

Witney LCWIP Steering Group

20th January 2022

16:00-17:30

Microsoft Teams session

Attendees

Name	Role
Odele Parsons (OP)	Chair, Senior Transport Planner, Cherwell and West, Oxfordshire County Council (OCC), Odele.Parsons@Oxfordshire.gov.uk
Kim Sutherland (KS)	Transport Planner, Cherwell and West, OCC, kim.sutherland@oxfordshire.gov.uk
Joaquim Muntane (JM)	Active and Healthy Travel Officer, OCC
Ben Chadwick (BC)	Transport Planner – Active Travel, OCC
Amrik Manku (AM)	Growth Manager Cherwell and West, OCC
Cllr Ted Fenton (CTF)	OCC cllr (Witney West and Bampton), West Oxfordshire District Council (WODC) cllr (Bampton and Clanfield)
Cllr Ruth Smith (CRS)	Witney TC cllr (Central), Chair Climate, Biodiversity and Planning Committee
Stuart Cole (SC)	Researcher in Oxfordshire County Council iHUB
Cllr Duncan Enright (CDE)	OCC cllr (Witney North and East) and Cabinet Member for Travel and Development Strategy, WODC cllr (Witney East), Witney Town Council (TC) cllr (Witney East)
Adam Clapton (AC)	Witney TC deputy town clerk
Cllr Andrew Prosser (CAP)	Witney TC cllr (Witney North), climate change emissions expertise
Richard Fairhurst (RF)	Local coordinator for Sustrans, editor of cycle.travel
Lily Paulson (LP)	Climate Change Officer, WODC, standing in for Vanessa Scott
Kevin Hickman (KH)	Wheels for Wellbeing, Director Windrush Bike Project
Amine Kabouchi (AK)	WODC, standing in for Emma Philips
Josh Lenthall (JL)	Active Oxfordshire charity focused on reducing inequality through active travel, community engagement experience
Jon Clark (JC)	Healthy Place Shaping Officer, WODC
Penelope Marcus (PM)	Hanborough Parish Council Chair
David Walker (DW)	Sustainable Woodstock and Villages Travel Network, standing in for Colin Carritt

Apologies

Name	Role
Jacqui Cox (JC)	Infrastructure Locality Lead Cherwell and West, OCC
Robin Tucker (RT)	Chair Oxfordshire Cycling Network
Kevin Arnold (KA)	Windrush Bike Project
Colin Carritt (CC)	Secretary and Vice Chair of Sustainable Woodstock

Matt Roebuck (MR)	Heathy Place Shaping Partner, WODC
Vanessa Scott (VS)	Climate Change Officer, WODC
Janice Bamsey (JB)	Senior Planning Policy Officer, WODC
Emma Philips (EP)	Market Town Officer, WODC
Nick Dalby (ND)	Forestry and Landscape Officer, WODC
Merilyn Davies (MD)	Portfolio holder for communities, WODC

Item	Minutes and Actions
Approval of minutes from previous meeting	<ul style="list-style-type: none"> Approved
Actions arising	<ul style="list-style-type: none"> Outstanding action: KS to add deprivation areas to network map
Progress report	<ul style="list-style-type: none"> Project Scoping Report was approved by the Active Travel Programme Board on 22nd November Preliminary engagement has been taking place using the online consultation portal Let's Talk Oxfordshire. Comments will be included in the auditing process. Consultation finishes 31st January Capability Funding will be used to acquire consultancy support this calendar year for developing the LCWIP. Initial focus will be to assist with network auditing and the stages following this Witney High Street traffic restrictions were approved in December and the traffic regulation order has now been made permanent. Design work is taking place to improve signage and restriction point at each end Stage 1 is now complete Stage 2 data has been gathered and the next step is to write this up Stage 3 and 4 network planning is in progress
Discussion topic: Developing the cycling and walking networks	<ul style="list-style-type: none"> Key trip generators that attract a lot of people, either from across Witney or more locally, have been identified and clustered where possible. There are more trip generators that have not been mapped, but the intention of the LCWIP is to establish a comprehensive network that will enable all destinations to be reached by walking and/or cycling Additional trip generators to consider mapping include WODC offices on New Yatt Road, Sainsburys, care homes, Witney Rugby Club on Hailey Road, dog walking facilities East Witney development area requires modifying (Action: KS) Primary routes have been identified and these are often direct routes that follow main roads and encompass trip generators that attract people from across Witney Connecting routes have been identified to join primary routes and encompass more local trip generators

