2016 Cabinet endorsed the report of the walking and cycling scrutiny group, which included an endorsement of Cheltenham and Tewkesbury Cycle Campaign's wish list. During the scrutiny period, the group was advised that the most likely route to finding money for infrastructure works was via CIL. When is the CIL board being formed, who will sit on it and how can it be influenced to prioritise investment in cycling infrastructure?</p>
	<b>Response from Cabinet Member</b>
	<p>At full council on Monday 15 October 2018, Cheltenham Borough Council formally adopted a CIL charging schedule and set a commencement date for 1 January 2019. As part of this report (para 1.7.3 set out that "the governance arrangements to be put in place in relation to the expenditure of CIL income, retained by the Charging Authorities, will be considered by the JCS partners over the course of the first 6 months of the programme. These arrangements will be presented to Cabinet for decision". The detailed information as requested by Cllr Wilkinson is not yet available, but work is underway with One Legal and our partners Gloucester and Tewkesbury and a report on this will be considered by Cabinet in due course. Improving infrastructure for walking and cycling will be an important part of this discussion.</p>
<b>10.</b>	<b>Question from Councillor Stephen Cooke to Cabinet Member Clean and Green Environment, Councillor Chris Coleman</b>

	<p>Will the Cabinet Member responsible please review the provision of public toilets in Cheltenham including their number, maintenance, cleanliness and times of opening, and make these data available to members?</p> <p>What ongoing strategy is in place to provide sufficient public toilets of good quality for the use of residents and visitors to the town centre?</p>
<p><b>Response from Cabinet Member</b></p>	
	<p>As I have previously informed Members, in tandem with the project to install the changing places wc in Pittville park and one in a town centre location, a review of public toilet provision is underway.</p> <p>The review is looking at the investment required to council owned toilets and, as previously indicated will explore the potential to improve public access to facilities in commercial premises.</p> <p>Given the pressures on officers in delivering on major projects including the cemetery and crematorium, leisure @ and WW1 commemorative activities, the wc review has yet to be finalised.</p> <p>Once this is complete, it will be presented to the Asset Management Working Group for consideration ahead of Cabinet.</p> <p>In a supplementary question, Councillor Cooke queried whether the review would include input from the community and suggested the provision of public toilets should be reviewed annually.</p> <p>The Cabinet Member confirmed that they would be happy to take this recommendation forward.</p>
<p><b>11.</b></p>	<p><b>Question from Councillor Stephen Cooke to Cabinet Member Finance, Councillor Rowena Hay</b></p>
	<p>While the good intention underlying recent property investments by Cheltenham Borough Council is understood, why was a Freedom of Information request necessary for residents and tax payers to learn that £21million of their money was spent on the purchase of a supermarket site?</p>
	<p>I would like to thank Councillor Cooke for his question. It seems a nonsense that once a transaction has completed the purchase price cannot be made public. However as is often the case with commercial property transactions, the contract contained a confidentiality clause inhibiting the Council from disclosing information in respect of the transaction. This would have extended to the purchase price. This clause would have continued to bind the council after completion.</p> <p>The clause contained an exemption for information disclosed under a statutory obligation. Therefore whilst disclosing the information voluntarily would have been a breach of the contract by the Council, responding to a Freedom of Information request would not. The Council is obliged to disclose under a statutory obligation (which could include freedom of information and access to information) and this resulted in the release of the figure.</p> <p>The purchase price will ultimately become public information following</p>



<p>registration of the transaction at the Land Registry: however, it is likely to be some time before the Land Registry completes the registration.</p> <p>In future this council will not agree to be bound post completion by non disclosure clauses.</p> <p>In a supplementary question, Councillor Cooke queried whether Cheltenham Borough Council should find ways to generate income that is more in line with its core activities and expertise.</p> <p>The Cabinet Member explained that at the last Council meeting a considerable amount of money had been committed to building houses in Cheltenham. Due to Government regulations, the Council were not permitted to buy outside of the borough, and so they had been heavily investing within the borough to boost the local economy. She explained that no core services had been cut despite the £8 million cut in central government funding over the last 2 years due to the council's forward thinking. However, noted that with the removal of central government financial support next year, the council needed to investigate alternative ways to generate income and she welcomed suggestions from Members.</p>
--

**9. COUNCIL TAX PREMIUM ON EMPTY PROPERTIES**

The Cabinet Member Finance reminded Members that councils had discretionary powers to set the level of council tax discount on empty properties and CBC had already used its discretionary powers in respect of empty properties and second homes as detailed in appendix 2. She explained that in December 2017 the Council agreed to charge the 50% empty homes premium in respect of properties which had been empty and unfurnished for more than 2 years from April 2018. She reported that new legislation had now come in to force extending discretionary powers to increase the level of premium from April 2019. The rating allowed the following:

- From 1st April 2019 - 100% premium, 200% council tax liability, for properties which have been empty for 2 years or more
- From 1 April 2020 - 200% premium, 300% council tax liability, for those properties which have been empty for 5 years or more
- From 1 April 2021 300% premium, 400% council tax liability, for those properties which have been empty for 10 or more

The Cabinet Member informed that in October 2018, 119 properties in Cheltenham had been empty for more than 2 years and were subject to the premium. In October 2017 the number of properties which had been empty for more than 2 years was 80. She explained that based on the 119 properties and the council tax level for 2018/19, increasing the premium to 100% in 2019/20 would increase council tax income by approximately £12,000 for this Council. The Government had reported that nationally, where councils had been charging the premium consistently year on year, there had been a significant reduction in the number of homes being charged the premium. Whilst Cheltenham's scheme had been running for just nine months she informed Members that since April 2018 25 properties that were charged the premium had become occupied.

The Cabinet Member reported that two letters of representation had been received from investors at Honeybourne Gate and one from the managing agent requesting that in their particular circumstances consideration be given to exempting them from the scheme. She explained that whilst appreciating the particular investment difficulties these investors found themselves in, the potential reward needed to be considered against any risks and when considering these letters Cabinet believed it would be difficult to make an exception in this case. All Members of Council had received a copy of these letters and she requested that they should also give consideration to the requests.

The Cabinet Member noted that a certain level of empty homes was inevitable and was a feature of a healthy housing market, however properties which had been empty and unfurnished for 2 years or more were often subject to deterioration that could affect the fabric of the property and could cause damage to neighbouring homes. With increased pressure to find housing for people in need homeowners should be encouraged to bring long term empty homes into use to the benefit of all residents. Increasing the empty homes premium to the maximum allowed would therefore send a clear message to owners that it was not acceptable to keep properties empty for long periods.

Members discussed the proposal and the following points were raised and responses given:

The premium would apply to Cheltenham Borough Homes properties. There were currently 33 CBH properties which qualified as long term empty. The Cabinet Member Housing highlighted that this figure represented less than 10 % of the housing stock and most of them were uneconomic to repair and therefore let. CBH and CBC were however working hard on the regeneration of whole areas and this was considered a priority.

Whilst Members were sympathetic to the representations regarding Honeybourne Gate any investment had a risk and these properties were currently out of the reach of a significant number of people. It was therefore felt that no exemption should be granted.

The Cabinet Member clarified that flats above shops which were accessed separately would be subject to the premium.

Members wholly supported the proposals, it was important empty properties were brought back into use and the council should do the maximum it could to do this. Members felt that it was a scandal that any property was being deliberately left empty when there was significant housing need in the town. This proposal would send out the right message; it was not so much about income generation for the council but about bringing back into use empty properties.

### **RESOLVED (unanimously) THAT**

- 1. The Council Tax Empty Homes Premium be increased to 100% from 1st April 2019 in respect of properties which have been unoccupied and unfurnished for more than 2 years**

2. **From April 2020 the Premium for those properties which have been empty for 5 years or more be increased to 200%**
3. **From April 2021 the Premium for those properties which have been empty for 10 years or more be increased to 300%**

**10. LOCAL COUNCIL TAX SUPPORT SCHEME FOR 2019/20**

The Cabinet Member Finance introduced the report and explained that in April 2013 the council introduced its local council tax support scheme. She explained that council tax support for pensioners was not localised and continued to be provided for by a national scheme and in Cheltenham there were approximately 2,400 of pension age.

She explained that council tax support was given to around 6,000 households in Cheltenham at an annual cost of just under £6m. This included working and pension age claimants. Approximately 60% (3600) of those households were of working age. The cost of the council tax support scheme was met by this council and the precepting authorities.

The Cabinet Member reported that based on 2017/18 data, CBC was one of 37 councils out of 326 whose local council tax support scheme had not been amended to date to reflect reduced government funding.

The Cabinet Member then went on to explain that Cheltenham became a full Universal Credit area in January 2018. As the number receiving Universal Credit increased, the administration of calculating local council tax support entitlement became greater. This was because Universal Credit was reassessed on a monthly basis and any changes in income would mean that a different level of income needed to be taken into account for assessing council tax support. A change in the level of council tax support, however small, meant that a revised council tax bill needed to be issued. Issuing revised bills on a monthly basis was not sustainable for this authority or for those in receipt in managing their budgets.

The Cabinet Member informed Members that a consultation exercise on proposals for a revised council tax support scheme for 2019/20 was undertaken from 25 July until 9 September 2018 and was widely promoted. 130 people responded to the consultation which was considered a good response when compared to some other councils. Consultation was also undertaken with Gloucestershire County Council, Gloucestershire Police and the parish councils. The responses to the consultation had been analysed as outlined in appendix 3. Together with the income and household composition of the current council tax support caseload, these responses had been used to design the proposed scheme which was summarised in appendix 2.

The Cabinet Member explained that the income bands set the percentage discount to be awarded based on the level of household income. The overriding aim of the scheme was to:

- Protect the most vulnerable individuals and families by continuing to provide 100% support to those on the lowest income;
- Provide some financial support to low income individuals and families, based on their level of income;

- Minimise the number of changes to the amount of support awarded and therefore the amount of council tax payable due to monthly Universal Credit reassessments;
- Reduce the overall cost of the scheme to the taxpayer.

The scheme would be based on 5 income bands with the highest band providing support at 100% of the council tax liability, then reducing to 80%,60%,40% and 20% as household income increased.

Once the scheme was approved by Council the Revenues and Benefits team would notify all those claimants who would be affected by the change to make them aware that they would face an increase in council tax in 2019/20. When council tax bills were issued in March next year further letters would be sent with bills to explain payment options.

The Cabinet Member referred to the Equality Impact Assessment for the proposed scheme in appendix 4.This had been undertaken once the consultation had finished and analysed at which time the proposed scheme was designed.

The Cabinet Member Finance believed that adopting this scheme would reduce the support provided to some claimants, but would protect the most vulnerable. She proposed that there should be a hardship scheme to support those most affected and highlighted that a reduction awarded under this policy would be wholly discretionary and the only requirement would be that the Council must consider each case on its own individual merits. The full cost of awarding any reductions would be met by the General Fund. The Council must therefore balance the need of the individual council payers requiring support against the interests of the council tax payers generally. The Cabinet Member explained that arrangements had been made with Gloucestershire County Council for them to contribute to reductions awarded under this policy to those affected by the changes to the local council tax support scheme.

The Cabinet Member wished to highlight the following:

- Over two thirds of working age customers would see no change to their entitlement
- 100% protection would continue for the most vulnerable of customers with the lowest incomes
- Child benefit and child maintenance payments would not be taken account of in the calculation of household income
- Child minding fees of up to £175 per week for one child and up to £300 per week for two or more children were disregarded from a person's income (subject to further conditions)
- An additional disregard where a person has a disabled child or children had been introduced
- Personal Independence Payment and Disability Living Allowance was ignored for all members of the household
- No non dependant deductions where the claimant or partner were in receipt of Personal Independence Payment or Disability Living Allowance
- The Revenues & Benefits team would work closely with customers in the new year preparing them for the changes

- Customers would be invited to pay their council tax instalments over 12 months instead of the statutory 10
- A visiting officer would be made available for welfare visits on request
- There would be closer working and liaison with CBH where tenants were affected by the changes
- Provision of personal budgeting and support by CCP for the year 2019-20 to support customers through the transition
- Close monitoring of council tax accounts and identification of people struggling to pay who have been affected by changes
- A new Discretionary Hardship Relief policy to support those with extraordinary circumstances
- Less revision of awards and council tax instalments for Universal Credit recipients in receipt of CTS

Finally, the Cabinet Member wished to put on record her thanks to all those who had responded to the consultation and paid tribute to officers for the significant work they had undertaken.

Members made the following points:

Assistance for the most vulnerable, particularly those on universal credit was welcomed. Concern was expressed in view of the no child left behind agenda where children were in working households who were not necessarily eligible for benefits. It was requested that officers provided advice and support where this was being brought to their attention so that no child would be disadvantaged as action hadn't been taken. It was important that there was cross portfolio working to ensure the council supported the most vulnerable. The Cabinet Member Finance explained that this issue had been raised with officers. It was not possible to allocate the hardship fund specifically to those mentioned due to the awareness that a number of people were affected. However, she committed to ensure that the no child left behind agenda was at the fore as decisions were taken going forward.

Members welcomed the fact that to date CBC had retained the level of council tax support within a reasonably progressive set of scheme rules. Whilst recognising that the changes were small they could be significant to those individuals in need who were the most vulnerable.

Reference was made to feedback during the consultation regarding the equality impact assessment. The Cabinet Member Finance explained that this was carried out at the stage the proposed scheme was designed, i.e. subsequent to the analysis of the results of the consultation.

In response to a question as to whether this constituted a family friendly policy the Cabinet Member explained that the council had done all it could to mitigate the effects of universal credit. This represented a logical time to make changes.

