

ENVIRONMENTAL OVERVIEW & SCRUTINY COMMITTEE – PROJECT PLAN

Title: **'Cycling in West Lancashire'**

MEMBERSHIP:

Environmental Overview and Scrutiny Committee 2011/12:

Chairman: Councillor Mrs Blake Vice-Chairman: Councillor Pratt

Councillors: Ainscough, Aldridge, Mrs Atherley, Ms Baybutt, Cheetham, Gartside, Hennessy, Hodson, Mee, Ms Melling, McKay, M Pendleton, Mrs Pollock, Pye, Savage and Mrs Stephenson.

Corporate and Environmental Overview and Scrutiny Committee 2012/13:

Chairman: Councillor Bailey Vice-Chairman: Councillor Houlgrave

Councillors: Mrs Atherley, Mrs Baybutt, Mrs Blake, Coyle, Delaney, Dereli, Mrs C Evans, Greenall, Griffiths, G Hodson, L Hodson, Mrs Kean, McKay, Ms Melling, Nolan, Oliver, Mrs Stephenson and Wright.

TERMS OF REFERENCE

1. To undertake a review entitled 'Cycling in West Lancashire'.
2. To examine the priorities for linking key educational, employment and tourist attractions in West Lancashire.
3. To present a report of the Committee's findings to Cabinet and Council, as appropriate.

OBJECTIVES

The present –

- To understand what studies have been undertaken to date regarding cycling in the Borough.
- To understand current policies in relation to cycling in West Lancashire.
- To understand on-going and proposed initiatives in relation to cycling.

The future –

- To improve elected Members knowledge of transport studies/initiatives
- To identify possible future ways of working in partnership with neighbouring authorities and respective cycling organisations.
- To identify ways of promoting cycling across the Borough to improve health and well-being and help reduce the Borough's carbon footprint.
- To utilise West Lancashire's unique topography and location to promote West Lancashire as a cycling destination, helping to promote the Borough's visitor economy.
- To encourage cycling initiatives to help promote cycling to places of work/education helping to reduce congestion across the Borough.

Comparison:

An understanding of cycling initiatives within the County that could be relevant to West Lancashire and the benefits that have resulted.

Resources:

The Council's Borough Planner will provide technical support and guidance.
Officers across the Authority to be consulted as appropriate.
External contributions as identified during the course of the review.
Any funding requirements will be included in the recommendations of the Committee.

INFORMATION

The Sefton/West Lancashire Visitor Economy Project – The Local Sustainable Transport Fund (LSTF)

<http://www.sefton.gov.uk/default.aspx?page=11079>

Cycling in West Lancashire (West Lancashire Borough Council)

Cycling Lancashire

http://www.westlancsdc.gov.uk/living_in_west_lancs/roads_travel_and_transport/cycling.aspx

Sustrans

<http://www.sustrans.org.uk>

CTC – The UK national cyclists' organisation

<http://www.ctc.org.uk/>

Witnesses:

| Who? | Why? | How? |
|--|---|--|
| Mr Alasdair Simpson, LCC Environment Directorate | To provide up-to-date information on cycling initiatives within the County, particularly those which are/could be of benefit to West Lancashire. | Attendance at a meeting |
| Mr Rob Hancock, Sustainable Travel Team, LCC | To give an overview of the different Travel Plan Types and their objectives | Attendance at a meeting. |
| Representative from Edge Hill (Ms Julia Dickinson, Environmental Safety Officer) | To share knowledge on cycle travel initiatives being undertaken/encouraged by the University. | Attendance at a meeting or in written form. |
| Project Manager/Director (Ms Maureen Fizzall) – Execelcic, West Lancashire Community Recycling Service (WLCRS) | To provide an insight into the work of WLCRS in relation to the recycling of cycles. | Attendance at a meeting. |
| Neighbouring Local Authorities | To share knowledge on cycling programmes/initiatives operating in their areas. | Update on behalf of Borough Planner at meetings. |
| Portfolio Holders for Planning & Technical Services, Health & Leisure, Community Safety and Regeneration | The Portfolio Holders whose remit includes that of planning, transportation, environmental strategy, health and leisure, community safety and regeneration. | Attendance as required. |

