

Joint Committee for Transport for Norwich

Date: 21 July 2022

Time: 2pm

Venue: **Virtual** (Microsoft Teams)

Membership :

Cllr Martin Wilby (Chair)
Cllr Barry Stone (Vice Chair)
Cllr Ian Moncur
Peter Joyner
Cllr Kay Mason-Billig
Cllr Emma Corlett
Cllr Mike Stonard
Cllr Ian Stutely
Cllr Brian Watkins

Norfolk County Council
Norfolk County Council
Broadland District Council
New Anglia Local Enterprise Partnership (LEP)
South Norfolk District Council
Norfolk County Council
Norwich City Council
Norwich City Council
Norfolk County Council

This meeting will be live streamed on YouTube. You can view the meeting by clicking on the following link: https://www.youtube.com/channel/UCdyUrFjYNPfPq5psa-LFIJA/videos?view=2&live_view=502which

**For further details and general enquiries about this Agenda
please contact the Committee Officer:**

Jonathan Hall on 01603 679437
or email committees@norfolk.gov.uk

Agenda

1 To receive apologies and details of any substitute members attending

2 Minutes

Page 4

To confirm the minutes of the meetings held on 13 January 2022 & 24 March 2022.

3 Members to Declare any Interests

If you have a **Disclosable Pecuniary Interest** in a matter to be considered at the meeting and that interest is on your Register of Interests you must not speak or vote on the matter.

If you have a **Disclosable Pecuniary Interest** in a matter to be considered at the meeting and that interest is not on your Register of Interests you must declare that interest at the meeting and not speak or vote on the matter

In either case you may remain in the room where the meeting is taking place. If you consider that it would be inappropriate in the circumstances to remain in the room, you may leave the room while the matter is dealt with.

If you do not have a Disclosable Pecuniary Interest you may nevertheless have an **Other Interest** in a matter to be discussed if it affects, to a greater extent than others in your division

- Your wellbeing or financial position, or
- that of your family or close friends
- Any body -
 - Exercising functions of a public nature.
 - Directed to charitable purposes; or
 - One of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union);

Of which you are in a position of general control or management.

If that is the case then you must declare such an interest but can speak and vote on the matter.

District Council representatives will be bound by their own District Council Code of Conduct.

4 To receive any items of business which the Chairman decides should be considered as a matter of urgency

5 Progress with delivering Transforming Cities Fund schemes Report by the Director of Highways & Waste

Page 15

Tom McCabe
Head of Paid Services
County Hall
Martineau Lane
Norwich
NR1 2DH

Date Agenda Published: 13 July 2022



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Joint Committee for Transport for Norwich Minutes of the Meeting Held on 13 January 2022 at 2pm on Microsoft Teams (virtual meeting)

Present:

Cllr Martin Wilby (Chair)
Cllr Barry Stone (Vice-Chair)
Cllr Emma Corlett
Cllr Sue Lawn
Cllr Kay Mason-Billig
Cllr Mike Stonard
Cllr Ian Stutely
Cllr Brian Watkins

Representing:

Norfolk County Council
Norfolk County Council
Norfolk County Council
Broadland District Council
South Norfolk District Council
Norwich City Council
Norwich City Council
Norfolk County Council

Officers Present:

Alexander Cliff
Amy Cole
Jonathan Hall
Martin Oertelis
Stuart Payne
Ed Parnaby
Jeremy Wiggin

Title:

Highway Network Digital Innovation Manager
Project Engineer
Committee Officer
WSP Engineer
Project Engineer
Transport Planner
Transport for Norwich Manager, Norfolk County Council

1. Apologies for Absence

1.1 Peter Joyner was absent.

2. Minutes of last meeting

2.1 The minutes of the meeting held on 18 November 2021 were agreed as an accurate record.

3. Declarations of Interest

3.1 No interests were declared.

4. Items received as urgent business

4.1 There were no items of urgent business, but the Chair advised that with agreement of the committee item 6 Ipswich Road Active Travel Fund would be taken first before Item 5.

In addition, item 5 was complex, and it was agreed that it would be broken down into 4 key segments, namely Exchange Street and the surrounding area, St Andrew's Street and Duke Street, St Benedicts Street and other updates within the Connecting the Lanes scheme, with each segment being discussed in turn.