### **RESOLVED (unanimously) THAT**

- 1. the Local Council Tax Support Scheme for working age customers for 2019/20 in Appendix 2 be approved, in accordance with section 13A(2) of the Local Government Finance Act 1992**

2. **the Discretionary Hardship Relief Scheme in Appendix 5 be approved, in accordance with Section 13A(1)(c) of the Local Government Finance Act 1992**
3. **Decisions relating to the application of Section 13A(1)(c) Hardship Relief Scheme awards be delegated to the Head of Revenues and Benefits. In the case of a dispute a reconsideration is to be made by the Executive Director Finance and Assets in consultation with the Cabinet Member Finance**

**11. TREASURY MID-TERM REPORT 2018/19**

The Cabinet Member Finance introduced the report and explained that treasury had changed immensely over the last few years with movement away from deposits in high street banks and diversifying treasury management into new areas.

The Council's treasury management strategy for 2018/19 was approved in February this year. Key to the strategy was the successful identification, monitoring and control of risk. She reported that CIPFA published new versions of the Prudential Code for Capital Finance in Local Authorities and the Treasury Management Code of Practice but had yet to publish the local authority specific Guidance Notes to the latter. The Ministry for Housing Communities and Local Government published its revised Investment Guidance which came into effect from April 2018.

The Cabinet Member explained that the updated Prudential Code included a new requirement for local authorities to provide a Capital Strategy, which was to be a summary document to be approved by full council covering capital expenditure and financing, treasury management and non-treasury investments. This capital strategy would be submitted to council for approval in February 2019.

The Cabinet Member then summarized the economic update for the first six months provided by the council's treasury advisors and which was outlined in the report.

The following other points were highlighted:

- The treasury management summary position from April to September showed that the council had net borrowings of £53.569 arising from its revenue and capital income and expenditure.
- The councils strategy to fund a number of capital asset purchases had been the use of temporary borrowing and then take long term borrowing from the Public Works Loan Board. At the back end of September the Council took out 38 Maturity loans with the PWLB for £43.083m to fund the purchase of several commercial properties within the Borough. The loans were taken out over 3yrs to 40yrs with the average rate of 2.57%. This had saved £940k in interest over the life of the borrowing when compared to the original business cases.
- During the six month period the council's investment balance ranged between £16.625m and £65.234m due to timing differences between income and expenditure.
- In February this year the Investment income for 2018/19 was budgeted to be £328,200. The average cash balances representing the council's

reserves and working balances, was £25.154m during the period this report covers. It anticipated an investment outturn of £477,700 at a rate of return of 2.03% for this financial year. Estimated surplus for investment income was £149.5k for the financial year.

- Net loans and investments were estimated to be £593,500 over the original budget but after aligning budgets with the business cases for the commercial properties purchased the estimated year end will come in on budget.

Finally, the Cabinet Member wished to thank all officers who worked tirelessly to ensure that the council achieved the best possible from its investments and borrowings.

Members also wished to congratulate the Cabinet member and officers for proactively managing the balanced treasury portfolio. CBC set an example to other authorities by investing in the town.

In response to whether the Cabinet Member could comment on the council's investment in some aggressive property funds and the risks associated with this the Cabinet Member replied that whilst the council was risk aware it was not risk averse. The Treasury Management Panel had an important role to play in challenging how the council was managing the risk.

### **RESOLVED (unanimously) THAT**

**the contents of the summary report of the treasury management activity during the first six months of 2018/19 be noted.**

## **12. NOTICES OF MOTION**

### **Motion A**

**Proposed by: Councillor Clucas, seconded by: Councillor Barrell**

*That this Council being mindful of the findings presented in the 2018 children's needs assessment report, resolves to support a year of action, called No Child Left Behind that will:*

- *Highlight the issue of children growing up in poverty in Cheltenham and the inequality between them and their more affluent peers,*
- *Start to address the inequality gap beginning with 12 month programme of events and activities*
- *Be a call to action for all sectors to work together to make transformational change over the longer-term to fight child poverty and create new mechanisms for ensuring that every Cheltenham child thrives.*
- *Set up a CWG to examine the potential for change and to invite Children's Champions to be members'*

*That councillors consider nominating themselves to be Children's Champions to support the council in the delivery of the No Child Left Behind programme.*

*The council invite other organisations to formally commit to supporting the No Child Left Behind programme"*

As proposer of the motion, Councillor Clucas gave a brief overview of the issue. She advised that, as colleagues were aware from the recent Members seminar an assessment focussing on the needs of children in Cheltenham had been conducted. This had identified a number of serious concerns for children living in Cheltenham and so Cheltenham Borough Council and its partners had committed to a year of action, called No Child Left Behind. The initiative aimed to highlight the issue of children growing up in poverty in Cheltenham and the inequality between them and their more affluent peers, start to address the inequality gap and be a call to action for all sectors to work together to make a transformational change over the longer-term. The results of the assessment had identified a number of children who lacked access to adequate food, issues of safety and the inability to afford period products. She explained that they would be working with partner organisations including Gloucestershire County Council, public health and local schools to make a real difference to local children. She felt that all Councillors had a responsibility to residents in their wards and invited them to be part of the initiative. She also encouraged all Members to put themselves forward for the Cabinet Member Working Group which they hoped to be cross party.

Councillor Barrel seconding the motion explained that their aspirations were for every child in Cheltenham to thrive as the needs assessment had identified considerable areas of concern. She advised that it would be a 12 month programme of events and activities aimed at making a real difference to local children. She acknowledged that poverty was wider than just money and they needed to look at other factors such as stress as a result of exam pressures and the prevalence of social media, which could act as a platform for bullying and abuse. She cited issues of crime, drugs and self harming, noting that in a recent study 22% of girls and 9% boys admitted to self harming in the past year. She explained that the issues were across the board not just in the normally deprived areas. She stated that they needed Councillors from all parties to nominate themselves as children's champions to support the council in the delivery of the No Child Left Behind programme.

Members from all parties were fully supportive of the motion and were saddened by the results of the needs assessment. They agreed that in the 21<sup>st</sup> Century, social media and the mental health impacts were a great concern, they also found the number of children requiring free school meals alarming and felt strongly that the gap in achievement between genders needed addressing. Members were startled by the inequality across the borough and stressed the importance of analysing the local data as pockets of deprivation could often be masked. Some Members agreed to engage with businesses in their wards to support the programme and offer opportunities for funding and also engage with local schools. The importance of engaging with local sports clubs and organisations was also noted. One Member was extremely supportive of the campaign given that it was in line with the United Nations Sustainable Development Goals, a call for a action by all countries to eradicate poverty. Members were further alarmed by the high exclusion and non attendance rates at schools and acknowledged that whilst schools were doing everything in their power to reduce this a lot of it was outside their control and was as a result of issues at home. Members noted that whilst central Government had a key role to play, Cheltenham could take a lead.



One Member confirmed that Gloucestershire County Councillors were also fully supportive of the No Child Left Behind programme and advised that the County were running a scheme whereby organisations were being invited to apply for grants for 2018-19 to invest in community initiatives which can alleviate the impact of period poverty. They reported that the applications were open until 31<sup>st</sup> December and were keen that Cheltenham benefitted from the scheme. It was requested that the information on the scheme be circulated to all Members.

In response to a Members query about the practical steps being taken to help those in poverty, the Cabinet Member explained that the year of action involved a monthly plan of events, they advised that Richard Gibson's team had all the information regarding the programme should Members wish to find out more.

In summary, Councillor Clucas reiterated that they wanted to make a real difference to the lives of vulnerable children. She thanked Richard Gibson and his team for the enormous amount of work they had put into the programme. She explained that the programme would begin with the child poverty summit in January which would bring together all the organisations responsible for the care of children, inviting them to get on board with the programme. Other planned activities included educating children and families in how to grow their own food, engaging with sports clubs and offering career advice to children. She noted that there was also a real issue with children spending long periods of time on their phones and iPads and so the programme would also look to hold organisations such as Facebook accountable. She thanked everybody for their cross party support and reiterated the importance of raising issues within their wards.

Upon a vote the motion was CARRIED unanimously.

**Motion B**

**Proposed by: Councillor Clucas, Seconded by: Councillor Stafford**

*Council congratulates all those who were involved in the unique projection that was created for the centenary of the Armistice in 1918. Tens of thousands of views of the projection on the internet demonstrate how popular it was.*

*Therefore, Council requests officers to look at developing Cheltenham as the UK's first City of Light, through which Cheltenham's amazing architecture might be utilised in storytelling and action in light, sound and music, for specific periods or weeks through the year.'*

As proposer of the motion Councillor Clucas referred to the more than 100k who had seen the projection which illustrated what the council could achieve and how it could reach out. She wished to request officers to talk to colleagues at the Festivals, the Everyman and the Cheltenham Trust to come together and create a City of Light to enhance the Cheltenham offer and spread this beyond the town. This would provide opportunities for people, particularly students at the university. She wished to thank officers, the Everyman, Evenlode Productions, the Cheltenham BID and council officers for their valued involvement in the event.

Members made the following comments:

- The WW1 projection made Cheltenham proud, it was an accessible and inclusive free offer and was a fitting tribute to those who had made the ultimate sacrifice.
- It was suggested that a feasibility study be undertaken to investigate the possibility of putting on similar events at various times throughout the year. It would be an excellent opportunity to draw in local talent, including students and to involve them in working on a high end project which would have significant marketing potential. Reaching out to schools was also key and involving the whole community in reinforcing Cheltenham as a place of culture.
- Accessibility was key.
- There was potential for synergy with other things in the town and specific reference was made to the lighting up of the GCHQ building
- The use of LEDS meant energy efficiency. There were opportunities for CBC to work with the Cheltenham BID on using downlighting rather than A boards on pavements.
- A Member pointed out that the town had a range of prominent buildings, not just public estate and not everyone would necessarily embrace the proposal.
- A Member referred to the potential for a dark skies reserve within the Cotswolds AONB to minimise light pollution and to inform children of the wonders of the universe. He questioned whether a City of Light would be compatible with this.
- It was noted that the town had a high degree of Grade 2 listed buildings and some had expressed concern that there would be issues with lighting such buildings up. This concern was questioned since the national monument commission, under the auspices of English Heritage allowed such buildings to be lit up.

Councillor Clucas welcomed the feedback from Members and the opportunity to explore further. Working with partners, including the BID would be key.

Upon a vote the motion was CARRIED unanimously.

### **Motion C**

**Proposed by: Councillor Willingham, Seconded by: Councillor Baker**

*This Council is concerned about the safety and well-being of our front-line, public-facing staff. Our staff who perform public-facing roles, including enforcement activities, should be able to work without being assaulted, threatened or given verbal abuse; and the Council should ensure that if threats or acts of aggression or violence are made against our staff, this should not be without consequence for the aggressor; the Council should ensure that measures and processes are in place to deter, and quickly resolve, vexatious complaints made against staff to cause them extra stress and prevent them performing their roles. Council notes that modern technology such as body-worn cameras and digital recording of communications can provide an independently verifiable witness of interactions, but that there can be privacy and other concerns about the unregulated deployment of such technology. Council believes that such technology would be beneficial to our employees, and*

- 1) *Urges Cabinet to investigate the costs and practicalities of equipping officers with such devices and training them on their use.*
- 2) *Urges Cabinet to engage with affected staff, both directly and by consulting with the Trades Union representatives to ensure that such provisions meet our staffs' needs.*
- 3) *Notes that Overview and Scrutiny Committee may wish to consider these proposals in more detail, to ensure that all of the issues are captured and the correct policy is implemented.*
- 4) *Notes that Audit Committee may wish to consider these proposals in more detail, to ensure that the correct processes, governance, legal and privacy frameworks are in place.*

As proposer of the motion, Councillor Willingham gave a brief overview of the issue. He felt that as the staff were one of the greatest assets to the organisation they had a duty to protect them, particularly from vexatious complaints which could cause a great deal of unnecessary stress to employees. He explained that body cameras would ensure they effectively had an independent witness to any interactions. Similar measures had been adopted in London and evidence had suggested that this had reduced the number of vexatious complaints. He acknowledged that there were practical and regulatory considerations, such as ensuring that the operation was GDPR compliant. He urged Cabinet to investigate equipping officers with such devices and also engage directly with staff and consult with the Trades Union representatives.

Councillor Baker seconding the motion, reiterated Councillor Willingham's comments, agreeing that staff often worked in extremely difficult, confrontational circumstances and that they would benefit from such devices. He urged Cabinet to progress the matter further.

Some Members felt that the issue went deeper than staff protection and felt that careful consideration needed to be given to the practical implications they, however, felt confident that the necessary safeguarding measures would be considered. Other Members agreed that as long as all the necessary policies and processes were in place it could save officers a lot of time, energy and money dealing with vexatious complaints and could ultimately diffuse situations. Members agreed that the proposals should be considered by O&S before being brought before the Audit committee to ensure the correct processes, governance, legal and privacy frameworks were in place. One Member had reservations about proposals 3 & 4 and felt that it was important members of the public were able to make complaints, particularly as the council was not an independent body. They were, however, happy to support proposals 1 and 2.

One Member suggested that in addition to such devices, additional CCTV around the town, particularly by the taxi ranks would be beneficial. The Cabinet Member advised that at the Cabinet meeting on the 4th December, they had agreed the town centre security strategy which included provisions to upgrade of the town's public realm CCTV infrastructure. He further explained that an integrated approach to tackling anti-social behaviour and environmental crime within the town centre was being taken.

In summary, Councillor Willingham explained that it was not a case of taking away peoples ability to make a genuine complaint but reduce the number of

vexatious complaints. He agreed that it was imperative all of the necessary policies and procedures were in place but felt that carrying the motion would send out a strong message to both staff and residents.

