

Minutes



To: All Members of the Highways and Environment Cabinet Panel, Chief Executive, Chief Officers, All officers named for 'actions'

From: Legal, Democratic & Statutory Services
Ask for: Theresa Baker
Ext: 26545

HIGHWAYS AND ENVIRONMENT CABINET PANEL 10 April 2019

ATTENDANCE

MEMBERS OF THE PANEL

P Bibby (Chairman), M Bright (Vice Chairman), S B A F H Giles-Medhurst, S K Jarvis, J R Jones, J G L King, R Mills, M B J Mills-Bishop, M D M Muir, R G Parker, R H Smith, J A West.

OTHER MEMBERS IN ATTENDANCE

B A Gibson

Upon consideration of the agenda for the Highways and Environment Cabinet Panel meeting on 10 April 2019 as circulated, copy annexed, conclusions were reached and are recorded below:

Note: No conflicts of interest were declared by any member of the Cabinet Panel in relation to the matters on which conclusions were reached at this meeting.

PART I ('OPEN') BUSINESS

1. MINUTES

ACTIONS

- 1.1 The Minutes of the Cabinet Panel meeting held on 12 February 2019 were confirmed as a correct record and signed by the Chairman subject to the following amendment at point 5.14:

*The Panel heard that MATS was expected to be functional later in 2019. **All the points raised in the motion and all those identified***

J Cromack.
C Allen-

at 5.2 of the minutes and Member feedback would be fed into the draft final strategy which would come before Panel. The associated report would also include the reasons for non-inclusion of any of the points in the strategy.

Smith

2. PUBLIC PETITIONS

2.1 There were no public petitions

3. HIGHWAY LIAISON MEETING (HLM) ARRANGEMENTS

[Officer Contact:
Paul Gellard, Highway Locality Manager (Tel: 01992 658142)]

- 3.1 The Panel considered a report which sought their direction on replacing the existing Highway Liaison Meetings (HLMs) with Highway Workshops.
- 3.2 Members were reminded that HLMs had been running since 2011/12 as a bi-annual meeting scheduled in individual districts/boroughs in the spring and autumn. Their purpose was to increase engagement across the three tiers of local government with information presented via presentation rather than report.
- 3.3 The Panel noted the data from the review of these meetings and that in a subsequent questionnaire to the HLM chairmen 70% of those that responded supported Highway Workshops. In light of this Members were asked to consider replacing the HLMs with Highway Workshops.
- 3.4 It was explained that HLM chairmen were chosen for their interest in highway matters in their district/ borough and as such were likely to be Members of the Highways and Environment Cabinet Panel, their selection being ratified by the Highways & Environment Cabinet Panel chairman.
- 3.5 Officers clarified that:
 - The meetings were an exercise in communication not politics;
 - The meeting chairman had total control of the agenda and how the meeting was run;
 - To ensure appropriate officer support and attendance a protocol would be required if county council/district/borough councillors wished to bring issues to the meetings;
 - To mitigate the impact on any particular locality of long-term locality officer illness etc. highway locality information was no longer siloed within one officer but held within a team;
 - County Councillor site specific casework matters should be dealt with via the Highway Locality Manager or Member

**CHAIRMAN'S
INITIALS**

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Enquiries.

3.6 The chairman emphasised that option 3 was about meeting the requirements of all tiers of members involved in the meetings and hence involved cross tier consultation; it also provided flexibility of format e.g. a workshop or strategic overview.

3.7 The attendance figures were disputed by some of the Panel, non the less Members variously supported Option 3: Choice of either HLM or Workshops and highlighted:

- The potential for input from highway officers from all tiers to the meeting focus;
- The potential for District /Borough councillor input to the meeting focus which would enable them to be part of the decision making;
- The potential for constituent attendance;
- The opportunity, when required, to involve other bodies e.g. the police and their potential attendance;
- The potential for webcasting these meetings to enable wider participation;
- That drop-in workshops could be used to determine how to run a future HLM on a specific issue;
- That, bearing in mind the pressure on officers and with their agreement, additional meetings could also be considered.

The chairman emphasised that much depended on how each chairman chose to manage these meetings including the option for a mix and match approach.

Conclusions:

3.8 The Panel considered and endorsed Option 3: Choice of either HLM or Workshops.

4 OTHER PART I BUSINESS

4.1 There was no other business.

**KATHRYN PETTITT
CHIEF LEGAL OFFICER**

CHAIRMAN_____

**CHAIRMAN'S
INITIALS**

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