5. Connecting the Lanes

- 5.1 The Joint Committee received the report which outlined proposals for several elements of the Connecting the Lanes schemes that went out to consultation in 2021 and are a fundamental part of the strategy to improve the sustainable Transport networks across the city. Schemes presented for consideration and recommendation are:
1. A city centre eastbound traffic restriction on **St Andrews Street**, incorporating **Duke Street**;
 2. **Exchange Street** and the surrounding area;
 3. **St Benedicts Street** and **St Margaret's Street**; and
 4. Updates on **other schemes** within **Connecting the Lanes** that were consulted on and some of these would be brought back to a future meeting.
- Public consultation on the Connecting the Lanes schemes was carried out in the summer of 2021 and nearly 1000 people responded. A specific question that came out of the consultation was whether access and loading times could be reviewed and changed from the current arrangement of allowing access and loading from 5pm to 10am to between 4pm and 10am. This proposal was subsequently consulted on separately and revisions reported to the committee. The scheme elements were presented separately to aid discussions.
- 5.2 The Transport for Norwich Manager introduced the report to the Joint Committee in four different stages and advised:

Exchange Street and surrounding area

- The provision of a 3.5 tonne delivery route to enable small van access at all times was specifically requested by the Norwich BID and local businesses and enables smaller deliveries to be made throughout the day at all times. Other deliveries in this area can be made after 4pm or before 10am and would be consistent with other city centre areas
- St Peter's Street will remain unchanged, with two-way traffic permitted with low volumes of northbound traffic due to the Exchange St restrictions as is the case currently.
- Local businesses and market traders requested that commercial vehicle loading and unloading on Gaol Hill should be extended to 20 minutes. The proposal would be more straightforward to enforce.
- The proposal to change the time restriction on the existing disabled parking bays on Theatre Street was removed as a recommendation as any changes to on street city centre disabled parking should be undertaken as part of a wider review, which has not yet been undertaken.
- There was an ambition for Exchange Street to be paved in a similar style to Gentlemans Walk, if general traffic was removed permanently, subject to appropriate future funding being secured.

- 5.3 The following points were discussed and noted:
- The concerns from the Police about general access to and from Bethel Street had been answered. It was noted since the scheme at Grapes Hill had been completed that traffic flow on to the inner ring road was greatly improved. The Police would still be able to access Exchange Street in an emergency or direct traffic down that route if required.

- Concerns about longer journey times to the railway station for taxis were expressed and the environmental effect that this would have.
- The relocation of the taxi rank in the area was not part of the proposals and would be brought back to the committee at a later date. Early consultations with various groups had produced a divergence in views.
- Although through traffic would be prevented from using Exchange Street, vehicles would still be able to access the area, although it was hoped that significant signage would deter most motorists entering the area and from having to turn round at the bottom of Gaol Hill.
- It was noted that Norwich BID wished to be more involved in understanding the traffic modelling that had been undertaken before making further comment.
- Elderly people, although not necessarily blue badge holders, may be more inconvenienced if dropping off on Gaol Hill was a deterrent.
- Access to the disabled parking spaces on Gentlemans Walk and London Street remained unaffected.
- It was thought generally that the proposals encouraged greater use of walking and cycling and made the city centre a more attractive place for all residents and visitors.
- The temporary closure of Exchange Street had been in place for the last 18 months without too many issues arising, although it was felt that the pandemic may have an effect on traffic levels and footfall.

5.4 St Andrews Street and Duke Street

The Transport for Norwich Manager introduced this part of the report and advised:

- That 52% of those that responded to the consultation liked the proposals to restrict eastbound traffic on St Andrews Street and improve Duke Street (33% disliked).
- Any vehicles using Exchange Street would only be able to turn left into St Andrew's Street. Emergency vehicles responding to emergency calls will be permitted to travel eastbound on St Andrews Street.
- Vehicles will be required to turn left from Charing Cross into Duke Street as they will not be able to travel eastbound along St Andrews Street.
- Footways would be widened on St Andrew's Street and the northern end of Duke Street.
- A 2-way fully segregated cycle track would be installed on Duke Street and St Andrew's Street.
- Zebra and parallel crossings will be provided on St Andrew's Street.
- A new loading bay would be provided on Charing Cross that can be used as a loading bay during the day and a taxi bay at night. A new loading bay will also be provided on St Andrew's Street.
- Traffic will be prevented from driving from Duke Street to Colegate through the Premier Inn car park.
- The traffic flow and cycle contraflow on Muspole Street will be reversed preventing motorists bypassing the St Andrew's Street eastbound restriction.