Upon a vote the motion was CARRIED unanimously.

**13. ANY OTHER ITEM THE MAYOR DETERMINES AS URGENT AND WHICH REQUIRES A DECISION**

There were none.

Bernard Fisher  
**Chairman**

### Cheltenham Borough Council Council – 21 January 2019 Petition to re-open Boots Corner

<b>Accountable member</b>	<b>Cabinet Member Development and Safety, Councillor Andrew McKinlay</b>
<b>Accountable officer</b>	<b>Managing Director Place and Economic Development, Tim Atkins</b>
<b>Ward(s) affected</b>	<b>All</b>
<b>Significant Decision</b>	<b>Yes</b>
<b>Executive summary</b>	<p>The following petition was received by Council on 10 December 2018.</p> <p>“We the undersigned call on Cheltenham Borough Council to re-open Boots Corner at the earliest opportunity.”</p> <p>As the petition had in excess of 750 signatures it is entitled to a debate at Council.</p>
<b>Recommendations</b>	<p><b>a) To consider the petition in line with the Council’s petition scheme.</b></p> <p><b>b) To take no further action on the petition, given the report and recommendations set out in the next item on the Council agenda titled ‘Cheltenham Transport Plan’ which provides the case for extending the trial closure with mitigations to address issues and concerns raised.</b></p>

<b>Financial implications</b>	None arising from this report.
<b>Legal implications</b>	<p>The petition will be debated at Council in accordance with the Council’s Petition Scheme. The petition will be considered in accordance with the Council Procedure Rules varied in so far as necessary to comply with the attached Process.</p> <p>Contact officer: Peter Lewis, One Legal <a href="mailto:peter.lewis@teWKesbury.gov.uk">peter.lewis@teWKesbury.gov.uk</a> Tel:01684 272012</p>
<b>HR implications (including learning and organisational development)</b>	None applicable
<b>Key risks</b>	No risks identified at this stage until Council decides what action to take on the petition.

<b>Corporate and community plan Implications</b>	The delivery of the CTP stage 4 and closure of Boots Corner to general traffic is a priority set out in the Council's Corporate Plan.
<b>Environmental and climate change implications</b>	An objective of the Local Sustainable Transport Fund is to encourage modal shift to more sustainable forms of transport (walking, cycling & public transport) thereby contributing to national targets to reduce carbon emissions.
<b>Property/Asset Implications</b>	None Applicable

## 1. Background to the Petition Scheme

- 1.1** The Council's Petition Scheme is designed to ensure that the public have easy access to information about how to petition their local authority and they will know what to expect from their local authority in response. Included within the Scheme is the requirement to have a full Council debate should a petition be received with 750 signatures.
- 1.2** The Scheme recognises that the issue may be referred to another part of the authority where the matter is not one reserved for Council. The purpose of the requirement for Council debate, therefore, is not to ensure that the final decision relating to the petition issue is made at that Council meeting but to increase the transparency of the decision making process, ensuring that debates on significant petitions are publicised with sufficient notice to enable the petition organiser and public to attend. It also ensures that local people know that their views have been listened to and they have the opportunity to hear their local representative debate their concerns. The outcome of debates will depend on the subject matter of the petition.

## 2. The Petition

- 2.1** The Council received a petition at its meeting on Monday 10 December 2018. The wording of the petition is set out in the Executive Summary of this report.
- 2.2** Councillor Tim Harman was nominated as the petition organiser.
- 2.3** The Council is therefore required to debate the petition for a maximum of 15 minutes in accordance with the Petitions Scheme approved by Council on the 13 May 2010. A process for dealing with a petition was produced by officers and is attached as Appendix 1 as a process to be followed for the debate at this meeting. The debate should conclude with one or more decisions taken pursuant to the Petition Scheme as follows:
- Taking the action requested in the petition (provided the matter is reserved to full Council for decision);
  - Referring the matter to Cabinet or an Appropriate Cabinet Member or Committee (including Overview and Scrutiny) for further consideration;
  - Holding an inquiry into the matter;
  - Undertaking research into the matter;
  - Holding a public meeting;
  - Holding a consultation;
  - Holding a meeting with petitioners;
  - Calling a referendum;
  - Writing to the petition organiser setting out our views about the request in the petition;
  - Taking no further action on the matter.

### **3. Officer Comments**

- 3.1** The Cheltenham Transport Plan (CTP) as it has become known was initially generated from the Civic Pride programme which had cross-party support to regenerate the town centre, with a particular focus on reducing the impact of the inner ring road and regenerate specific sites. The ability to deliver the road network changes occurred when GCC with support from CBC won a Local Sustainable Transport Fund bid in 2011 which provided the funding both for network changes but also softer measures around encouraging alternative travel options, often referred to as “modal shift”. Delivery of the scheme is also an objective of the GCC Local Transport Plan, as its delivery supports many of the wider targets such as promoting cycling.
- 3.2** The implementation of phase 4 of the CTP is listed in the CBC interim corporate strategy action plan, approved by this council on 26th March 2018 with an action to monitor the impact. This strategy was recorded as adopted unanimously, and with colleagues at GCC, CBC has been monitoring the scheme as agreed.
- 3.3** The scheme also responds to emerging advice such as that released by the National Institute for Health and Care Excellence promoting walking and cycling over private motor vehicles and the Future High Streets Fund which again supports improvements to transport access, traffic flow and circulation.
- 3.4** As GCC are the Highways Authority, all interventions require their support, so having modelled and considered the options and taken the plans through a public Traffic Regulation Order Committee meeting, GCC decided that a phased intervention would be most appropriate.
- 3.5** Early phases including changes on Albion Street and Imperial Square were permanent whilst the Boots Corner phase was to be trialled. Each permanent phase has been subjected to traffic analysis set against baseline data from 2015, and subsequent years, and that analysis was recently presented to CBC Overview & Scrutiny Committee, demonstrating how decisions to progress were made after each phase.
- 3.6** The Boots Corner phase is based upon an experimental traffic order as determined by GCC cabinet; this can run for up to 18 months.
- 3.7** An update report is being considered at this council meeting as the next item on the agenda which provides a detailed update on the CTP. This includes details (included in the appendices) of the issues raised during the initial phase of the trial. It is important that Members refer to this report in considering this petition.
- 3.8** GCC have been running a formal consultation exercise alongside the trial, as well as collecting traffic data as before. In addition, CBC has continued its regular monitoring of environmental data, and in response to concerns installed additional monitoring points, although in line with DEFRA requirements these require trend not spot data to inform any analysis and decision making. CBC working in collaboration with GCC has also been collecting wider impact data upon modal shift with measures including footfall movements, cycling movements and bus patronage.
- 3.9** The consultation responses are covered in the GCC briefing note set out in the next item, but are summarised below:
- Blue badge holders;

- Concerns from Clarence Street / Clarence Parade traders;
- Concerns relating to the signage;
- Concerns/comments on traffic increases on other routes around the town and increases in journey time. Streets mentioned include St. George's Street and Rodney Road.

**3.10** GCC with CBC have been liaising with various groups. The proposed steps to be taken are covered in the GCC briefing note set out in Appendix 3 of the next item and will be considered by Council Members.

**3.11** Whilst change is not always welcome, the performance of the High Street (Town Centre) remains both a target for government (October 2018 announcement of £675m Future High Street Fund) and for this Council.

**3.12** The delivery of the Cheltenham Transport Plan aligns with central government policy on the challenges facing town centres, including the Future High Streets Fund; GCC Local Transport Plan and wider government initiatives such as the DfT Cycle & Walking Investment Strategy 2017.

#### **4. Reasons for Recommendations**

**4.1** As the substantive issues relating to this petition are to be further debated at the next item on the agenda, supported by detailed information and proposed mitigations to be applied in an extension of the trial closure, it is therefore recommended that the option of 'no further action be taken'.

<b>Report author</b>	<b>Contact officer: <a href="mailto:Tim.Atkins@cheltenham.gov.uk">Tim.Atkins@cheltenham.gov.uk</a>, Tel: 01242 264103</b>
<b>Appendices</b>	<ol style="list-style-type: none"><li>1. Process for dealing with petitions at Council</li><li>2. Risk assessment</li></ol>
<b>Background information</b>	<ol style="list-style-type: none"><li>1. Council's petition scheme – report to Council 13 May 2010</li></ol>



## **Process for dealing with petitions at Council**

The following is the recommended process to be followed for the debate of a petition at the Council meeting in accordance with the Council's Petition Scheme. The Council Procedure Rules shall be suspended in so far as necessary to facilitate this process.

### **1. The Mayor will remind members of the procedure to be followed**

### **2. Statement by the petition organiser**

The Mayor will invite the petitioner organiser or their representative to come to the microphone and speak for up to 5 minutes on the petition.

There will be no questions and the petition organiser/their representative will take no further part in the proceedings.

### **3. Clarification on the background information in the officer's report**

Members will be invited to ask any questions for clarification as to the facts in the officer's report.

### **4. Statement by the relevant Cabinet Member**

The Cabinet Member whose portfolio is most relevant to the petition will be invited by the Mayor to speak for a maximum of 5 minutes on the subject of the petition. They may wish to refer to the background report from officers circulated with the papers for the meeting.

They may also wish to propose a motion at this point; if so, the motion must be seconded.

### **5. Debate by Members**

Where a Member has proposed a motion (which is seconded), the usual Rules of Debate (Rule 13) will apply.

If there is no motion, the Mayor will invite any member who wishes to speak on the petition to address Council for up to a maximum of 3 minutes.

When the 15 minutes set aside for the debate (as laid down in the Council's Petition Scheme) is up, the Mayor may decide to extend the time allowed for the debate but will bring it to a close when they feel sufficient time has been allowed.

### **6. Conclusion of Debate**

The debate should conclude with one or more decisions taken pursuant to the Petition Scheme as follows:

- Taking the action requested in the petition (provided the matter is reserved to full council for decision);
- Referring the matter to Cabinet or an Appropriate Cabinet Member or Committee (including Overview and Scrutiny) for further consideration;
- Holding an inquiry into the matter;
- Undertaking research into the matter;
- Holding a public meeting;
- Holding a consultation;
- Holding a meeting with petitioners;
- Calling a referendum;
- Writing to the petition organiser setting out our views about the request in the petition;
- Taking no further action on the matter.

The risk				Original risk score (impact x likelihood)			Managing risk				
Risk ref.	Risk description	Risk Owner	Date raised	Impact 1-5	Likelihood 1-6	Score	Control	Action	Deadline	Responsible officer	Transferred to risk register
	See key risk section										

**Explanatory notes**

**Impact** – an assessment of the impact if the risk occurs on a scale of 1-5 (1 being least impact and 5 being major or critical)

**Likelihood** – how likely is it that the risk will occur on a scale of 1-6  
 (1 being almost impossible, 2 is very low, 3 is low, 4 significant, 5 high and 6 a very high probability)

**Control** - Either: Reduce / Accept / Transfer to 3rd party / Close

**Cheltenham Borough Council  
Council – 21<sup>st</sup> January 2019  
Cabinet - 22<sup>nd</sup> January 2019  
Cheltenham Transport Plan – Update Report**

<b>Accountable member</b>	<b>Councillor Andrew McKinlay – Cabinet Member Development &amp; Safety</b>
<b>Accountable officer</b>	<b>Tim Atkins – Managing Director (Place &amp; Growth)</b>
<b>Ward(s) affected</b>	<b>All</b>
<b>Key/Significant Decision</b>	<b>Significant Council – Key Cabinet</b>
<b>Executive Summary</b>	<ul style="list-style-type: none"> <li>• Phase 4 of the Cheltenham Transport Plan (CTP) has been in place since 28<sup>th</sup> June 2018, following the successful implementation of the proceeding phases.</li> <li>• The CTP is delivering central government and (GCC) as transport authority policy, and also aligns with CBC’s corporate strategy as approved on 26<sup>th</sup> March 2018.</li> <li>• This report draws on the evidence from two technical appendices dealing with highway and environmental / economic matters. These highlight that the trial is having an overall positive impact and is successfully achieving objectives relating to modal shift, reduction in traffic, increased footfall and connectivity in the town centre and in particular assisting to strengthen Cheltenham’s ‘High Street’ offer. Issues relating to air quality based on monitoring to date are broadly neutral.</li> <li>• The report of the County Council’s cabinet member sets out the details of issues relating to the trial relating to transport and highway matters. It highlights issues that have arisen during the trial and proposes the trial period be extended along with the introduction of a number of mitigations.</li> <li>• It recommends that council notes and supports the findings of those reports and that Cabinet formally agree to the continuation of the trial with the proposed mitigations.</li> </ul>
<b>Recommendations</b>	<p><b>1. Council is recommended to:</b></p> <p><b>a) Note and support the positive economic and environmental impact of the CTP set out in Appendix 2;</b></p> <p><b>b) Note the Gloucestershire County Council Lead Cabinet Member Briefing findings and recommendations (Appendix</b></p>

c) to extend the CTP trial for a further period with mitigation measures; and

d) Recommend that Cabinet agrees to the extension of the CTP trial.

2. Cabinet is recommended to:

a) Note the decisions of Council set out in 1(a), (b) and (c) above; and

b) Agree to the extension of the CTP trial; and

c) Authorise the Managing Director Place & Growth in consultation with the Cabinet Member of Development and Safety to work with GCC to facilitate the extension of the CTP trial.

