



**CITY & COUNTY OF SWANSEA
DINAS A SIR ABERTAWE**

SWANSEA CYCLE FORUM

**Minutes of Meeting – Wednesday 14 April 2010 at 10:00
Meeting Room 3 (3.2.7), Civic Centre**

Present:

Rob Wachowski	RW	CCS Environment Transportation Group
Ben George	BG	CCS Environment Transportation Group
Mike Cherry	MC	BikeAbility Wales (BAW)
Ellie Plenty	EP	Sustrans (Sust)
David Naylor	DN	UK Cyclists Organisation (CTC)

Apologies:

Ryland Jones	Sustrans (Sust)
Fraser Arnot	Sustrans (Sust)
Amy Crampton	CCS Environment Planning Services
Nerys Lewis	CCS Culture & Tourism
Eifion Francis	Wheelrights (WR)
Councillor Rob Speht	Cycle Forum Chairman

Item		Action
1.0	Apologies	
1.1	Apologies as above. It was noted that because of Easter a lot of people were still on holiday and CCS staff were having to provide cover so this should be considered in the future.	
2.0	Declarations of Interest	
2.1	None.	
3.0	Minutes of the Last Meeting	
3.1	Agreed.	
4.0	Matters Arising	
4.1	RW 4.2 – Has not yet been able to circulate notes of meeting with Gorseinon Development Trust (GDT) but will endeavour to do so. *Post meeting note – these have now been circulated.	RW
4.2	DN 4.3 / 8.4 – The land issues are still being negotiated and an initial design site survey has been carried out. David Judd is being employed through Sustrans to assist with route alignment and design.	
4.3	RW 5.2 – RW has met with Mark Thomas (MT), Group Leader for Traffic to discuss the road markings and a site visit was made by his staff to evaluate the use of the elephant's feet markings. At the moment it was felt that only one of the junctions could be treated in this way because of safety issues and this will be progressed in the near future.	RW

Item		Action
4.4	<p>BG 12.7 – The improvement works planned for High Street station are due to start in June/July and will be a 12 month contract. This will include upgrading of signage and increased cycle parking including externally underneath the new canopy but details were not available.</p> <p>DN asked if these details could be provided and BG will pursue this with Regeneration and the Welsh Assembly Government (WAG) whose scheme it is. DN wanted to know if WR could ask directly as well and MC said that there was a WAG consultation process for schemes that should make this possible.</p>	BG
5.0	CCS Cycle to Work Scheme	
5.1	<p>RW reported that the number of staff who have signed up for the scheme during the last 3 openings were 108, 70 and 60 respectively. Because of recent changes to the rules for the scheme it is unclear whether it will continue but efforts are being made to clarify the situation with HM Revenue and Customs (HMRC). The issues revolve around equality and whether CCS are able to provide a bike to all staff such as those under 18, on the minimum wage or on contracts of less than 18 months.</p>	RW
6.0	Overview Board Review Report	
6.1	<p>BG – Outlined the history behind the report.</p> <p>The Environment, Regeneration and Culture Overview Board identified the Cycling Strategy as its major Review Topic at its Board meeting on 23rd June 2008. The Scoping report for the review was subsequently approved on 8th September 2008.</p> <p>The Board is chaired by Cllr Rob Speht with Cllr Cheryl Philpott the Vice Chair. The purpose of the review was to develop and promote Cycling in Swansea as an environmental and healthy form of travel for both transportation and leisure. The review included;</p> <ul style="list-style-type: none"> • A public questionnaire • Face to face consultation and workshops with Year 9 pupils at Morrision Comprehensive School • A City Centre Cycle ride with Partners • Task and Finish groups (two held to date) <p>It was decided at an early stage that the main outcome of the review should be an action plan and not a statement or wish list.</p>	
6.2	<p>The report sets forwards a number of proposals and these will be implemented by the City & County of Swansea in the coming months and years. A number of the proposals have been agreed solely in principle at this stage and therefore require further discussion as to how they will be implemented. This is particularly true of those measures requiring ongoing financial support.</p>	
6.3	<p>DN said that WR commended the report and looked forward to the outcomes.</p>	
6.4	<p>DN thought that the report should include a commitment to 20mph zones and pointed to the success and local support for such schemes as demonstrated in Portsmouth and other places.</p> <p>RW referred to previous CCS Traffic section support for such zones and the recently scheme across all of Mount Pleasant. These zones are also considered in all new housing development applications. He suggested that a commitment to 20 mph zones be included in the Cycling Action Plan that is to be developed.</p>	RW