- 5.5 The following points were discussed and noted:
- It was noted that vehicles coming from the west would find access to St Andrew's Hall more restricted than currently.
 - Concerns were raised that no right turn by St Andrews Street would place more traffic on the inner ring road.
 - On average 250 vehicles a day undertake the undesirable manoeuvre through the Premier Inn car park. These manoeuvres happen at anytime and did not appear to be related to the nearby school's drop off and pick up times.
 - The proposals promote behavioural change by encouraging the use of walking and cycling. It was noted that a million additional bike miles had taken place since the arrival of the Beryl Bikes scheme in Norwich and this change had to be accommodated by reducing general traffic from unsuitable areas.
 - A provisional confirmation of funding from Greater Norwich Growth Board had been received for the Wensum Missing Link project.

5.6 St Benedicts Street and St Margaret's Street

The Transport for Norwich Manager introduced this part of the report and advised:

- Since the Summer of 2020, St Benedicts Street has been a pedestrian and cycle zone between St Margaret's Street and Charing Cross with loading permitted at any time. There has been no entry (except cycles) into the street from Charing Cross. General traffic is therefore prohibited and some business have been granted licenses for outdoor seating.
- Overall 54% of those that had responded to the consultation liked the proposals for St Benedicts Street and St Margarets Street, whilst 32% disliked the proposals.
- The pedestrian and cycle zone between St Margaret's Street and Charing Cross would become permanent.
- Loading bays on St Benedict's Street and St Margaret's Street would be provided.
- Pay and display parking, disabled parking and Car Club parking would be provided on St Benedict's Street to the west of its junction with St Margaret's Street.
- Loading and waiting prohibition on the west corner of St Benedict's Street and St Margaret's Street would be introduced Street to improve visibility.
- Current ambiguity with loading and parking arrangements arising from the current temporary arrangements will be resolved.

- 5.7 The following points were discussed and noted:
- Generally, traders and residents were positive about the proposals. Initial issues concerning enforcement of traffic regulations had now been resolved.
 - The introduction of licenses for outdoor seating for some business had been well received and added to the overall ambiance of the area.

5.8 Updates on other proposals within Connecting the Lanes Scheme

The Transport for Norwich Manager introduced this part of the report and advised:

- Wensum Missing Link: 245 people had provided comments on this scheme and there was overall support. Confirmation of funding on this scheme is awaited before proceeding with further development work.
- St Mary's Plain: the proposed scheme to prevent traffic turning left from Duke Street into St Mary's Plain has been removed following traffic survey information and feedback received during the consultation. Although traffic survey data suggests that this route is being used as a short cut, it is considered that the inconvenience it would cause to residents and emergency services would outweigh any benefits at this time. The provision of a zebra crossing at this location will be reviewed at a later date subject to available funding
- St Giles Street: there was overall support for the proposals. Further design work is needed on this scheme before this is brought back to this committee for consideration.
- Guildhall Hill: Proposed relocation of the taxi rank required further work to be undertaken and this will be brought back to a future Committee meeting.

5.3 The Joint Committee considered the scheme and **agreed to recommend** to the proposals as follows:

1. The proposals and statutory procedures for Exchange Street and associated streets as shown on Appendix D and outlined below:

- a. Pedestrian and cycle zones to be closed to motorised traffic except for loading between 4pm and 10am;
- b. Reversal of the one-way restriction on Upper Goat Lane;
- c. Provision of a 3.5 tonne weight restricted loop to enable small van access for loading at all times;
- d. St Peter's Street northbound will become a no through route in practice due to the other restrictions proposed and signage will be provided to allow drivers adequate time to turn around if required;
- e. Loading for commercial vehicles only on Gaol Hill, time restricted to 20 minutes (no return within 1 hour).

2. The proposals and commencement of statutory procedures for St Benedict's Street and St Margaret's Street as shown on Appendix C and outlined below:

- f. Make permanent the pedestrian and cycle zone between St Margaret's Street and Charing Cross which allows loading and access at all times with no entry (except cycles) into St Benedict's Street from Charing Cross;
- g. Provision of loading bays on St Benedict's Street and St Margaret's Street;
- h. Provision of bays for pay and display parking, disabled parking and Car Club on St Benedict's Street to the west of its junction with St Margaret's Street;
- i. Introduce loading and waiting prohibition on the west corner of St Benedict's Street and St Margaret's Street.