<b>Financial implications</b>	Any long term public realm changes associated with mitigation measures may require a CBC financial contribution, in line with the existing CBC / GCC funding arrangement related to the project.  <b>Contact officer: paul.jones@cheltenham.gov.uk, 01242</b>
<b>Legal implications</b>	None specific in respect of the report recommendations. The County Council holds the statutory powers and responsibilities in respect of traffic regulation.  <b>Contact officer: peter.lewis@teWKesbury.gov.uk, 01242 01684 272012</b>
<b>HR implications (including learning and organisational development)</b>	None relevant to this report
<b>Key risks</b>	The key risks are set out in the risk matrix below.
<b>Corporate and community plan Implications</b>	The delivery of the CTP stage 4 and closure of Boots Corner to general traffic is a priority set out in the Council's Corporate Plan.
<b>Environmental and climate change implications</b>	An objective of the Local Sustainable Transport Fund is to encourage modal shift to more sustainable forms of transport (walking, cycling & public transport) thereby contributing to national targets to reduce carbon emissions.
<b>Property/Asset Implications</b>	None applicable  <b>Contact officer: Dominic.stead@cheltenham.gov.uk</b>

## 1. Background

- 1.1 Phase 4 of the CTP has been in place since 28th June 2018, following the successful implementation of the proceeding phases.
- 1.2 The CTP is delivering central government and (GCC) as transport authority policy, and also aligns with CBC's corporate strategy as approved on 26th March 2018.

## 2. Update

- 2.1 GCC as the transport authority are recommending that CBC agree to extend the trial to allow for amendments and mitigation following consultation feedback and traffic monitoring analysis.
- 2.2 CBC have also considered the wider economic and environmental impacts given that the initial funding for the local sustainable transport fund was secured on the basis of reducing severance on the High Street and delivering regeneration benefits.
- 2.3 Detailed analysis has been undertaken and set out in the two technical reports provided in the appendices. The key issues / headlines arising from these are as follows:
  - In comparison to the 2015 pre-CTP traffic flows, CTP phase 4 has had a limited effect on the overall network to date, with survey sites showing increases broadly in line with expected levels of background traffic growth (circa 5-10%) or reductions in traffic since 2015. Four sites show larger (> 20%) increase.
  - These traffic impacts and wider concerns have been identified through both traffic monitoring and consultation feedback. Specific issues raised:
    - Concerns from blue badge holders; additional spaces were implemented pre-trial in the town centre and GCC plan to install further dedicated blue badge spaces as part of an amendment package.
    - Clarence Street/Clarence Parade traders have expressed concern over access; following meetings options for a revised access strategy in this area are being developed by GCC.
    - Concerns over signage; whilst all signage fully followed Department for Transport requirements it was felt prudent to reinforce the message for several weeks from late August, and the proposed revisions to the Clarence Street/Clarence Parade area will also allow an opportunity to reinforce the signage.
    - Concerns over increased traffic flows in Rodney Road; GCC plan to investigate traffic calming measures as a way to make the route less attractive.
  - GCC also note that they have completed a separate review of traffic signals on the A4019 corridor and have secured a commitment within the capital programme to make improvements along that corridor.
  - The economic measures as identified through the local sustainable transport fund bid and accompanying Treasury Green Book analysis predicted growth in employment, having recognised deadweight factors i.e.: output that would occur without the interventions. The number of anticipated jobs was 594 but the actual is circa 750.
  - Wider impacts such as modal shift (i.e. people changing their transport method away from private motor vehicles) are clearly positive with growth in Cheltenham bus passenger usage (against a national downward trend), increased footfall and cycle use at Boots Corner; all on the back of a circa 85% reduction in traffic at Boots Corner.

- Additional pollution monitoring continues but to date, levels remain below EU and national trigger levels with the exception of Poole Way, a pre-existing hotspot. Overall the impact in relation to air quality remains broadly neutral.
- Although there have been some negative impacts and concerns raised, which will be the subject of mitigation measures. The overall impact set out in the environmental and economic case is positive, with the town centre performing well despite the challenging retail environment.

**2.4** Not continuing with the trial would put this Council and GCC at variance with government and local transport authority policy, risk undermining positive gains in modal shift and potentially inhibit the performance of the town centre.

**3. Reasons for Recommendations**

**3.1** To deliver CBC corporate strategy, which itself is aligned to government and local transport authority policy and to support the economic performance of the town centre, in particular, the health of Cheltenham’s High Street.

**4. Alternative Options Considered**

**4.1** Not continuing with the CTP trial, but this will put CBC / GCC at variance with government policy, undermine positive gains in modal shift and threaten a reduction in footfall which in turn would damage the performance of the High Street.

**5. Consultation and Feedback**

**5.1** As set out in the GCC Lead Members Briefing document.

<b>Report author</b>	<b>Contact officer: <a href="mailto:Jeremy.williamson@cheltenham.gov.uk">Jeremy.williamson@cheltenham.gov.uk</a> <b>01242 264104</b></b>
<b>Appendices</b>	1. Risk Assessment 2. The Economic and Environmental Case 3. GCC Lead Cabinet Member Briefing
<b>Background information</b>	See appendices

The risk				Original risk score (impact x likelihood)			Managing risk				
Risk ref.	Risk description	Risk Owner	Date raised	Impact 1-5	Likelihood 1-6	Score	Control	Action	Deadline	Responsible officer	Transferred to risk register
	If the trial were to be abandoned prior to exploration of options and mitigation, then the positive gains in modal shift could be lost, along with a reduction in footfall which would impact upon the performance of the town centre			4	3	12	Reduce	Work with GCC on options and mitigation to respond to concerns identified in first phase of the trial.	Dec 2019	Tim Atkins	
	Changing traffic flows result in new pollution hotspots beyond EU and national trigger levels			4	2	8	Reduce	CBC pollution monitoring aims to capture areas of concern and allow for mitigation measures to be implemented	Dec 2019	Tim Atkins	
<b>Explanatory notes</b>											
<p><b>Impact</b> – an assessment of the impact if the risk occurs on a scale of 1-5 (1 being least impact and 5 being major or critical)</p> <p><b>Likelihood</b> – how likely is it that the risk will occur on a scale of 1-6 (1 being almost impossible, 2 is very low, 3 is low, 4 significant, 5 high and 6 a very high probability)</p> <p><b>Control</b> - Either: Reduce / Accept / Transfer to 3rd party / Close</p>											

This page is intentionally left blank



## Cheltenham Transport Plan

### Economic & Environmental Case

#### 1. Background

- 1.1 The funding for what has become known as the Cheltenham Transport Plan was secured from the Department for Transport Local Sustainable Transport Fund in 2011 and is an agreed objective for CBC and Gloucestershire County Council (GCC) as reflected in the GCC Local Transport Plan (LTP) – specifically the 2015-2031 Implementation Report 2017. Specific objectives are set out at 2.1.CPS1 - Central Severn Vale Connecting Places Strategy – 2.1.5 Cheltenham Transport Plan. The Cheltenham plan also contributes to other targets e.g. LTP PI – 9 Increase use of bus and more recent initiatives such as the Department for Transport Cycle & Walking Investment Strategy 2017, which aims to make cycling & walking the natural choices for shorter journeys, or as part of a longer journey. GCC is identified as a pioneer authority and will be in the first wave to produce a Local Cycling and Walking Infrastructure Plan.
- 1.2 Additionally the implementation of phase 4 of the Cheltenham Transport Plan is listed in the CBC interim corporate strategy 2018-2019, adopted unanimously by CBC on 26<sup>th</sup> March 2018. More recently (January 2019) the National Institute for Health and Care Excellence says roads should be "safe, attractive and designed" to help people use their cars less. Transport systems and the wider built environment can influence people's ability to be active and NICE deputy chief executive Gillian Leng added: "Getting people to be more physically active by increasing the amount they walk or cycle has the potential to benefit both the individual and the health system whilst the Department for Transport said its own guidance "is crystal clear that street design should explicitly consider pedestrians and cyclists first".
- 1.3 To date the implemented phases of the transport plan have been judged by their impact on the performance of the town road network, as measured by the 27 traffic movement monitoring points and supported by *blue tooth* enabled journey time analysis. To respond to emerging policy guidance, additional measures have also been included, such as improved bus punctuality impacts and access for pedestrians and cyclists.
- 1.4 As we are now in the trial of the last phase, it is possible to start assessing the economic impact of delivery of the wider transport plan. Like the traffic impacts, it is necessary to consider evidence from a range of sources.
- 1.5 A starting point has been the original Local Sustainable Transport Fund (LSTF) bid submitted in 2011, which was supported by an economic impact assessment prepared on Treasury 'Green Book' guidance principles. This assessment considered both Boots' corner in Cheltenham and also King's Quarter in Gloucester, but the focus of this note will be limited to Cheltenham.
- 1.6 A significant premise of the LSTF proposals was to benefit retail turnover. It reflected earlier retail studies, which highlighted that poor pedestrian linkages between key town centre sites were a cause of high retail vacancies and an inhibitor to investment.
- 1.7 At the time of the bid to the Department for Transport, the proposed changes to the Cheltenham road layout were supported by local business and economic development stakeholders, following consultation undertaken by CBC as part of an earlier programme entitled Civic Pride.
- 1.8 The proposal to reduce the negative impacts of the ring road and ultimately limit vehicular access at Boots' Corner, whilst improving access for pedestrians, cyclists and buses, was seen as a tool to stimulate business investment generally in the town centre.

## 2. Update

- 2.1 Clearly, the world has changed significantly since 2011, in particular the world of retail, with significant closures in town centres, driven by the impact of on-line retail, the recession, aggressive 'company voluntary agreements' etc. The landscape has changed, irrespective of the Cheltenham Transport Plan and this is reflected in the MHCLG Future High Streets Fund initiative.
- 2.2 The strategy for the town centre/High Street post-recession has been similar to that contained in the Portas Review. 'They (High Streets/Town Centres) should become places where we go to engage with other people in our communities, where shopping is just one small part of a rich mix of activities.'
- 2.3 This recognition, that retail is a component of the wider mix necessary to achieve a vibrant town centre, has already been fully embraced in Cheltenham. The elements, other than retail, successfully supported in this period include town centre living (residential) at the Brewery and Regency Place, leisure notably at the Brewery Quarter, food & beverage across the whole town centre and employment uses with some major successes such as the conversion at Formal House, new build at Honeybourne Place and the planned refurbishment at the Quadrangle. Cheltenham also has a buoyant night time economy and has secured Purple Flag recognition of an evening and night-time economy which is appealing, welcoming and safe between the hours of 5pm and 5am.
- 2.4 The Treasury Green Book analysis predicted that the Brewery scheme would generate a mix of A1 (retail) and C1 (hotel) employment, based on the intervention scenario and in line with English Partnership's additionality guidance, took account of a range of effects for the project, including.
- 2.5 Deadweight (output that would have occurred without the intervention);
- Displacement (the proportion of intervention outputs accounted for by reduced outputs elsewhere in the target area);
  - Leakage (the proportion of outputs that benefit those outside of the intervention target area); and
  - Multiplier (further economic activity - jobs, expenditure or income) associated with additional local income, local supplier purchases and longer term effects.
- 2.6 The total number of additional direct jobs was estimated to be 420 and indirect 174, the latter being based upon a formulaic approach within Treasury guidance. Total anticipated jobs generated was therefore 594.
- 2.7 In addition, the construction programme itself initially estimated at £25m for the shell and core was expected to generate 154 temporary person years' worth of construction employment. In reality a further £10m of expenditure was incurred on the shop/office fit outs generating another 62 temporary person years' worth of construction employment.
- 2.8 The actual outputs for this individual scheme are noted below, recognising that the scheme contained a 30,000ft<sup>2</sup> office component, not originally envisaged.
- 2.9 Actual outputs are: retail 155 direct jobs; hotel, leisure, food & beverage 76 direct jobs; office 300 direct jobs. Total direct jobs 531 against a target of 420, with a consequent uplift in indirect jobs of 46, plus 216 temporary person years' worth of construction employment (with a focus upon local contractors, Kier and Barnwood). So clearly exceeding the 2011 estimates with 26% more jobs created.