Item		Action
7.0	Boulevard	
7.1	<p>BG started by saying that the term European Boulevard had now been shortened to just Boulevard.</p> <p>There is presently £9 million Convergence Funding in place which can rise to as much as £18 million subject to match funding pots being secured.</p> <p>A Project Team and Board have been set up and are meeting regularly to establish a formalised concept design. There were a wide range of views being fed into the Boulevard design being fed in from areas such as Transport, Traffic, Planning and Regeneration and WR would be consulted on cycling matters.</p>	
7.2	<p>BG pointed out that whatever happens this will still be a strategic highway carrying in excess of 50k vehicles every day. He talked of the competing pressures and how it was important that cycling was not just going to be a tag on.</p> <p>RW tabled a drawing of the scheme showing key pedestrian and cycle cross links. Marked on the drawing were cycle routes that avoided the Boulevard so as to keep away from what was potentially an unpleasant cycling environment and provide a direct parallel option. This would probably be favoured by the board and could speed up the construction of the cross links.</p>	
7.3	<p>BG indicated where the first stage of the works would be and the location of single phase Toucan crossings. The redevelopment of Tesco and the St David's Centre would provide new links and there would be closures of some junctions and side roads to simplify traffic movements.</p>	
7.4	<p>DN reiterated the WR desire for a link on the south side of Oystermouth Road from West Way to the foreshore path at the western end of the Civic Centre car park. BG said that the Argyle Street junction would be included in the junction review, 7.3 above and could be altered to facilitate the West Way to Promenade link.</p>	
7.5	<p>MC thought that the scheme should be looking at how to reduce car traffic and there was a general discussion on the capacity of this highway to handle the traffic volumes associated with this through route, including the many bus movements.</p>	
7.6	<p>DN was concerned that the previous adherence to recommendations from access consultants may hinder the design of shared use facilities.</p>	
7.7	<p>Public Consultation will be key to the development of the final Boulevard design. It is presently anticipated that Consultation will commence during late summer 2010 and the views of the cycling fraternity will certain be sought.</p>	
8.0	Swansea Cycle Map and Parking Map	
8.1	<p>The issues causing the delay in distribution of the map have been resolved and EP has been busy applying WAG stickers to the front cover of each map as part of this. It is hoped to have some 30 boxes (6,750 maps) completed fairly soon. This is quite a task and EP should be commended for her efforts. RW has been distributing the maps and they are now available from all libraries, the Civic Centre and other outlets.</p>	
8.2	<p>DN asked if there is going to be an official launch and EP said she has been in contact with Alison Smith and Bob Carey from WAG to get a date. A list of attendees is required from all the parties involved and a venue is to be sought in a council building. A date during Bike Week is being considered.</p> <p>Ryland Jones will be contacting Cycle City Guides to get a compatible electronic version of the map for the CCS website.</p>	<p>ALL</p> <p>RJ</p>