3. The City Centre Eastbound through-traffic reduction scheme (incorporating Duke Street and St Andrew's Street) and associated statutory processes as shown in Appendix B and outlined below:

- j. Force residual vehicles to turn left from Exchange Street into St Andrew's Street;
- k. Force vehicles to turn left from Charing Cross into Duke Street;
- l. Widen footways on St Andrew's Street and the northern end of Duke Street;
- m. Install 2-way cycle tracks on Duke Street and St Andrew's Street;
- n. Provide zebra and parallel crossings as shown (including the removal of traffic signals on St Andrew's Street);
- o. Provide a bay on Charing Cross to be used as a loading bay during the day and a taxi bay at night. Provide a loading bay on St Andrew's Street;
- p. Prevent vehicles driving from Duke Street to Colegate through the Premier Inn car park which will include a no entry restriction on Colegate immediately east of the car park exit;
- q. Reverse traffic flow and cycle contraflow on Muspole Street (to prevent motorists bypassing the St Andrew's Street eastbound restriction).

4. To note the updates provided on all elements of the Connecting the Norwich Lanes proposals including the Wensum Missing Link, St Mary's Plain and St Giles Street and consideration of relocating the taxi rank on Guildhall Hill and acknowledge that further information will be provided on some elements at future Joint Committee meetings.

6. Ipswich Road Active Travel Fund

6.1. The Joint Committee received the report and following the scheme proposals presented to the Transport for Norwich Joint Committee in October 2021, further engagement had been carried out with local members, Town Close School and the City College to further develop the proposal to introduce mandatory cycle lanes that offer cyclists protection from general traffic, whilst continuing to allow vehicle access to both Town Close School and City College. The paper outlined the further engagement that has been carried out and presents two options for the consideration of the committee for mandatory cycle lanes on Ipswich Road.

6.1.2 The Transport for Norwich Manager introduced the report to the Joint Committee:

- Some proposals within the scheme were brought to this committee in October 2021 and were agreed. However, officers were asked to review whether there were alternative options for segregated cycle lanes to remain but where consideration was given to concerns raised around loss of on-street parking on Ipswich Road

- Further engagement with Town Close School, City College and local members presented two options for consideration by the committee for mandatory, segregated cycle lanes to be implemented on Ipswich Road. These proposals are fully consistent with central government's requirement that this funding should be used to physically separate and protect cyclists from high volume motor traffic at junctions and on the stretches of road between them.
- Members are asked to note that further work is being undertaken to identify appropriate interventions to reduce vehicle speeds and address concerns over parking on Town Close Road.

Option A

This option presented mandatory, segregated cycle lanes on both sides of the road from the Harford Manor School to the St Stephens Road / Newmarket Road junction. Parking restrictions would be provided along this length.

Option B

This option also presented mandatory, segregated cycle lanes on both sides of the road. On the City College side, these extend the same length as in Option A. However, on the Town Close School side, the segregated cycle lane is shorter in length and extends from opposite the junction with Cecil Road to the St Stephens Road / Newmarket Road junction. Parking restrictions would be provided where the cycle lane is but the existing parking bay near Lime Tree Road would remain and the existing coach bay would become available for general parking. This option therefore provides more on-street parking than Option A (where these parking areas are removed and replaced by the cycle lane), albeit not directly outside the Town Close School or City College

Both Options

Elements that are common to both options are the removal of parking outside Town Close School and the relocation of Zone T parking onto Grove Avenue and Town Close Road

Whilst Option B retained a safe, segregated area for cycling in the busiest section of the road and tries to offer the most appropriate balance between catering for on-street parking and protecting those cycling through the area, Town Close School and City College remained concerned that without a significant change in behaviour, both options will heighten the pressure on the existing Town Close School car park drop- off/pickup arrangement, leading to congestion in the area

Both Town Close School and City College were very supportive of encouraging sustainable travel but both recognise the difficulty in encouraging this when so many vehicles are accessing their sites and travelling through the area.

Both options represent very high value for money in government appraisal terms.

6.2 The following points were discussed and noted:

- It was felt that option A provided full benefits for walking and cycling whereas Option B was limited in its effect around drop off and pick up times during school terms only.
- Concerns were raised that if Option B was selected parents of the school

children had previously indicated they did not like this option and their behaviours would not change.