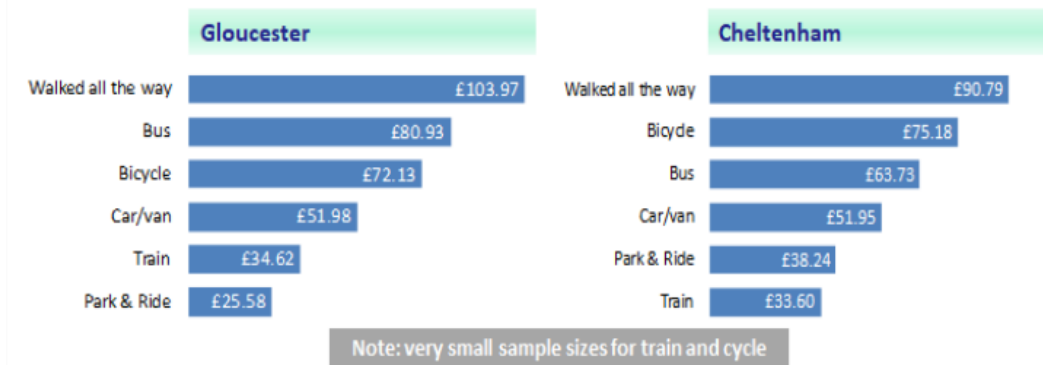
### 3. Additional Factors

- 3.1 In addition to the direct jobs associated with the Brewery, we know that the LSTF has delivered wider benefits. The new John Lewis store (115,000ft<sup>2</sup>), at the other end of the High Street to the Brewery was predicated upon delivery of the first phase of the Cheltenham Transport Plan, and this has generated circa 200 new direct jobs, as well as 143 temporary years' worth of construction roles, based upon a construction value of c£23m.
- 3.2 There have been ancillary benefits from the LSTF too, such as town centre living. The Brewery delivered 34 new residential units and Regency Place, 164 units, located on the first phase of the Cheltenham Transport Plan (Albion Street), which has benefited from traffic calming, improved cycling and public service access.
- 3.3 Whilst the initial scheme was predicated upon a complete delivery scenario, it was decided to phase the scheme in order that each phase could be tested prior to further phases being delivered. Whilst this has elongated the programme and the current phase is a trial, it has not seemingly dented external assessments of the potential of the town, with Knight Frank citing Cheltenham High Street as #9 out of 200 places to invest in 2017 and Colliers International Midsummer retail report 2018 noting:
- 3.4 'Polarisation between the 'best and the rest' retail locations is becoming increasingly apparent throughout the UK and this is no different for the South West. The dominant centres in the region, such as Bristol, Bath, Cheltenham, Exeter and Plymouth, continue to benefit from good levels of demand and relatively low levels of vacancy. An example is Cheltenham, where rents remain unchanged from 2017 and the town will welcome a new 115,000 sq. ft. John Lewis department store in October of this year.'
- 3.5 Coupled with this has been a resurgence in office demand and whilst other factors have been at play, the ambitions of the Local Sustainable Transport Fund, as a government backed programme are clearly visible. LSTF aimed to encourage modal shift and this can be evidenced by schemes such as the Formal House conversion from storage to office space, which commands some of the highest rents in town, but has zero car parking. A situation that any commercial agent would have said was impossible a decade before, but which reflects a growing trend for employees to consider other modes of transport beyond private motor vehicle ownership. For this to be effective requires a commitment to pedestrians, cyclists and public transport users, as demonstrated by the Cheltenham Transport Plan.
- 3.6 Another measure often quoted is that of footfall, which has often been regarded as a proxy for spend; however, more recent research has demonstrated a causal link. Research released by Transport for London in November 2018 claims that people walking, cycling and using public transport spend more than motorists in local shops. TfL's "Healthy Streets Approach" designs streets for people that are easy to access by foot or bike; in these improved areas the number of people walking has increased by 93%, whilst time in the street (shops, cafes etc.) increased by 216% with a consequent knock-on for rental values by 7.5% and a 17% decline in retail vacancies.
- 3.7 This corresponded with a study undertaken independently by Accent in 2014 jointly funded by GCC and Stagecoach The Economic Impact of Public Transport in Gloucestershire exploring the travel patterns and spend of consumers in Cheltenham and Gloucester. This covered pedestrians, cyclists, bus patrons, car users and train passengers. This identified:
- Walk was most frequently used access mode followed by bus;
  - That those who access a centre by bus, visit the centre about twice as often as those who access by car;

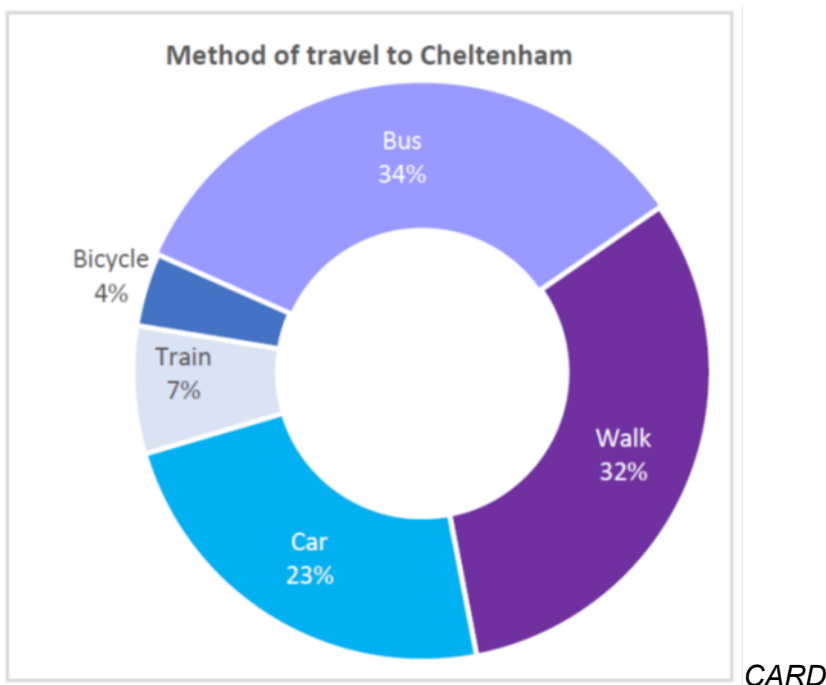
- Bus users spend more time in the centre than non-bus users and eat/drink out more;
- The most frequent activities in each centre were;

	Glos	Chel
– Shopping	62%	61%
– Eating/drinking out	18%	18%
– Using service	16%	14%
– Work there	15%	15%
– Window shopping	8%	12%

- Weekly spend by mode;



3.8 Before considering the data for Boots’ Corner specifically, it is worth noting a Cheltenham BID survey undertaken in September-November 2016, identifying the modes of travel that the public deployed for their journeys to the town centre. This independent survey by CARD (Client Analysis and Relationship Development) identified that less than one in four town centre users came to Cheltenham by car, the majority arriving by bus, or on foot. The majority of drivers were residents living within or near Cheltenham. This conclusion is very similar to research carried out by GCC prior to the Cheltenham Transport Plan, that estimated that the majority of vehicles passing through Boots’ corner were registered within 3 miles, suggesting that it was not necessarily a lifeline for the High Street / town centre, but simply a connecting route, that did not necessarily contribute to the vibrancy of the High Street; in fact, given the severance at Boots’ Corner it was potentially detrimental to the performance of the High Street.



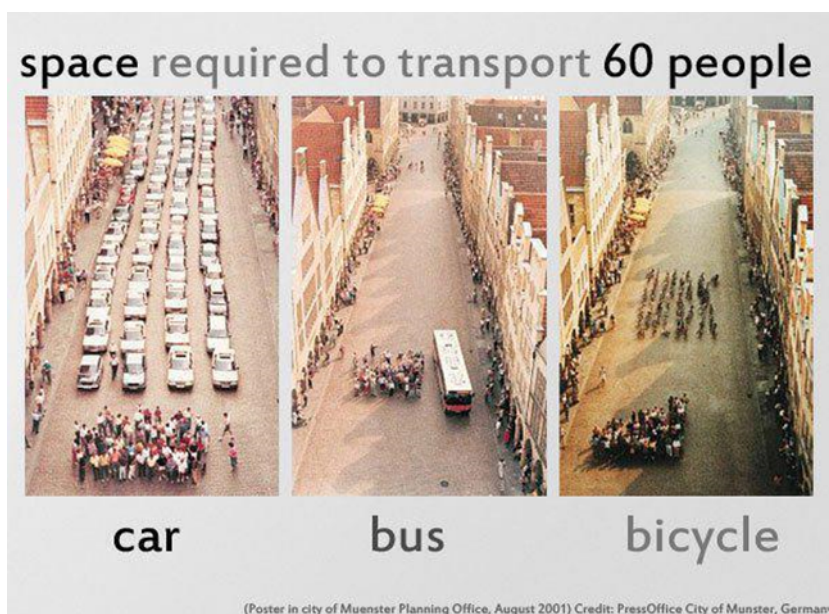
- 3.9 Specific data for Boots' Corner, as measured by an independent data collecting company, equally shows impressive pedestrian growth. Also, where works have completed, as at the Brewery, strong quarterly performance has been recorded since the start of phase 4 (the Boots' Corner trial) with significant footfall growth, reflecting both the wider High Street adjustment to include leisure and food & beverage and the greater connectivity associated with the trial. 15% year on year growth since the start of the trial contrasts strongly with the national position.
- 3.10 The data for Boots' Corner recorded across 4 weeks commencing 11th June 2018 (prior to the trial); 2nd July 2018; 8th October 2018 and 12th November 2018. This recorded pedestrian movements, cycle movements, individuals sitting down, wheelchair users and bicycles parked.

<b>Week commencing</b>	<b>11/06/18</b>	<b>02/07/18</b>	<b>08/10/18</b>
<b>Pedestrian numbers</b>	14,657	27,008	31,695
<b>Cycle movements</b>	220	674	694
<b>Sitting down</b>	1223	1455	2025
<b>Wheelchair users</b>	48	74	82
<b>Bicycles parked</b>	269	168	263

- 3.11 This data collected independently by G.John Surveys Ltd demonstrates an increase in excess of 100% pedestrian movement at Boots' corner since Cheltenham Transport Plan Phase 4 was implemented, which equates to 700 more pedestrian movements across Boots' Corner per hour. Equally, cyclist movement has increased by 215%, equating to 22 more cyclist movements across Boots' Corner per hour. This aligns with GCC LTP PI – 8 to increase the use of cycling within the County by 50% from 2015-2031. The number of people sitting in the space has also increased despite the later counts moving into less favourable weather for outdoor seating. Wheelchair use in the vicinity has risen by 70% which contradicts concerns raised by blue badge holders and noted in 4.2 below. Cycle parking fell when the railings were removed and before the new temporary racks were installed, but positively cycle parking occupancy at Boots' Corner has almost been restored to pre-trial level even though cycling and hence cycle parking tends to reduce over the winter months.
- 3.12 The wider footfall data sets for the Cheltenham town centre are not fully conclusive as a result of the disruption along the High Street and interference with the recording cameras; notably, as a result of the John Lewis development and public realm works. Whilst the records suggest a year on year slowdown which aligns with national trends, there has been no discernible change associated with Boots' Corner.
- 3.13 Maintaining bus patronage is a target for the GCC Local Transport Plan. Data produced by Stagecoach shows that Cheltenham's bus patronage has increased by 5,000 person journeys per week since the start of the trial; this excludes the Park & Ride contract recently taken over by Stagecoach – so is purely on a 'like-for-like' basis. Equating this to 'potential vehicle movements avoided' can be undertaken by utilising the Department for Transport vehicle occupancy data. <https://www.gov.uk/government/statistical-data-sets/nts09-vehicle-mileage-and-occupancy#history> The data for "all purposes" for 2017 (most recent data) gave a national occupancy of 1.55 persons per vehicle, although for commuting this fell to 1.16 persons per vehicle. On this basis, an additional 5,000 person journeys per week has probably resulted in between 3,225 to 4,310 fewer private vehicle movements per week on the network. This aligns with the GCC LTP 'Thinktravel' initiative that promotes sustainable travel, notably a reduction in

single occupancy car journeys with the principle of the 4 R's – Reduce, Retime, Reroute, Remode – in order to avoid the most congested times and locations on Gloucestershire's transport network. An example of this in action has been the Cheltenham BID arrangement with Stagecoach to provide discounted tickets for BID staff employees to encourage staff who have the option to consider more sustainable travel options.

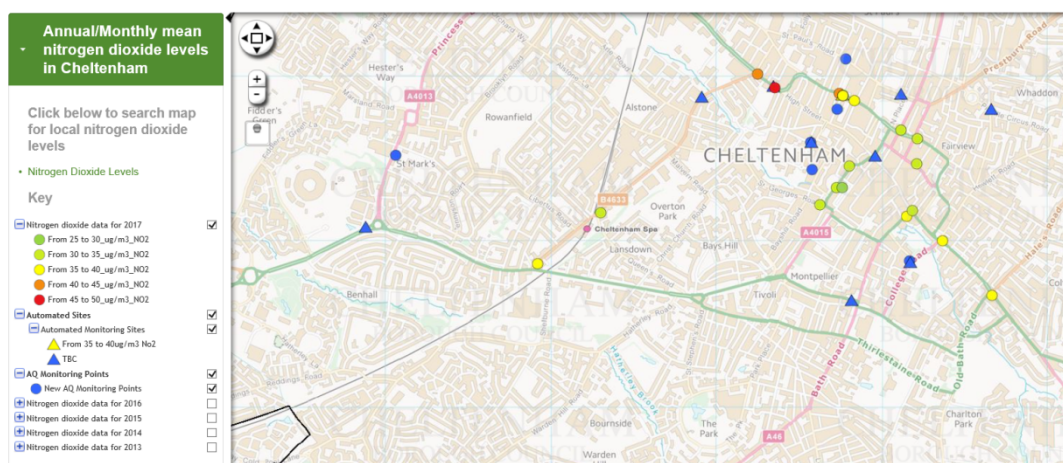
- 3.14 Whilst difficult to visualise, an exercise in Munster Germany in 2001 encapsulates the scale of road space that can be released through traffic mode re-assignment – see images below. This increase in bus patronage in Cheltenham is neither mirrored across Gloucestershire, or nationally, where a general 2% decline has been recorded. So to achieve growth of 4% in a declining market is an impressive result and reflects a mixture of investment in the fleet, service improvements, marketing and the impact of the Cheltenham Transport Plan. Whilst the GCC LTP Performance Indicator 9 aims to maintain the number of bus passenger journeys, Cheltenham is leading the field with tangible growth.



