

### Cycling Review Group – Draft Project Scope

<b>Review Topic</b>	Cycling
<b>Lead Member Review Group</b>	Councillor Louise Upton
<b>Other Review Group Members</b>	Councillor Andrew Gant Councillor Tom Hayes Councillor Susanna Pressel Councillor Dick Wolff
<b>Officer Support and allocate hours</b>	Scrutiny Officer – approx. 2-4 days per month.  Additional support from the Environmental Policy Team Leader.
<b>Rationale</b>	Cycling is a priority review topic for the City Council's Scrutiny Committee.  Oxford is acknowledged as one of the few true 'Cycling Cities' in the UK but barriers to cycling remain including the limited availability of secure cycle parking and the general experience of cycling on heavily-trafficked roads.
<b>Purpose of Review/Objective</b>	The primary purpose of the review is to inform how the City Council can maximise the impact of its unallocated Cycling investments (£50k in 2016/17) on improving cycling take up, safety and connectivity.  The Review Group aims to do this by engaging with relevant experts and producing a costed priority list of recommended cycling improvements.  Other objectives are to: <ul style="list-style-type: none"> <li>- Produce a 'wish list' of additional priority schemes for future investment.</li> <li>- Consider the merits of further City Council investments beyond 2016/17.</li> <li>- Evaluate the use and monitoring of S106 and CIL funds to improve cycling provision.</li> <li>- Review the City Council's response to the Oxfordshire Transport Strategy.</li> <li>- Consider the merits of lifting the moratorium on cycling improvements where there is no conflict with the Oxford Transport Strategy.</li> <li>- Urge Oxfordshire County Council to progress the recommendation in the <a href="#">motion on cycle safety</a> adopted at Council on 1 December.</li> </ul>

	<ul style="list-style-type: none"> <li>- Consider the level of revenue needed to support the delivery of capital schemes.</li> <li>- Consider the merits of investments in training.</li> <li>- Consider mechanisms to make sure that cycle routes and provision are considered in planning decisions.</li> <li>- Understand what research data already exists.</li> <li>- Influence a cycling event to be held in summer 2015.</li> <li>- Explore the feasibility and cost of cycling apps and abandoned bike recycling schemes.</li> <li>- Understand and seek to influence the County Council's cycling priorities.</li> </ul>
<b>Indicators of Success</b>	<p>The Review Group recommends costed priority projects covering all City Council contributions that would help to increase cycling take up, safety and connectivity.</p> <p>Broad agreement on recommended schemes amongst Review Group Members and stakeholders.</p> <p>The majority of recommendations are accepted by the Board Member/CEB.</p> <p>The Review Group is able to influence/inform the County Council's prioritisation of cycling schemes.</p>
<b>Methodology/ Approach</b>	<ul style="list-style-type: none"> <li>- Evidence sessions with stakeholders.</li> <li>- Review of existing research data (if available).</li> <li>- Written questions to officers if required.</li> <li>- Development of a ratings system to prioritise schemes.</li> <li>- A site visit if required.</li> </ul>
<b>Specify Witnesses/ Experts</b>	<p>The following cycling stakeholders will be invited to engage with the Review Group:</p> <ul style="list-style-type: none"> <li>- Craig Rossington and/or Stewart Wilson – Senior Transport Planners, Oxfordshire County Council.</li> <li>- Cecilia Fry – Treasurer, Cyclox (and Sustrans).</li> <li>- Simon Hunt – Chair, Cyclox.</li> <li>- Peter Challis – Area Manager, Sustrans.</li> <li>- James Dawton – Rides Secretary, CTC Oxford City.</li> <li>- Sean Hatton – Highways and Engineering Manager, Oxford City Council.</li> </ul>
<b>Specify Evidence Sources for Documents</b>	<p>Possible document sources include:</p> <ul style="list-style-type: none"> <li>- <a href="#">Oxford Cycle City report to 23 March Scrutiny Committee</a></li> <li>- <a href="#">Oxford Transport Strategy</a></li> <li>- <a href="#">Cycletopia</a></li> <li>- <a href="#">Oxford Cycle Map</a></li> <li>- <a href="#">The Times Cities fit for cycling manifesto</a></li> </ul>

<b>Specify Site Visits</b>	TBC – a site visit may be required following stakeholder engagement.		
<b>Projected start date</b>	16 March 2015	<b>Draft Report Deadline</b>	19 June 2015 (for 30 June Scrutiny Committee)
<b>Meeting Frequency</b>	Monthly	<b>Projected completion date</b>	Report to 9 July 2015 CEB

**Draft outline of meetings (Not in necessarily in chronological order)**

Meeting one – 14 April 2015, 4.30pm
Engage with stakeholders at a Review Group meeting (Shaun Hatton and Simon Hunt).
Meeting two – 12 May 2015, 4.30pm (TBC)
Engage with stakeholders at a Review Group meeting (Cecilia Fry and Simon Hunt).
Meeting three – TBC
Possible site visit if required.
Meeting four – TBC
Review of evidence gathered.

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