- Option B was considered by some members to be a reasonable compromise although it was felt that maybe discussions with City College should continue to see if a drop off point on their premises could be arranged.
- It was noted that engagement with residents by local members indicated a preference for Option A.
- It was thought by some members that the park and ride facility offered by Option A was unreasonable for younger children attending the pre school (ages 3 to 4) to walk the distance required to the school.
- It was noted that most City College students did either use public transport or walked and cycled to the college.

6.3 The Joint Committee **agreed to recommend** to:

1. Option B presented in Appendix B, the option enabled the construction of segregated mandatory cycle lanes on Ipswich Road, as well as the removal and relocation of permit parking and the reduction and relocation of time-restricted parking.
2. To commence the statutory procedures associated with the chosen option from Recommendation 1 and progress with the new legal Traffic Regulation Orders (TRO) and any amendments to existing TROs.
3. Note the further work being undertaken to identify appropriate interventions to reduce vehicle speeds on Town Close Road and address concerns over parking.

The Meeting ended at 3.42pm

Next meeting: 24 March 2022

**Cllr Martin Wilby, Chair,
Joint Committee for Transport for Norwich**



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**Joint Committee for Transport for Norwich
Minutes of the Meeting Held on 24 March 2022 at 2pm
on Microsoft Teams (virtual meeting)**

Present:

Cllr Martin Wilby (Chair)
Cllr Barry Stone (Vice-Chair)
Cllr Emma Corlett
Cllr Kay Mason-Billig
Cllr Mike Stonard
Cllr Ian Stutely

Representing:

Norfolk County Council
Norfolk County Council
Norfolk County Council
South Norfolk District Council
Norwich City Council
Norwich City Council

Officers Present:

Alexander Cliff
Durga Goutam
Jonathan Hall
Kat Hulatt
Stuart Payne
Jeremy Wiggins

Title:

Highway Network Digital Innovation Manager
Senior Engineer
Committee Officer
Head of Legal Services
Project Engineer
Transport for Norwich Manager, Norfolk County Council

1. Apologies for Absence

- 1.1 Apologies were received from Peter Joyner, Cllrs Brian Watkins and Sue Lawn.

2. Minutes of last meeting

- 2.1 It was agreed that the minutes of the meeting held on 13 January 2022 would be presented at the next meeting for approval following a request from Cllr Corlett.

3. Declarations of Interest

- 3.1 No interests were declared.

4. Items received as urgent business

- 4.1 Kat Hulatt, Head of Legal Services provided an update of the committee's status following queries that had arisen prior to the meeting. The committee were advised that the terms of reference indicated that this was an advisory committee and that decisions were made by the Cabinet Member (Cllr Wilby – Chair) with a delegated Cabinet Member decision notice being published with an opportunity for members to call in that decision via the scrutiny committee. A report providing more detail would be presented to the committee at the next meeting and would be made available prior to all members and their Council's Monitoring Officers. Cllrs Corlett, Stutely and Stonard decided to leave the meeting at this point, however Kat Hulatt had advised that due to the recommendations of the only report on the agenda, the meeting could continue.

2.19pm Cllrs Corlett, Stutely and Stonard left the meeting.

The quorum of the meeting, as stated in the terms of reference is 6 and therefore the meeting was no longer quorate. Kat Hulatt reiterated her previous advice and the meeting continued.

5. Connecting the Norwich Lanes – St Giles Street

5.1 The Joint Committee received the report which outlined proposals for a scheme on St Giles Street which was being funded by Department for Levelling Up, Housing and Communities Towns Fund.

5.2 The Transport for Norwich Manager introduced the report to the Joint Committee in and advised:

- A public consultation on the 'Connecting the Lanes' proposals was carried out in summer 2021, which provided the opportunity to seek high level feedback on initial proposals for St Giles Street.
- There was strong support for sustainable drainage, tree planting, seating and pedestrian crossing points, with particularly strong support for widened footways in general, as well as in areas with the potential for outdoor seating to support hospitality businesses. Some concerns were raised around the need to ensure businesses' needs for loading and parking' were met and that outdoor licenced seating would not restrict footway space.
- The design has developed in response to initial feedback to maximise footway space and there is a net increase in loading space. This has been achieved by reducing the extent of pay and display spaces (approx. 5-6 spaces) and it is proposed to reduce the number of Car Club spaces by 1 vehicle. Parking will continue to be available at the nearby St Giles multi-storey car park and infrastructure will be installed as part of the scheme which would allow an electric vehicle charging point to be installed to support the Car Club.
- The permanent closure of Exchange Street to general traffic (planned for implementation in summer 2022) will mean that St Giles Street is no longer a through route for general traffic trying to reach the north and east of Norwich. The reduction of through traffic and measures proposed above will make St Giles Street a more pleasant area within which to walk, cycle and rest and encourage footfall in the area and surrounding areas such as Upper St Giles.
- Access to St Giles multi-storey car park will continue to be from the western end of St Giles Street, as is currently the case
- The public consultation will help to further inform the final detailed design, which will be brought back to a future meeting of this committee for consideration

