

AREA OF REVIEW	DETAILS/COMMENTS
Title of Study (name of Working Group)	Cycling Working Group
Appointing Panel	Overview and Scrutiny (Service Support) Panel
Members Assigned (including date Working Group appointed)	Councillors K M Baker, P J Downes and P M D Godfrey. Appointed by Panel on 13 th March 2007.
Possible Co-Options to the Group	N/A
Interests Declared	No declarations received.
Rapporteur	Councillor P J Downes
Officer Support	Mr Stuart Bell – Transportation Team Leader, HDC Mr Richard Probyn – Planning Policy Manager, HDC Mr Roy Reeves – Head of Administration, HDC Miss Habbiba Ali – Democratic Services Officer, HDC
Purpose of Study / Objective (specify exactly what the study should achieve)	To establish and identify the Council's strategies, plans and expenditure on cycling in Huntingdonshire.
Rationale (key issues and/or reason for conducting a study)	The Panel identified the need to clarify/identify the areas where HDC's expenditure on cycling was being used. At present, there is no clear audit trail of where the money was being expended.
Terms of Reference	Both HDC and CCC Officers.
Links to Council Policies/Strategies	Yes ~ ties in to 2 of the Community Aims identified in the Corporate Plan "access to services and transport" and "healthy living".

ACTION BY WORKING GROUP	
Methodology / Approach (what types of enquiries will be used to gather evidence)	<ul style="list-style-type: none"> • Conduct preliminary investigations with HDC Officers ~ Policy and Strategic Services//Financial Services/Transportation Section/Leisure Development Section ~ (fact finding/evidence gathering exercise) prior to the first meeting of the Working Group. • Circulate HDC's May 2000 version of Cycling Strategy to Working Group together with information/evidence gathered. • Initial meeting of Working Group to consider initial findings and draft together comments for CCC. • Working Group to meet with CCC to discuss issues identified/raised. • HDC and CCC Officer meeting to be held first before convening a further meeting of the Working Group. • Continue meeting with Officers from CCC until issues have been resolved.
External/Specialist Support	Officers from CCC.
Existing Documentation	<ul style="list-style-type: none"> • May 2000 version of HDC's Cycling Strategy • Available HDC publications for cycling • Market Town Transport Strategy

	<ul style="list-style-type: none"> • Local Transport Plan • Open Space, Sports and Recreation Needs Assessment and Audit • Huntingdonshire Design Guide. • CCC Cycling Strategy.
Evidence to be Obtained (e.g. witnesses, documents, site visits, consultation, research, etc)	<ul style="list-style-type: none"> • MTP = level of funding earmarked for cycling. • Research into level of funding spent by HDC on cycling over last 5 years. • Research into existing policies/strategies that involve cycling provision. • Research into current leisure provision for cycling. • Level of S106 funding earmarked for cycling.
Reference Sites	<p>HDC Website www.huntsdc.gov.uk CCC Website www.cambridgeshire.gov.uk</p>
Investigations	<p>With HDC and CCC Officers.</p> <p>HDC's Policy and Strategic Services, Financial Services, Transportation Section, Planning Policy Section and Leisure Services.</p> <p>CCC's West Highways Division, Network Management Division and Major Transport Infrastructure Division.</p>
Witnesses	N/A
Site Visits (if necessary) (where and when)	N/A
Meetings of the Working Group	<p>First meeting held ~ 31st May 2007.</p> <p>Second Meeting held with CCC ~ 26th June 2007.</p> <p>Third meeting held ~ 30th November 2007.</p>
Costs (resource requirements, additional expenditure, time)	<p>Officer time ~ both to provide support and conduct research.</p> <p>No other external costs identified to date.</p>
Possible Barriers to the Study (potential weaknesses)	At present, there is no clear audit trail of where money is being expended. Causing difficulties. Reflects inconsistencies in the current approach.
Projected Timescale (Start and end times)	<p>Start ~ 13th March 2007</p> <p>Final report of Working Group expected February 2008.</p>