- 3.15 Equally important as bus patronage is bus punctuality, as this is a key determinant for many passengers. Stagecoach punctuality data in Cheltenham, as measured by GPS bus monitoring, has improved since the trial began, with 93.1% of buses on time since the trial began compared to a previous figure of 91.5% i.e. buses late running has dropped from 8.5% to 6.9%. This may appear a small improvement, but has to be considered against the 50,000 miles per week that Stagecoach buses drive in Cheltenham every week.
- 3.16 A further example of improved punctuality due to the trial was seen in November with the race meeting at Prestbury. Buses that had historically taken an hour to travel from the racecourse through town to the station and then return, were achieving the same journey with a 15% time saving.
- 3.17 Modal shift also has wider benefits, including reducing greenhouse gas emissions, consuming fewer non-renewable resources, saving on fuel costs, as well as significant health and well-being benefits, notably impacts upon childhood obesity and life expectancy. The stage 1 phase of the Cheltenham Transport Plan on Albion Street illustrated this with route B being the main beneficiary of the changes with its 7,000 passengers per week. Use of the new bus lane saves about 1,500 miles per annum, equating to a fuel saving of 190 gallons of diesel. The shorter route allows everyone travelling on the B from the London Road and Charlton Kings area to arrive in the town centre about 2 minutes quicker than they did before the bus lane was completed.
- 3.18 Additionally, in the case of Cheltenham with its large conservation area, modal shift will contribute to the protection and enhancement of the distinctive character of Cheltenham. For further

evidence of how space can be reclaimed by vehicle movement reduction, consider Queens Square, Bristol and the 1992 trial closure of the central dual carriageway that used to bisect the Square. The trial was deemed a success and Queens Square was restored to its former glory.

- 3.19 The Cheltenham Transport Plan should be viewed as part of a wider and longer term sustainable development programme and is reflected in emerging policies both nationally and locally to deal with new developments. It is already accepted that developments at west and north-west Cheltenham need to be connected to the rest of the town via sustainable corridors – cycle routes, bus routes etc.
- 3.20 Whilst modal shift may be positive at a macro level by reducing the overall generation of pollution, CBC has been monitoring pollution at a more localised level to reflect the existing challenges within a town centre environment. Current monitoring suggests that the picture has improved from when CBC first declared an Air Quality Management Area (AQMA). Whilst background circumstances have assisted, such as the availability of more hybrid vehicles, local actions have also had impacts. These include the Stagecoach upgrades to Euro6 compliant buses and Local Sustainable Transport Fund engagement measures to help individuals, families and employers consider their travel patterns and openly encourage alternatives to private vehicle transport. The council is currently undertaking air quality monitoring beyond the statutory requirements of the Act, in order to provide better data in relation to the Cheltenham Transport Plan, and has responded to concerns raised by installing additional monitoring points, as shown on the diagram below.



- 3.21 CBC has started to publish monthly reports of data from gas mesh pods, alongside the annual nitrogen dioxide data. Additionally, CBC has commissioned a 'Detailed Assessment' of local air quality and anticipates that the results will be received in Spring 2019. The intention is to review the existing AQMA based on this study and the legislative process will be followed accordingly. This might result in the existing AQMA being amended and a new local Air Quality Action Plan being produced to accompany this, setting out how the Council and partners intend to reduce current levels of air pollution within that area.
- 3.22 CBC is also part of a countywide Air Quality & Health Partnership facilitated by the County Council, which aims to deliver a consistent monitoring approach and behavioural change interventions across Gloucestershire.
- 3.23 GCC LTP Performance Indicator 13 aims to reduce levels of traffic derived Nitrogen Dioxide. For Cheltenham they cite 4 monitoring points of concern; 81 London Road (since removed as an area of concern) and 2 Gloucester Road, 422 High Street and New Rutland Court/Swindon Road (3 monitoring points in one area of concern), however more additional monitoring has been implemented to respond to concerns associated with phase 4 of the Cheltenham Transport Plan.

- 3.24 In terms of access to the town centre by car, there have also been numerous changes, as the Council pursues its parking and town centre access strategy, which was adopted in June 2017.
- 3.25 The authority realigned its parking pricing arrangements in March 2018, to facilitate a more level playing field when considering the cost of car use against other more sustainable transport modes, particularly bus use. Not all prices have been increased, but the policy does seek to discourage commuters from occupying town centre public parking spaces all day, whilst allowing improved access for shorter stay customers of the retail and service economy. In December 2018, GCC cabinet amended its on-street charges to better align with the CBC parking policy.
- 3.26 Pricing policy has also sought to encourage a better distribution of parking occupancy across the Council's own parking estate, whilst also setting a benchmark against which private providers can set their own tariffs.
- 3.27 Given the range of local authority parking changes and the evolving town centre offer, it is too early to draw firm conclusions from parking data, but for the April to September period in 2018, gross parking income to the authority increased by 7.6% compared to the same period in 2017. This certainly does not support a view that the Cheltenham Transport Plan is having a negative impact on town centre visits.

#### **4. Potential Disbenefits**

- 4.1 The initial phases of the Cheltenham Transport Plan were generally received positively, and for example, phase one demonstrated improved bus access times, greater cycling and reduced vehicle speeds. Any concerns raised through the early phases were mitigated through traffic management measures.
- 4.2 The Phase 4 trial has identified issues not previously raised. These are noted below.
- 4.3 Restricted access for blue badge holders, although prior to the trial more bays were introduced in the town centre. Options of shopmobility, lowering floor buses (n.b. all registered local bus services are low floor) and wheelchair accessible taxis do allow direct access to specific shops if required. Whilst these options exist, there is a need for better signposting for vulnerable users to ensure that the full range of options can be considered. Whilst some shoppers have suggested taking their spend to other centres, it is recognised that many other centres have restrictions at least as onerous and in some cases more restrictive than the Cheltenham Transport Plan phase 4 trial circumstances, e.g. Worcester, Bath, Oxford and Gloucester. GCC are actively seeking additional dedicated blue badge bays to allay concerns.
- 4.4 Loading and unloading issues, specifically in Clarence Street and Clarence Parade. It is understood from engagement with traders and GCC that a solution to meet their needs will be implemented in early 2019.
- 4.5 Traffic displacement impacts. The economic impact is difficult to gauge as there were existing and frequent hold-ups at peak times prior to the trial. Full details will be contained in the GCC traffic analysis when published. What the trial has done is to identify the pinch points and some potential remedies. However, as most prosperous towns and cities accept, an element of congestion is the price of high performance and should not be a justification for simply prioritising private cars over other users. The folly of building bigger and wider roads in towns simply to accommodate more one car/one passenger traffic is above and beyond the purpose of the LSTF funding, which was to encourage modal shift.
- 4.6 Pollution monitoring data identifies that the hotspot centred on Poole Way, which existed prior to the trial remains and further mitigating actions will be required. Initial results from additional monitoring in other locations identifies that some areas have increased pollution, levels but they remain below the EU and national trigger levels where interventions are required (with the possible exception of the northern section of Princess Elizabeth Way). Further data will be available in the Spring of 2019.



## 5. Summary

- 5.1 Whilst significant time has lapsed between the original bid and the implementation of the trial, it would appear that the outputs anticipated as a result of planned investment aligned with network changes has resulted in economic growth. These can broadly be summarised as follows.
- 5.2 **Retail impact** – notwithstanding the ‘draw effect’ of the new John Lewis store and the cachet for the town, other significant retailers have been drawn to the town. Retailers are very sensitive to changes that could impact upon their performance and given the number of new entrants generated since the start of delivery of the Cheltenham Transport Plan and the implementation of the phase 4 trial, such as Urban Outfitters, Luke, Everyman Barbers, The Botanist, India Jane and the retention of other names being lost elsewhere e.g. House of Fraser, one can conclude that retailers are optimistic about the change of direction being driven by the joint CBC/GCC initiative. Additionally, some elements buck national trends, such as Next completely rebuilding their store on the High Street, contrary to their national policy which favours ‘out of town’ or ‘edge of town’ locations e.g. as at Gloucester.
- 5.3 **Investment** - the linkage between the Blackrock / John Lewis investment at the former Beechwood shopping centre and the importance of phase 1 of the Cheltenham Transport Plan, demonstrates how importantly major investors consider traffic flows and town centre performance as part of their due diligence. It is anticipated that further investment will follow if the overall performance in the town centre can be maintained, especially given the footfall data and attraction of places such as the Brewery Quarter.
- 5.4 **Parking** – whilst often quoted as a barrier to town centre performance, the data for CBC-operated car parks does not demonstrate any collapse in patronage over the years that the transport plan has been implemented, or since the current trial. Equally, neither price adjustments nor the significant quantum of town centre construction work experienced over the last four years, has seemingly affected car park performance.
- 5.5 **Business confidence** – this is always difficult to measure and comment upon due to commercial confidentiality, however, the evidence from agents, investors and end users, as noted in 3.0 above, is mirrored by enquiries direct to CBC from operators wishing to locate in the town.
- 5.6 **Traffic flows and modal shift** – GCC will report on traffic flows in more detail as part of their detailed traffic impact analysis, but in terms of modal shift, it is pleasing to note that Stagecoach has reported a significant uplift in bus patronage and improved bus punctuality. The new social space created as part of the temporary package of works at Boots’ Corner itself has been extensively used and pedestrian movements have more than doubled at Boots’ corner itself, essentially reclaiming street space for the people.
- 5.7 **Spend** - no hard data exists to substantiate a true position, but previous studies elsewhere have demonstrated a causal link between modal shift, dwell time and spend per person. On the basis that evidence for modal shift exists and dwell time in the town centre is rising, it is not unreasonable to suggest that the general effect can only be positive on the array of traders; be they retail, food, beverage or entertainment. Clearly, there are also macroeconomic factors which will impact on spend, regardless of the local changes being pursued (e.g. Growth in on-line shopping, Brexit uncertainties etc.)

## 6. Conclusion

- 6.1 The Cheltenham Transport Plan is clearly delivering both adopted and emerging national and local policy and guidance on the need for streets to prioritise pedestrians first.
- 6.2 On the evidence so far available, the delivery of the Cheltenham Transport Plan suggests that Cheltenham is consolidating and improving its position as a regional town centre, with an inspiring mix of vibrant uses, supported by CBC as planning authority and GCC as highways partner. The

Transport Plan, aligned with other initiatives, is achieving the regenerative effect predicted and from an economic perspective, it can be concluded that the Cheltenham Transport Plan phases, including the trial at Boots' Corner have had a positive impact on the town centre, which has maintained and enhanced its vibrancy as a retail and social destination.

- 6.3 The number of direct jobs associated with the Brewery investment has surpassed original estimates, which in turn drives higher indirect jobs too, due to the formulaic linkage. An initial predicted estimate of 594 in total compared to 751. In addition, other investments such as the former Beechwood Arcade have resulted in new employment opportunities, with the investment decision linked to elements of the Cheltenham Transport Plan delivery.
- 6.4 Monitoring systems related to traffic flows will be considered in detail by GCC, but pedestrian, cycling and bus patronage data, suggest that modal shift is occurring as individuals are re-evaluating their options for journeying into the town centre. So the plan is contributing to the wider GCC LTP delivery.
- 6.5 Pollution monitoring continues, but to date levels remain below EU and national trigger levels, with the likely exception of Poole Way, a pre-existing hotspot.
- 6.6 Modal shift has long term benefits, including improving health and well-being as well as assisting transport network resilience. Additionally, the temporary works at Boots' Corner have encouraged extended dwell time, which is often linked to overall spend and commercial performance.
- 6.7 Evidence from elsewhere, suggests that the process of change can be challenging, but no urban areas have reversed traffic removal or traffic restriction schemes once embedded; the 1988 Promenade pedestrianisation scheme was controversial at the time, but no-one would now suggest that traffic should be re-introduced to that space.
- 6.8 Future opportunities can only be considered once a determination has been made on the trial. However, if the trial were to be made permanent, then it would be possible to consider and bring forward further measures to enhance the town centre. Potential options include reducing the number of vehicles, although that could pose a risk to accessibility for some, or reducing the impact of the vehicles allowed, for example, by restricting the space to Euro 6 electric vehicles, or alternative fuel vehicles only.

# Lead Cabinet Member Briefing

## Cheltenham Transport Plan Phase 4 - Amendments

<b>Date</b>	December 2018
<b>Purpose of Report</b>	Overview of CTP Phase 4 to date and recommendations for extending the trial.

### Recommendations

Officers are recommending that Cheltenham Borough Council agree to extending the Phase 4 experimental trial for a further 6 to 8 months to allow for the following:

- for the trial, to be further monitored and evaluated so as to take into account the impact of traffic from Gold Cup Week.
- And for mitigation measures to be introduced to address the key consultation feedback and traffic monitoring analysis concerns;

That the Lead Cabinet Member, with the agreement of Cheltenham Borough Council, authorises the changes to the trial to be implemented.

### Executive Summary

Phase 4 of the Cheltenham Transport Plan (CTP), the trial restriction of Clarence Street “Boots Corner” began on 28<sup>th</sup> June 2018. The trial is being undertaken by Experimental Traffic Regulation Orders (ETROs). Feedback received and analysis of traffic monitoring data since the commencement of the trial has highlighted four key transport themes:

1. Concerns / comments on traffic increases on other routes around the town and increases in journey time. Streets mentioned include St. George’s Street and Rodney Road;
2. Signage comments were primarily recorded in the initial month, but these have decreased following the additional traffic management introduced in early August;
3. Access for businesses on Clarence Parade and the western end of Clarence Street; and
4. Blue Badge Holder access to Pittville Street.

Correspondence with the local businesses has been ongoing since early in the trial to understand and resolve their concerns.

The data collected during the trial to date has shown a small number of traffic hotspots and has raised a number of other challenges, as set out above. It is considered that the challenges can be addressed through changes to the ETROs as well as introducing other traffic calming or signage features.

The revised concept would require changes to the bus gate restrictions resulting in a 24-hour bus gate in Clarence Street between Post Office Lane and Imperial Circus only. This limits the northbound traffic progressing along Clarence Street to buses and taxis. No restrictions for service vehicles would be required through the bus gate, as service access to all properties is possible either via Pittville Street or via Clarence Parade / Street. This would make the operation of the bus gate more straight forward and clearer for delivery drivers.

This approach removes Clarence Parade / western end of Clarence Street from the experimental area and directly addresses the concerns raised by the businesses in this area. This will require the implementation of two-way movement on one or both streets. Scheme design for this element is currently ongoing, at the request of CBC.