5.3 The following points were discussed and noted:

- Concerns were expressed that by narrowing St Giles Street cars queueing for St Giles Car park would be impacted creating congestion.
- The location of loading bays would need to be carefully considered as not to compromise any outdoor seating for certain premises along the street.
- The street may not have the best ambience for outdoor seating and that further consideration should be given as to whether any outdoor seating is desirable.
- EV charging points would be put in place along the street to help meet the Council's wider strategy on providing renewable energy resources.

5.4 The Joint Committee **agreed to recommend** to the Cabinet Member to:

- Proceed to a public consultation on the emerging proposals for St Giles Street.

The Chair, Cabinet Member Cllr Wilby said he would proceed to a delegated decision notice based on the above recommendation.

The Meeting ended at 2.33pm

Next meeting: 28 June 2022

**Cllr Martin Wilby, Chair,
Joint Committee for Transport for Norwich**



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Transport for Norwich Joint Committee

Item No:5

Report Title: Progress with delivering Transforming Cities Fund schemes

Date of Meeting: 21 July 2022

Responsible Cabinet Member: Cllr Martin Wilby (Cabinet Member for Highways, Infrastructure & Transport)

Responsible Director: Grahame Bygrave – Director of Highways, Transport & Waste

Is this a Key Decision? No

If this is a Key Decision, date added to the Forward Plan of Key Decisions: N/A

Executive Summary / Introduction from Cabinet Member

The Department for Transport (DfT) has awarded Norwich £32m capital funding through the Transforming Cities Fund (TCF). Norfolk County Council's successful application is based on a vision to "Invest in clean and shared transport creating a healthy environment, increasing social mobility and boosting productivity through enhanced access to employment and learning".

This report provides a summary of progress on delivering schemes funded through the TCF fund.

Recommendation:

1. To note progress on delivering schemes funded through the Transforming Cities Fund (TCF) fund.

1 Background and Purpose

- 1.1 Norfolk County Council (NCC), in partnership with Norwich City Council, Broadland District Council and South Norfolk Council has secured £32m of funding from the Transforming Cities Fund (TCF) to deliver a range of

schemes along identified corridors with the aim of making it easier to access jobs, training and retail areas by making improvements to support sustainable modes of transport.

- 1.2 In total, there are 31 separate schemes funded through the TCF fund.

2 Progress to date

- 2.1 To date, 9 schemes have been fully completed, 5 schemes are under construction or being delivered, 3 schemes have been approved for construction and a further 6 schemes have progressed to the stage of consultation. We were the first local authority to receive TCF funding and deliver a scheme on the ground and work is underway on all remaining schemes. Large schemes currently being built on St Stephens Street and Norwich rail station are progressing well. We recognise the frustration these schemes can cause in terms of temporary changes to traffic flows, bus services and pedestrian / cycle routes and we are working hard to deliver these schemes as soon as possible.
- 2.2 Progress has been set against a backdrop of the COVID-19 pandemic and the challenges this has brought in terms of changes in working practices, social distancing, disruption to supply chains and availability of resources. More recent challenges have included the situation in Ukraine and impacts on the costs of raw materials and utilities.
- 2.3 The deadline for delivery of TCF funded works set out by government is end-March 2023. However, the Department for Transport has a process in place where councils can seek permission for their TCF programmes to be amended, such as through changes to the scope and/or cost of projects and timescales for delivery. We are constantly monitoring the schedule of upcoming improvement schemes to determine the scope of works and when they need to be carried out. We are liaising with DfT about schemes that are yet to be delivered and which will extend into 2023/24.