	<ul style="list-style-type: none"> • Route classification may change during the auditing process • Connectors to review and include if not done so already: Farm Mill Lane, Windrush Place to town via Curbridge Road, Puck Lane, Bridge Street – New Bridge Street. • The town centre core walking zone will be subject to a more thorough audit • Five Ways roundabout, Bridge Street double mini roundabout and Ducklington Lane roundabout will be subject to a more thorough audit • Consider A4095 to Bampton as an alternative to the B4449 mapped in the wider geographic scope. Agreed to audit both routes to determine which is more appropriate to include in the network. Also consider Mount Owen Road and the disused railway line as a potential route. See Study from 2011. • Need to ensure future routes within the East Witney SDA and connections to these are considered • New bridleway on New Yatt Lane may provide an alternative quiet route to North Leigh. Paul Harris is leading on greenways initiative and can provide more information. • Action: KS to add additional trip generators to network map • Action: KS to modify East Witney SDA presentation on map • Action: KS to review connectors considering comments and add any that are missing • Action: KS and OP to review area east of Brize Norton, south of Curbridge and west of Ducklington for alternative off-road connections to Witney from Bampton.
<p>Discussion topic: Developing the audit criteria</p>	<ul style="list-style-type: none"> • The first stage of network auditing is determining which routes actually need auditing and this is particularly relevant to cycling and sees routes classified according to criteria: <ul style="list-style-type: none"> ○ No cycle infrastructure at present and therefore broadly assessed in terms of what is possible according to LTN 1/20 ○ Some cycle infrastructure present and audit criteria used to assess infrastructure for possible improvements ○ Route already audited as part of previous work ○ Completely new route with nothing to audit and will simply be included in LCWIP • The audit criteria within the spreadsheets are one proposed way of auditing walking and cycling routes. In the case of cycling, this criteria was formed through the amalgamation of the Welsh Active Travel Cycling Route Audit Tool and the Healthy Streets Check and walking criteria formed through the amalgamation of the Welsh Active Travel Walking Route Audit Tool and the Healthy Streets Check

	<ul style="list-style-type: none"> • The Healthy Streets Check is a tool that was developed to assess the existing conditions of a street with the aim of making streets accessible for all and embedding public health in transport and planning. • The Welsh Active Travel guidance splits each auditing criteria into 5 design principles (although there is overlap between these principles) that encompass different measures to auditing: Attractiveness, Comfort, Directness, Safety, Coherence • Safety considered the most important criteria • The type of cycle lane should be included as an audit criteria within safety, and emphasis on segregation of modes • Discussion around the 70% threshold being counter intuitive to the routes that need the most infrastructure investment • Drainage may be an issue for walking related maintenance • Questioned whether 50m intervals for benches is too frequent and may disadvantage otherwise acceptable routes • Need to ensure that the routes that need improving are improved, not the ones that are already good • Consider auditing access to refreshments e.g., drinking stations • Action: OP and KS to continue refining the audit criteria and will share later iterations with steering group
AOB	<ul style="list-style-type: none"> • Please contact Odele Parsons or Kim Sutherland with further comments on the network or if you would like to volunteer with route auditing

Next meeting: Proposed 3rd March 2022.

Summary of actions:

- **KS** to map deprivation areas on network map
- **KS** to add additional trip generators to network map
- **KS** to modify East Witney SDA presentation on map
- **KS** to review connectors considering comments and add any that are missing
KS and OP to review area east of Brize Norton, south of Curbridge and west of Ducklington for alternative off-road connections to Witney
- **OP and KS** to continue refining the audit criteria and will share later iterations with steering group