| Site Visits | |
|--|--|
| Where? | Why? |
| WLCRS | To observe the operation of and hear about the work of the service in relation to the recycling of cycles. |
| ESTABLISH WAYS OF WORKING | |
| <u>Officer Support</u> | |
| <p>Lead Officer (Environmental Overview & Scrutiny Committee 2011/12) - Jayne Traverse, Borough Economic Regeneration and Strategic Property Officer</p> <p>Lead Officer (Corporate and Environmental Overview & Scrutiny Committee 2012/13) – Dave Tilleray, Assistant Director Community Services</p> <p>Scrutiny Support Officer – Cathryn Jackson, Principal Overview and Scrutiny Officer</p> | |
| Officers reporting as and when required – | |
| <p>Ian Gill (Deputy Borough Planner)</p> <p>Dominic Carr (Planning Officer)</p> | |
| Reporting Arrangements | |
| <p>The Borough Planner, or Officers on his behalf, will contribute to the technical aspects of the review.</p> <p>The Assistant Director Community Services, or Officers on his behalf, will contribute as required.</p> <p>The Assistant Director Housing & Regeneration, or Officers on his behalf, will contribute as required.</p> <p>The Lead Officer (Borough Economic Regeneration and Strategic Property Officer) / Scrutiny Support Officer (Principal Overview and Scrutiny Officer) will co-ordinate the generic elements of the review.</p> <p>The Corporate & Environmental Overview and Scrutiny Committee to submit its report to Cabinet (March 2013 and Council (April 2013), as appropriate.</p> | |
| TIME SCALES | |
| Meeting 1 – 7 July 2011 | |
| The review topic is agreed. | |
| Site Visit – 28 October 2011 – Execelcic West Lancashire Community Recycling Service (WLCRS) – To observe/hear about the recycling of cycles service. | |
| Meeting 2 – 3 November 2011 | |
| To agree the Project Plan. | |
| To receive a presentation from Alasdair Simpson and Rob Hancock (Sustainable Travel Team, LCC) on the work being undertaken in the Borough in relation to cycling initiatives and provide information on “Travel Plans”. | |
| To receive a presentation on behalf of the Borough Planner on the Local Transport Plan, current schemes and the Local Sustainable Transport Fund (LSTF). | |
| To receive a presentation from the Project Manager/Director of Execelcic West Lancashire Community Recycling Service as a follow-up to the visit undertaken in October. | |
| To identify the next steps in the project. | |

Meeting 3 – 23 February 2012

To receive a presentation from a Julia Dickinson of Edge Hill University in relation to alternative transport initiatives, particularly related to cycling, currently being undertaken at the University.

To receive a written report or presentation from Martin Trengove of West Lancashire Community Voluntary Service (CVS) to hear about current or future projects, if any, that may or could have links to the review topic.

To receive a general update on behalf of the Borough Planner on initiatives linked to the review topic.

To review the Project Plan.

Corporate and Environmental Overview & Scrutiny Committee:**Meeting 4 - 5 July 2012**

To receive an update on behalf of the Borough Planner on the LSTF and other contributions as identified.

To agree future progress.

To review the Project Plan.

Meeting 5 – 25 October 2012

To receive a general update.

Meeting 6 – 13 December 2012

Conclusion of the review.

To receive the draft final report and agree the final recommendations for submission to Cabinet and Council, if applicable.

To confirm the review date.

INFORMATION GATHERED

TO BE ADDED

CONCLUSION:

To be inserted at the end of the review.

RECOMMENDATIONS:

To be inserted following the conclusion of the work of the Committee.

REVIEW DATE: t.b.a.