The Pittville St – North St corridor be covered by 24-hour Prohibition of Driving, with exemptions for buses, taxis and service access 6pm-10am.

Additional blue badge bays, beyond those implemented prior to the trial will be placed in Winchcombe Street, immediately north of the High Street, and a no-waiting at any time restriction put on Post Office Lane in order to further address the concerns of disabled users for access to the town centre.

The recommended revision to the experimental orders will require physical changes to the highway and changes to the current experimental legal orders. Initial discussions with the design team suggest that the earliest the changes could be made is Spring. This is subject to confirmation. Additional budget will be required to deliver the changes.

### Revised Trial Timeline

Introducing these changes results in the need to further extend the consultation period for six months after the mitigation measures are introduced. The resulting timeline for the revised trial is as follows:

January	Mitigation measures outlined
January	CBC Council meeting considers the scheme and decides whether it wishes GCC to proceed on this basis.
February	TRO Committee updated on changes to the experimental order
Spring	Mitigation measures introduced
Mid 2019	Further consultation period
Late 2019	TRO Committee considers consultation feedback and data analysis
December 2019	Potential decision

### Background

The purpose of this report is to provide an update on the feedback received on CTP Phase 4 over the first five months following the commencement of the experimental traffic orders.

Cheltenham Borough Council requested that the County Council introduce new traffic regulation orders in the town centre of Cheltenham, in order to alter current traffic patterns in the centre and deliver critical elements of the Cheltenham Transport Plan. This proposal intends to help to improve road safety and air quality issues around the town centre. It also would enable a vision for urban public realm improvements at Boots Corner, potentially creating an enhanced environment for pedestrians and improve connectivity on the high street.

The Cheltenham Transport Plan and the Traffic Regulation Orders required to deliver elements of the plan have been widely consulted on since summer 2013. This included an informal pre-consultation exercise and two statutory consultations which meet or exceeded legal requirements.

In July 2015, Gloucestershire County Council Cabinet resolved to: -

1. Accept the recommendations from the Traffic Regulation Committee made on 15 January 2015 relating to the inner-ring road changes, with the exception of the Boots Corner proposed trial;
  - (a) Make those elements of the traffic regulation orders relating to the Cheltenham Transport Plan, as detailed on the Traffic Regulation Order Proposed Restriction Changes Schedule at Appendix B of the decision report; and
  - (b) Defer a decision on the elements of the traffic regulation orders relating to Boots Corner.
2. Authorise the Commissioning Director: Communities and Infrastructure to implement the scheme through the following phased approach:
  - (a) Albion Street – October 2015 to February 2016
  - (b) Imperial Square and Oriel Road – April to July 2016
  - (c) Royal Well – Summer 2016
  - (d) Contingent on the successful implementation of the other schemes, a Boot's Corner experimental order and trial- scheme – Spring 2017

The delivery of the scheme has progressed broadly in line with the cabinet resolution, albeit with longer timescales than initially envisioned. Phase 1 was delivered in July 2016, Phase 2 in March 2017 and Royal Well Road in February 2018. The changes to the timescales of the phases were discussed and agreed with the relevant lead cabinet member at the time.

### **Current Phase 4 ETROs**

The overall objective of the ETROs is to trial the restriction of the Clarence Street corridor (“Boots Corner”) to through traffic, whilst allowing servicing access and enabling civil enforcement.

The restriction is composed of four distinct orders;

- a Bus Gate ETRO;
- a Prohibition of Driving (PoD) ETRO;
- Waiting and loading ETRO; and
- One-way ETRO.

Clarence Street north of Imperial Circus and North Street are covered by the ETRO Bus Gate. This is operational between 10am and 6pm daily, with a small number of exemptions for access. Civil enforcement of the bus gate order commenced in early August via Automatic Number Plate Recognition (ANPR) camera.

Clarence Parade, the western end of Clarence Street, Pittville Street, the Promenade and Imperial Circus is covered by a 24-hour Prohibition of Driving (PoD) ETRO, with exemptions for servicing and access between 6pm and 10am.

The waiting and loading ETRO and one-way ETRO have been used to amend the local highway network to work with the bus gate and PoD in place.

### **Public Feedback to Date**

The Cheltenham Transport Plan is a CBC sponsored project, which is being enabled in part by GCC as the highway authority and CBC partner. The GCC portal website has been used to provide a consistent, single point of contact for the project. The key objective of the use of the portal is to simplify the communication channel to improve the service for the public. Rather than contact one of the two organisations only to be told to contact the other, the portal website provides the public with a single contact point. Consequently, the portal is used for general enquiries, and to submit formal representations.

At the time of writing (December 2018), there were 798 entries to consultation portal website:

- 422 general enquiries; and
- 376 formal representations.

The bulk of the feedback questions the overall concept of the CTP, rather than any specific issue.

The key transport themes from the entries are:

1. Concerns / comments on traffic increases on other routes around the town and increases in journey time. Streets mentioned include St. George’s Street and Rodney Road;
2. Signage comments were primarily recorded in the initial month, but these have decreased following the additional traffic management introduced in early August;
3. Access for businesses on Clarence Parade and the western end of Clarence Street; and
4. Blue Badge Holder access to Pittville Street.

Correspondence with the local businesses has been ongoing since early in the trial to understand and resolve their concerns around access for deliveries and customers.

### **Network Traffic Effects**

#### ***Pre-CTP traffic data collection***

A baseline assessment of the pre-CTP traffic flows on a range of roads across Cheltenham was collected in November 2015 for two weeks, using GCC’s in-situ fixed Automatic Traffic Counters (ATCs) and additional traffic volume / speed surveys to cover other residential routes which may experience displacement effects.

The fixed Automatic Traffic Counters sites used:

- A4019 Poole Way south of Swindon Road;
- A46 St. Johns Ave north of Albion Street;
- A435 High Street east of St. James Street;
- A435 London Road west of Keynsham Road;
- A46 St Georges Road east of Royal Well Road;

- A46 Imperial Square at junction with Rodney Road;
- Ambrose Street north of Knapp Road;
- Rodney Road north of Imperial Square;
- A46 Albion Street west of St. Johns Road;
- Gloucester Place;
- Winchcombe Street;
- A46 North Place;
- Wellington Street;
- Bath Street;
- Clarence Street;
- St George Place; and
- A46 Royal Well Road.

The additional traffic volume / speed surveys were carried out for period of two weeks in early November 2015. The location of the residential additional survey sites:

- Monson Avenue;
- Clarence Square;
- All Saints Road;
- Fairview Road;
- Bayshill Road;
- College Road;
- St. George's Street;
- High Street;
- St. James' Square;
- Imperial Square (southern side); and
- Montpellier Spa Road.

The combined survey sites provide comprehensive coverage over the town, enabling a wide-ranging picture of existing flow volumes to be built up.

Since the 2015 baseline survey, decommissioning of two fixed ATC sites within the county has provided equipment to be re-allocated to establish a permanent ATC site in Clarence Square and an additional site on Winchcombe Street, South of Albion Street, to monitor traffic flow on the High Street - Rodney Road corridor.

### **September 2018 Traffic Data**

A two-week data collection exercise was undertaken in Mid-September following the commencement of the new school year. This provides the first data set of the trial in neutral traffic conditions.

Figure 1 and Figure 2 below provide comparisons of the average 24-hour traffic flow at each site since the following the completion of each phase to date.

Figure 1 – Summary of 24 hour traffic flows recorded at CTP temporary survey sites 2015 – September 2018

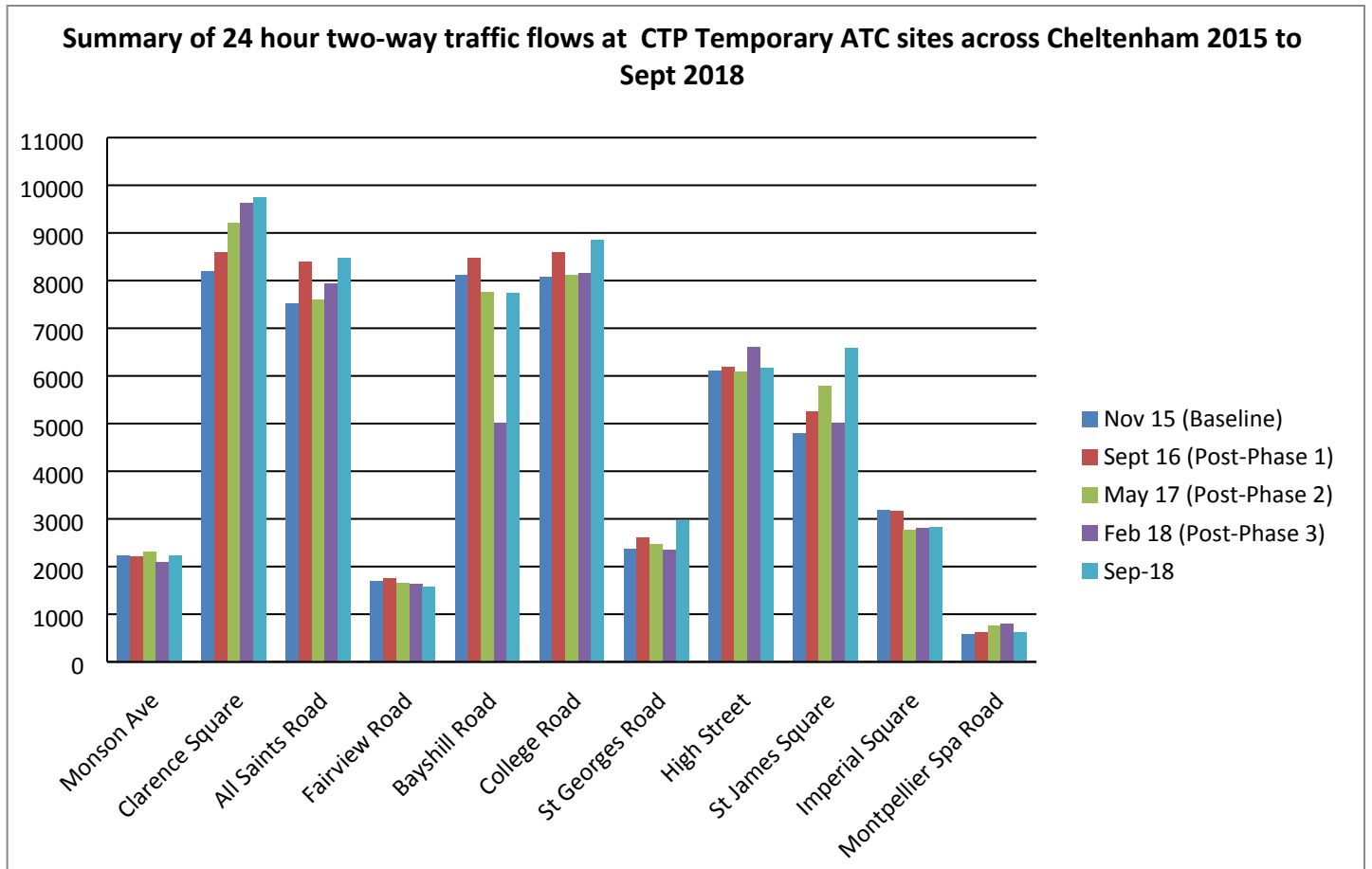
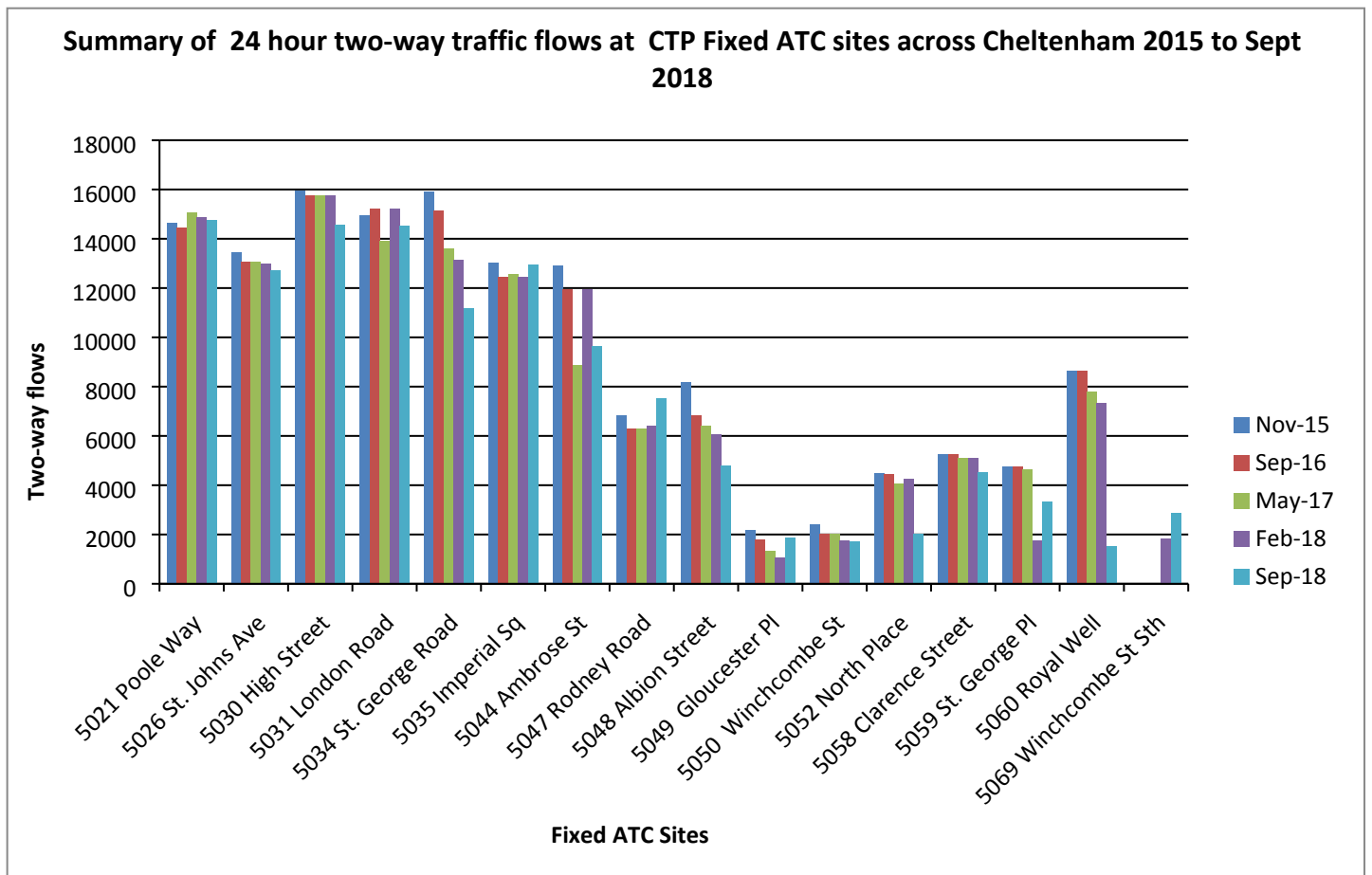


