

Highways Review Panel

Members

Councillors Atiya-Alla, Barnby, Douglas-Dunbar, Hill, Kennedy (Chairwoman), Chris Lewis, Mills and Jacqueline Thomas

(Contact on t: 01803 207087 or e: governance.support@torbay.gov.uk)

A meeting of **Highways Review Panel** will be held on **Thursday, 23 June 2022** commencing at **9.00 am**

The meeting will be held remotely via Zoom (the links to the meeting are set out below)

Join Zoom Meeting

<https://us02web.zoom.us/j/81649115879?pwd=N283OW9YcEhjVUNKNjJpTnNWSmNUQT09>

Meeting ID: 816 4911 5879

Passcode: 823380

One tap mobile

+442080806592,,81649115879#,,,,*823380# United Kingdom

Agenda

1. Apologies

To receive apologies for absence, including notifications of any changes to the membership of the Panel.

2. Declarations of Interest

a) To receive declarations of non pecuniary interests in respect of items on this agenda

For reference: Having declared their non pecuniary interest members may remain in the meeting and speak and, vote on the matter in question. A completed disclosure of interests form should be returned to the Clerk before the conclusion of the meeting.

b) To receive declarations of disclosable pecuniary interests in respect of items on this agenda

For reference: Where a Member has a disclosable pecuniary interest he/she must leave the meeting during consideration of the item. However, the Member may remain in the meeting to make representations, answer questions or give evidence if the public have a right to do so, but having done so the Member must then immediately leave the meeting, may not vote and must not improperly seek to influence the outcome of the matter. A completed disclosure of interests form should be returned to the Clerk before the conclusion of the meeting.

(Please Note: If Members and Officers wish to seek advice on any potential interests they may have, they should contact Governance Support or Legal Services prior to the meeting.)

3. Highways Responsibilities and Lessons Learned from Network Rail bridge replacement and resurfacing works at Torwood Street (Pages 6 - 11)

- To consider the roles and responsibilities of the Council and statutory partners working on Torbay's highways.
- To consider the issues that occurred and the lessons to be learned from the Network Rail bridge replacement and resurfacing works at Torwood Street.
- To explore how we can work differently with our key partners and utilities on major highways projects.

Key lines of enquiry:

- Who is responsible for activity on our highways?
- How did Network Rail engage with the Council and other partners in advance of the project to mitigate any challenges around this project?
- Why delays happened and what was the root cause of them during this project and what can be done by Network Rail to prevent this happening on future projects?
- How did BT Openreach engage with the Torwood Street project and what was the cause for the slippage in commencement of the works?
- What public engagement took place on these two major schemes and how can this be improved? – please see attached document.

Note: The following organisations/people have been invited to give evidence and respond to questions at this meeting:

Network Rail – Mike Contopoulos and Mike Smith
BT Openreach – Sam Capstick
Torquay Chamber of Trade and Commerce – Susie Colley
Cockington, Chelston, Livermead Community Partnership – Paul Lidstone (Secretary) and June Pierce (Chairwoman)
Torquay Town Centre Community Partnership (attendee not confirmed)
Councillor Carter, Cabinet Member for Corporate and Community

Services

Councillor Morey, Cabinet Member for Infrastructure, Environment and Culture

Kevin Mowat, Director of Place

Matt Reeks, Managing Director SWISCo

David Edmondson, Divisional Director

Ian Jones, Head of Highways

Adam Luscombe, Service Manager, Strategy and Project Delivery Team (Planning and Transport)

Jo Penhaligon, Community Engagement Officer

4. **Highways Review - Draft Scope and Timeline**

(Pages 12 - 16)

To consider and agree the scope and timeline for the Highways Review.

Instructions for attendees joining the meeting

If you are using an iPad you will need to install Zoom which can be found in the App Store. You do not need to register for an account just install the software. You only need to install the software once. For other devices you should just be taken direct to the meeting.

Joining a meeting

Click on the link provided on the agenda above and follow the instructions on screen. If you are using a telephone, dial the Zoom number provided above and follow the instructions. (**Note:** if you are using a landline the call will cost up to 13p per minute and from a mobile between 3p and 55p if the number is not covered by your inclusive minutes.)

You will be placed in a waiting room, when the meeting starts the meeting Host will admit you. Please note if there are technical issues this might not be at the start time given on the agenda.

Upon entry you will be muted and your video switched off so that only the meeting participants can be seen. When you join the meeting the Host will unmute your microphone, ask you to confirm your name and update your name as either public or press. Select gallery view if you want see all the participants.

If you have joined the meeting via telephone, your telephone number will appear on screen and will be displayed for all to see until the Host has confirmed your name and then they will rename your telephone number to either public or press.

Speaking at a Meeting

If you are registered to speak at the meeting and when it is your turn to address the Meeting, the Chairman will invite you to speak giving the Host the instruction to unmute your microphone and switch your video on (where appropriate) therefore please pause for a couple of seconds to ensure your microphone is on.

Upon the conclusion of your speech/time limit, the Host will mute your microphone and turn off your video.

Meeting Etiquette for Registered Speakers – things to consider when speaking at public meetings on video:

- Background – the meeting is public and people will be able to see what is behind you therefore consider what you will have on display behind you.
- Camera angle – sit front on, upright with the device in front of you.
- Who else is in the room – make sure you are in a position where nobody will enter the camera shot who doesn't want to appear in the public meeting.
- Background noise – try where possible to minimise background noise.
- Aim to join the meeting 15 minutes before it is due to start.