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8.3	EP will be leaving Sustrans at the end of the month and the launch will be handled by Fraser Arnot. The Cycle Forum would like to thank Ellie for all her work and wish her well for the future.	
8.4	RW tabled drawings of the proposed cycle parking map for use on the CCS website. This shows the numbered location of all the cycle parking sites in the city centre area including the Patti Pavilion in the west, the railway station to the north and the Fabian Way Park & Ride and SA1 in the east. It is intended that the map will be interactive so that when you click on a parking location details will come up about the parking including a photo. This will be worked on at the end of May but in the meantime a basic map will be put on the website to show cycle parking.	
8.5	DN asked about the cycle route colours and RW said that the map is based on the new Swansea cycle map with all the same routes shown so they can be used in conjunction with each other.	
	9.0 Gower & Mawr Walking and Cycling Map	
9.1	RW tabled copies of the new Walking & Cycling (In Rural Swansea) leaflet that had just been received from the printers the previous day. Every one agreed that it was a very good publication and thanks go to all involved in the production.	
9.2	EP asked about the planned distribution of the leaflet and RW said he would get the details however he did know that it was intended to be circulated outside of the county as well.	
	10.0 Connect 2 – Clydach and Penclawdd	
10.1	EP – Clydach. The Planning consultation that took place in March with displays about the scheme in the Forge Fach Centre has been well supported including the questionnaire. One of the main issues raised was concern about the illegal use of motocross bikes but this will be addressed as the scheme develops. RW asked if the support was just localised and was told that there was a more general support from around the county as well. The link from High Street down to the canal has now been completed by the British Waterways (BW) contractor May Gurney. The cost of £50k included funding from the WAG Improvement Grant. Helen Davies is having ongoing talks with Vale Inco about the construction of the other links.	
10.2	The Memorandum of Understanding (MoU) was still being worked on but progress has been good recently. BG said the main focus has been the issue of future maintenance and that CCS Rights of Way (RoW) were not willing to maintain tarmac surfacing because of the perceived additional costs. Agreement is now being sought between the Directorates to resolve this. Site clearance is currently under way on the next section and being carried out by Future Jobs scheme labour.	
10.3	Inco have agreed the route alignments across their land and this is in the process of being formalised. An agreement is being sought with Network Rail (NR) for the route over their bridge.	
10.4	RW – Penclawdd. CCS have agreed with Sustrans about employing David Judd to assist with the design of the route and this is being progressed.	

Item		Action
11.0	Maintenance Budget and Regimen	
11.1	<p>RW reported that despite the council cutbacks the 2010/11 budget for cycling has seen an actual increase and outlined the figures as follows;</p> <p>Capital – £15K has been carried over from last year’s budget because it was earmarked for completion of the Loughor section of Route 4.</p> <p>Capital – £15K has been allocated as per the WAG recommendation for 5% of Local Authority highway budget to be set aside for cycling projects.</p> <p>Capital – £15K has been allocated from CCS Highway budget.</p> <p>Revenue – £21.5K has been allocated from the CCS Highway maintenance budget as in previous years.</p>	
11.2	<p>DN asked if the short incomplete section of NCN 4 in the Swansea Point development at the end of the promenade near the Trafalgar Bridge could be completed and RW said this is the responsibility of the developer and he would contact Gail Evans in Regeneration to pursue this.</p>	RW
11.3	<p>RW stated that he has recently completed a City & Guilds training course in Highway Maintenance Inspection and is now qualified as an inspector. He is now responsible for inspecting and reporting on the main sections of the National Cycle Network (NCN) and other routes on a 6 monthly and annual basis respectively.</p>	
12.0	Gower Cycling Festival	
12.1	<p>DN gave details about the preparation of a flyer for the event with the help of Nerys Lewis from Tourism and the Mumbles TIC. It is hoped to be ready for distribution by the end of the month. Promotion will be through various websites with a map and route descriptions being available to download. Details are on www.wheelrights.org.uk/gowercyclefest which will also include a booking form.</p>	
12.2	<p>A day trip to Devon using the Severn Link ferry to Ilfracombe is planned. Details await publication of their timetable.</p>	
12.3	<p>A £10 Festival Pass, which will entitle holders to take part in as many rides as they wish, is planned. Alternatively participants can pay £2 per ride. Concessions – children under 16 and the unwaged – are half price.</p>	
12.4	<p>WR have applied for marketing funding from Swansea Bay Tourism and await a decision. DN/RW are to look into this.</p> <p>WR are raising money through selling advertising space and sponsorship deals.</p>	DN/RW
12.5	<p>DN said that a notice about the Festival will be in the June/July issue of the CTC national magazine “cycling”.</p> <p>EP added that it is also on the Sustrans Cymru website.</p>	
12.6	<p>DN said that Assembly Member Jane Davidson was available to launch the event and that Martin Caton was not sure but hoped to attend.</p>	
13.0	A.O.B.	
13.1	<p>During the meeting there was a discussion about the cycle routes along the Kingsway and their suitability because of the location. This was going to be discussed at a meeting with Chris Vinestock in the near future and would be reported back.</p>	RW
13.2	<p>DN had met for a site visit with RW to look at the provision of secure cycle parking in the CCS city centre car parks. Two out of the three car parks were identified as suitable and this will be progressed with the Traffic section.</p>	RW