Figure 2 - Summary of 24 hour traffic flows recorded at CTP fixed ATC survey sites 2015 – September 2018



The figures show that in comparison to the pre-CTP 2015 flows, CTP Phase 4 has had a limited effect on the overall network to date. Most of the survey sites show increases broadly in line with expected levels of background traffic growth (circa 5-10%) or reductions in traffic since 2015. Three sites show larger (>20%) increases in traffic;

- St. George's Street;
- St. James' Square; and
- Winchcombe Street South

#### **November 2018 Traffic Data**

A two-week data collection exercise was undertaken in November to provide a direct comparison with the November 2015 baseline data. Due to roadworks in the vicinity of Ambrose Street / High Street, the data collection was pushed back to the second half of November. Whilst November is a DfT defined neutral period, there is a possibility of increases in traffic associated with Christmas shopping in the second half of the month.

Figure 3 and Figure 4 below provide comparisons of the average 24-hour traffic flow at each site since the following the completion of each phase to date.





In comparison to the baseline November 2015 traffic flows, a total of seven sites show increases in traffic over 20%.

- Clarence Square;
- All Saint's Road;
- St. George's Street;
- St. James' Square;
- Montpellier Spa Road;
- Rodney Road; and
- Winchcombe Street South

#### **CTP Phase 4 – Current Position**

The November 2018 traffic data shows increased traffic flows on the two northbound routes immediately adjacent to Clarence Street (St. James Sq. – Ambrose St – St. George' St.) and east (Rodney Road – High Street – Winchcombe Street S). This corroborates with feedback received from the public via the GCC portal site.

Whilst proportionally high, the increased traffic volume on Montpellier Spa Road is of very limited impact and no mitigation is proposed at this time. This will be kept under review throughout the trial period.

Clarence Square and All Saints Road are located on the northern periphery of the town centre. Both sites showed lower levels of traffic in the September 2018 survey data. The trial restriction has been in place for five months and sudden increases in flow at both sites at this point in the trial are considered to be unusual as traffic patterns are likely to have re-established within the initial two months. A more detailed review of the traffic data shows that the volumes at Clarence Street have increased uniformly in both directions across the day, suggesting a general uplift in traffic volume along the route, potentially due to Christmas traffic increases. The detailed review of All Saints Road shows that the changes are due to an increase in southbound traffic. The trial restriction area is to the southwest of All Saints' Road, and it is considered unlikely that this is having a material effect on southbound traffic flow along the All Saints' Corridor.

As the detailed data does not definitively show a single factor which has resulted in the increased traffic volumes, it is considered that volumes at the site are kept under review and mitigation investigated if the traffic volumes remain at their current levels in Spring 2019.

The traffic flow data does not show any significant increases on northbound routes further away of the town centre, e.g. College Road. This suggests that users are making decisions to alter their routes close to the restricted area or that their journey origin / destinations are close to the restricted area.

The key challenge raised by the trial to date is the timed access to Clarence Parade / western end of Clarence Street and the associated changes for the businesses in the area. Ongoing correspondence with the businesses has identified a number of amendments which would alleviate the majority of the issues raised. However, a number of the changes will require amendments to the ETROs to implement.

The statutory 6-month formal representation period for the ETROs finished on the 28<sup>th</sup> December. The recommendation from the TRO committee to provide feedback 10 months into the trial means that the trial will continue through Gold Cup Week through to April.

A number of concerns have been raised about the inability to provide any formal representation during the Cheltenham Gold Cup Week. The current formal representation period from the start of the trial will be kept open to include Gold Cup week.

As shown above, the data collected during the trial has shown a small number of traffic hotspots and has raised a number of other challenges. It is considered that the challenges can be addressed through changes to the ETROs, and it is recommended that revisions to the ETROs are progressed.

A revision to the ETROs would start a further 6-month formal representation period.

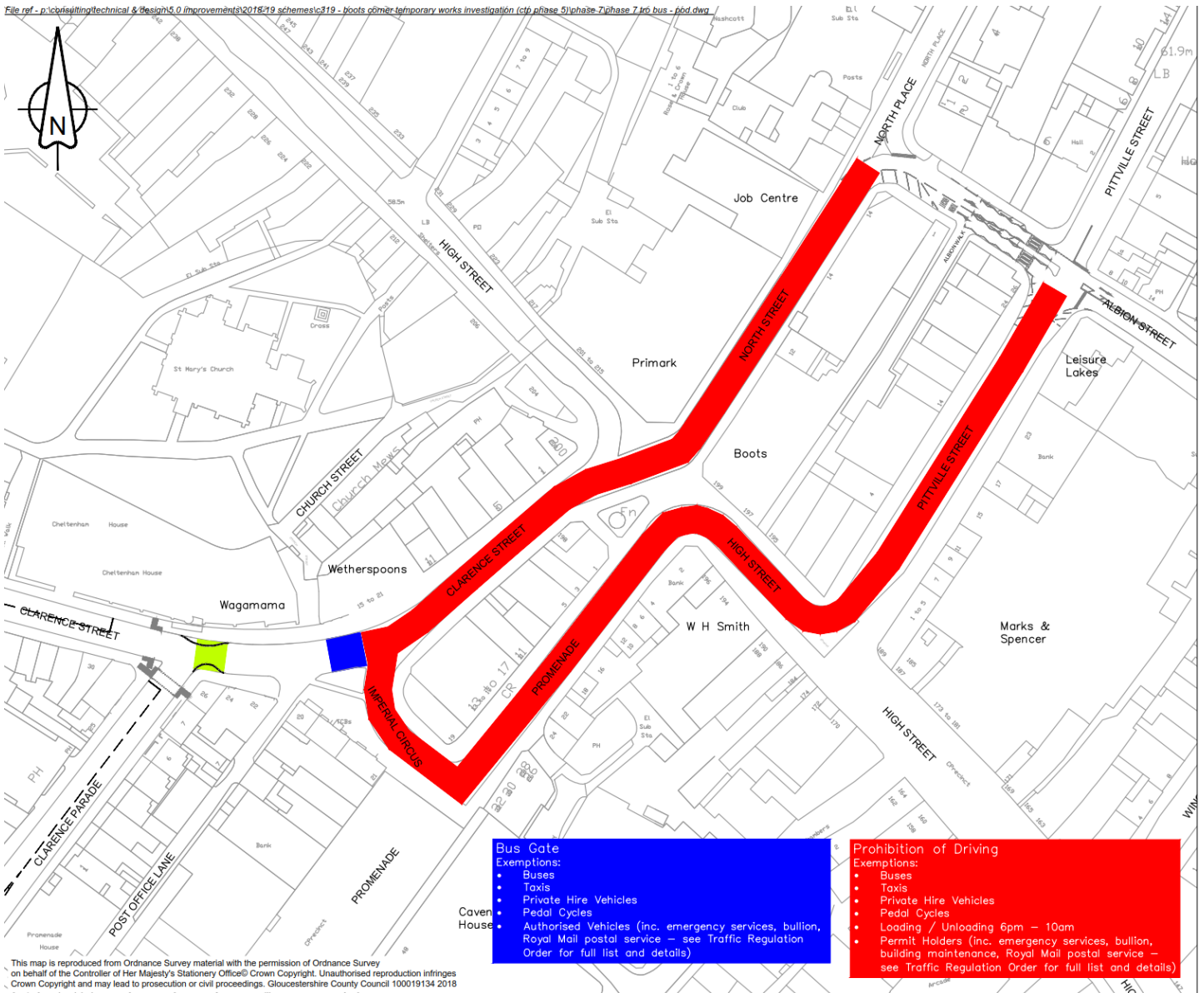
**Recommended Revisions**

Objectives of Revisions

1. Maintain overall scheme objective – reduction in traffic on Clarence Street “Boots Corner”
2. Remove Clarence Parade & western end of Clarence Street from trial
3. Simplify the scheme

**Proposed Approach**

Figure 5 – Overview of Bus Gate and Prohibition of Driving



The revised concept, as outlined in Figure 5, is to put a 24-hour bus gate in Clarence Street between Post Office Lane and Imperial Circus. This limits the northbound traffic progressing along Clarence Street to buses and taxis. No restrictions for service vehicles would be required through the bus gate, as service access to all properties is possible either via Pittville Street or via Clarence Parade / Street.

This approach removes Clarence Parade / western end of Clarence Street from the experimental area. The final design of how this element is delivered is currently being developed. Further detail is set out below.

It is proposed that the Pittville St – North St ‘U’ covered by 24-hour Prohibition of Driving, with exemptions for buses, taxis and service access 6pm-10am on this corridor.

Three additional blue badge bays will be placed in Winchcombe Street, immediately north of the High Street, addressing one of the key themes, and a no-waiting at any time restriction put on Post Office Lane.

**Pros:**

- Achieves scheme objective of reduction of traffic on Clarence Street “Boots Corner”;
- Straightforward signage and enforcement;
- Unrestricted access to Clarence Parade and Clarence Street;
- Emergency egress via Post Office Lane & Church Street if required; and
- Potentially better for Promenade market access
- Provides additional parking for blue badge users close to town centre

**Cons:**

- Some increase on current traffic volumes through Boots Corner by circulating traffic on Pittville Street – North Street ‘U’;
- Reliant on Police enforcement of Prohibition of Driving; and
- Potentially more difficult for loading for some properties as access only from the north. This Could be mitigated by allowing increased time for service access e.g. 4pm – 10am
- Slightly reduces loading in Winchcombe Street.

***Options for two-way working on Clarence Parade / Clarence Street***

A number of concepts are being investigated to enable two-way working on Clarence Parade / Clarence Street. These can be broadly categorised as.

1. Traffic signal controlled operation;
2. Priority controlled (give way) operation; and
3. Physical changes to the carriageway;

Following a request from CBC, investigation into the most suitable option is ongoing.

***Additional Elements***

The proposed revisions to the ETROs address three of the key themes from the correspondence received to date;

- Signage comments
- Access for businesses on Clarence Parade and the western end of Clarence Street; and
- Blue Badge Holder access

It is proposed to undertake several additional studies, which do not require any amendments to the TROs, to address the fourth key theme from the correspondence; comments / concerns on traffic increases on other routes.

1. Investigation into options for traffic calming on Rodney Road; and
2. Investigation into directional signing;

The traffic calming and directional signing studies will be progressed with a view to implementation as soon as possible.

GCC have also now completed a separate review of the traffic signals on the A4019 corridor and has secured a commitment of up to £1m within the capital programme to make improvements along this corridor. . The A4019 is a strategic route across northern Cheltenham and was already a congestion hot spot before the implementation of the Cheltenham Transportation Plan. The planned growth to the north and west of Cheltenham will likely place additional challenges along this route. The study makes recommendations for upgrading the traffic signals and potentially removing some signals in order to accommodate the current and future volumes.

***Timescales and Costs:***

The recommended revision to the experimental orders will require physical changes to the highway and changes to the current experimental legal orders.

Initial discussions with the design team suggest that the earliest changes could be made is Spring. This is subject to confirmation of the scheme to enable two-way working on Clarence Parade and Clarence Street. Additional budget is required to facilitate the changes and to continue the trial for a further 6 months once implemented. Initial construction cost estimates for the revisions are set out below:

- Changes to Clarence Parade / Clarence Street = £54,000
- Design fees = £12,000
- Ongoing running costs of trial = £5,000 to £7,000 per month
- **Indicative cost estimate (assume revised trial commences for 6 months from May) = £136,000**

It is proposed that these costs would be covered initially by any remaining funding that has been allocated to the scheme in the current capital programme with remaining costs being covered by surplus from the bus gate enforcement.

### Risks

There are a number of external risks which may impact upon the costs and delivery timescales of the revisions.

1. Weather (construction during Winter / Spring)
2. Start of new GCC Highways Contracts on 1st April
3. Lead in times for third parties (e.g. Skanska who supply lighting etc)

### Contact officers

Scott Tompkins – Lead Commissioner Highway Authority  
01452 328525, [scott.tompkins@gloucestershire.gov.uk](mailto:scott.tompkins@gloucestershire.gov.uk)

Fraser Reid – Project Manager  
[Fraser.reid@gloucestershire.gov.uk](mailto:Fraser.reid@gloucestershire.gov.uk)

This page is intentionally left blank