3 Impact of the Proposal

- 3.1 A full programme of external and internal monitoring and evaluation of the schemes that have been delivered is underway in Norwich and in all other UK cities that received TCF funding. This will consider a wide range of factors such as bus and rail passenger numbers, bus journey times and bus service reliability, numbers of people cycling and walking, changes in traffic levels and routing, air quality and stakeholder feedback.
- 3.2 For schemes that have been delivered to date, initial impacts have been identified. More detailed impacts will be known once the external monitoring and evaluation programme is more established in the coming months. Impacts identified to date include the following:

- The Thorpe Road bus contraflow scheme has seen average journey times for buses reduce by up to 1min 30secs in the off-peak and up to 2mins 30secs in the peak. Cycle monitoring data is indicating that those cycling into the city centre are using the contraflow bus lane (a routing that wasn't previously possible due to the road layout);
- The Grapes Hill junction works have reduced bus journey times across the junction by at least 2mins in the morning peak and even more in the evening peak. Initial evidence indicates general traffic is moving better through the junction;
- The new inbound bus lanes on Cromer Road and Aylsham Road are saving buses up to 3mins journey time at peak periods and are enabling journeys to be consistent. It should be noted that a specific review of these bus lanes is being conducted now that this scheme has been in place for 6 months in response to concerns raised about impacts on local businesses;
- Buses are able to use South Park Avenue without the previous difficulty of passing each other, with journey times now more consistent and reliable;
- Improvements to the Marriotts Way cycle and pedestrian route, which saw a previous section upgraded to a higher standard of surface, has resulted in this new section now being the dominant route used in this area;
- Businesses have responded positively to the works at Tombland, commenting that customers are enjoying food and drink outdoors.

4 Evidence and Reasons for Decision

- 4.1 A full programme of external and internal monitoring and evaluation of the schemes that have been delivered is underway in Norwich and in all other UK cities that received TCF funding.

5 Alternative Options

- 5.1 If we did not deliver the TCF projects, we would fail to provide the enhancements and benefits for walking, cycling and public transport, which would undermine our ability to deliver transport options that consider all highway users and enable enhancements in air quality, health and accessibility. Projects delivered to date have shown the benefits that are already being realised (see Section 3 above).
- 5.2 Lessons learnt from the delivery of schemes in Norwich and cities across the UK is being collated by the Department for Transport and will be made available to inform future scheme design and delivery.

6 Financial Implications

- 6.1 To date, we have spent £13.2m of the funding secured for the TCF programme. Financial spend is closely monitored throughout the delivery of the programme.

7 Resource Implications

- 7.1 Staff: The TCF programme is being designed and delivered using existing resources working in partnership with other District council officers and partners.

- 7.2 Property: None.

- 7.3 IT: None.

8 Other Implications

- 8.1 Legal Implications

NPLaw are advising on any legal implications brought about by the schemes being delivered, such as the making of any Traffic Regulation Orders and any noticing requirements.

- 8.2 Human Rights Implications:**

Not applicable

- 8.3 Equality Impact Assessment (EqIA) (this must be included):**

Norfolk County Council has a duty to pay due regard to equality when exercising its public functions. An Equality Impact Assessment (EqIA) was produced for the wider TCF programme and separate EqIAs are produced for each individual scheme.

- 8.4 Data Protection Impact Assessments (DPIA):**

Personal data is handled in accordance with the County Councils data protection and privacy policies.

- 8.5 Health and Safety implications (where appropriate):**

Health and safety is considered in all aspects of highway improvement schemes delivered.

- 8.6 Sustainability implications (where appropriate):**

The TCF fund aims to make it easier for people to access jobs, training and retail, and also aims to respond to issues around air quality. Many of the proposal will have a positive impact on the environment by encouraging sustainable modes of transport.

- 8.7 Any Other Implications:**

None.

9 Risk Implications / Assessment

- 9.1 A risk register is maintained for the scheme as part of the technical design and construction delivery process.

10 Select Committee Comments

- 10.1 Not applicable.

11 Recommendation:

1. To note progress on delivering schemes funded through the Transforming Cities Fund (TCF) fund.

12 Background Papers

- 12.1 None

Officer Contact

If you have any questions about matters contained within this paper, please get in touch with:

Officer name: David Allfrey

Telephone no.: 01603 223292

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Transport for Norwich Joint Committee

Item No:6

Report Title: Amended Terms of Reference

Date of Meeting: 21 July 2022

Responsible Cabinet Member: Cllr Wilby (Cabinet Member for Highways, Infrastructure & Transport)

Responsible Director: Katrina Hulatt Assistant Director of Governance

Is this a Key Decision? No

If this is a Key Decision, date added to the Forward Plan of Key Decisions: n/a

Executive Summary

After some discussion regarding governance, and a linked governance report being issued, it has been discussed that the purpose of this body should be clarified.