Item		Action
13.3	<p>Another earlier discussion was about the use of Park & Ride (&R) facilities by cyclists and how this could be administered. There is an issue about whether cyclists could drive to a P&R site, park their car and then cycle to their destination without buying a ticket. RW thought that the cost of parking a car in a secure place for the day was very low and therefore didn't think it was necessary for a separate cheaper ticket. There also didn't seem to be a logical need for people to cycle to a site, park their bike to take a bus to the city centre.</p> <p>BG added that motorists have been reported as walking to the Fabian Way site and then buying a ticket so that they could have inexpensive travel to the city centre and this was considered to be contrary to the aims of the park & ride services.</p> <p>RW suggested that a trial be set up for Park & Cycle at Fabian Way and promoted for Bike Week and will look into this.</p>	RW
13.4	<p>DN showed the group various cycling tourism products from Carmarthen and was pleased that the previously tabled Swansea rural cycling leaflet gave English language prominence, whereas the Carmarthen leaflets were easier to read by Welsh speakers. However there were more of the latter that promoted cycling and he wanted to know if there was any budget or funding for CCS to do the same and RW will raise this with Tourism.</p>	RW
13.5	<p>DN has been asked by Richie Saunders from the Cwmtawe Cycle Group to raise the fact that the Cork ferry are charging £20 return for bikes. DN pointed out that on another ferry to Ireland last year there was no charge for bikes and could CCS raise this with Tourism. RW didn't think this was a council issue and suggested that it be raised by national cycling organisations instead.</p>	
13.6	<p>MC showed the group a copy of an article from the magazine Cycling Plus about a study that took the country's 20 biggest cities and towns by population and ranked them using a series of factors including cycle commuter numbers, levels of bike theft, the number of traffic-free bike lanes, casualties, pollution and even rainfall. Pleasantly surprising was that Swansea was placed ninth. Click this link for more details Top 20 Cycling Cities</p>	
13.7	<p>MC raised concerns about the proposed Swansea Bay campus development not providing suitable cycling facilities to help reduce reliance on car travel.</p> <p>DN suggested that he raise this at the Sustainable Transport Cymru conference he will be attending. It is chaired by Lee Waters, national director of Sustrans Cymru, and DN will also want the issues of the Amazon roundabout and cycle facilities for Coed D'Arcy discussed.</p> <p>DN had been to previous consultations about the Fabian Way Transport Corridor led by consultants Arup and had proposed a south side route from Swansea to Briton Ferry. BG said that campus cycling routes are being considered and the scheme is at the planning stage. Despite the project being in Neath Port Talbot (NPT) there are Section 106 agreements in place with CCS for a financial contribution for highway measures including cycling but added that funding for the project is not yet secured.</p> <p>RW has already been working with CCS Development Control looking into the possibilities of cycle routes. He did not think that it was necessary to take a route all the way into Swansea on the south side of Fabian Way because this would cut out the new Sidings Bridge and make it necessary to negotiate several traffic junctions and there was also a problem with suitable width being available due to topography and land ownership. Instead a route is being considered with an at grade crossing to link to the existing NCN Route 4 on the north side.</p> <p>EP pointed to the Swansea student's group Go-Green as a contact for support for cycling and transport issues and will provide details.</p>	EP

Item		Action
13.8	<p>MC asked if CCS has any plans to implement National Standard cycle training to Levels 2 & 3 which involves on road instruction for school children. Several people have qualified as instructors in the Swansea area and they should be utilised. RW will contact the CCS Road Safety Team for an answer but pointed out that funding will be a key factor at the moment. He also suggested that because BAW has qualified staff that they advertise independently for the provision of Levels 2 & 3 cycle training for children and adults.</p>	
14.0	Date of Next Meeting	
14.1	<p>Wednesday 14th July 2010, 10:00 Committee Room 3, Civic Centre, Swansea.</p>	