Recommendations:

- 1. That the amended Terms of Reference be adopted by the Committee and recommended to Cabinet for endorsement**

1. Background and Purpose

- 1.1 Given some governance challenges, the Transport for Norwich Joint Committee raised concerns about governance and the role of the Committee. The terms of reference have been updated and are included at annex 1 for the committee to consider them and their implications.

2. Proposal

- 2.1 The terms of reference for this body have been updated to reflect the current legal position. However, they do remain the Committees own terms and it is

important that the Committee input on how the consider these meetings should progress.

3. Impact of the Proposal

- 3.1 Once agreed the terms of reference should be endorsed by the Cabinet

4. Evidence and Reasons for Decision

- 4.1 Confusion over the legal status of this Committee has lead to governance issues previously, therefore it is necessary to update the ToR and ensure that they are understood by all members.

5. Alternative Options

- 5.1 Do nothing which may result in confusion and further governance issues
- 5.2

6. Financial Implications

- 6.1 None
- 6.2

7. Resource Implications

- 7.1 **Staff:** The meetings will continue to be clerked by Norfolk County Council
- 7.2 **Property:** If meetings are in person then they will require a venue
- 7.3 **IT: None**

8. Other Implications

- 8.1 **Legal Implications:** included in the Terms of reference
- 8.2 **Human Rights Implications:** None

8.3 Equality Impact Assessment (EqIA) (this must be included):none

8.4 Data Protection Impact Assessments (DPIA): none

8.5 Health and Safety implications (where appropriate): n/a

8.6 Sustainability implications (where appropriate): n/a

8.7 Any Other Implications n/a

9. Risk Implications / Assessment

9.1 None

9.2

10. Select Committee Comments

10.1 None

10.2

11. Recommendations

- 1. That the amended Terms of Reference be adopted by the Committee and recommended to Cabinet for endorsement**

12. Background Papers

12.1

12.2

Officer Contact:

If you have any questions about matters contained within this paper, please get in touch with:

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Transport for Norwich Advisory Committee

Membership

Norfolk County Council
Norwich City Council
Broadland District Council
South Norfolk District Council
New Anglia LEP (private sector representative from the LEP Board with a Greater Norwich connection)

The County Council appoints 4 members (one of whom will be the Cabinet Member with responsibility for transport), Norwich City Council 2 members and the remaining bodies 1 member each.

Members will be able to nominate a substitute member from their local authority to attend meetings on their behalf

The Transport for Norwich Advisory Committee will be Chaired by the Cabinet Member present

All members of the Committee will have one, indicative vote each, to indicate support for proposals.

A quorum for the meeting will be 6 members to ensure a good level of debate and consideration

Terms of reference

The **Transport for Norwich Advisory Committee** is responsible for advising the Cabinet Member (usually the Cabinet member with responsibility for Highways, Infrastructure and Transport) on:-

- Developing business cases for funding, including development of individual Transforming Cities Fund schemes
- Overseeing the development and delivery of Transforming Cities Fund schemes, including carrying out and considering the results of public consultation and setting the timetable for delivery of schemes
- The development of the Transport for Norwich Strategy and its Action Plan.
- Overseeing development and delivery of significant work identified in TfN Strategy Action plans and providing guidance on longer term interventions.

The Transport for Norwich Advisory Committee shall:

- Make recommendations to the County Council's Cabinet/Cabinet Member on the direction of TfN strategy

- Make recommendations to the relevant delivery partner on the scope of work carried out under the TfN Strategy action plan
- Make recommendations on the outcome and delivery of work undertaken through the TfN Strategy Action plans.
- Make recommendations to the County Council's Cabinet/Cabinet Member on funding bids, including business cases
- Provide guidance on schemes to be developed which deliver the objectives agreed as part of any business cases
- Provide guidance on schemes to be delivered within the available funding.

Governance

This body advises the relevant Norfolk County Council Cabinet or Cabinet members, who will then ratify the decision. The ratifying member will have regard to the comments from this group and will take into account all other relevant matters prior to the ratification of any scheme.

Rules relating to access to meetings

Meetings of the Transport for Norwich Advisory Committee shall be held in person unless this is impracticable and all members agree to meet virtually

Agendas and minutes will be published in accordance with the County Council's usual procedures.