

APPENDIX 1

<p style="text-align: center;">MEMORANDUM OF UNDERSTANDING BETWEEN ALLERDALE BOROUGH COUNCIL, COPELAND BOROUGH COUNCIL, CUMBRIA COUNTY COUNCIL AND SUSTRANS LTD TO MANAGE THE WEST CUMBRIA CYCLEPATH NETWORK</p>

1) The context

Over the last 15 years an extensive network of Cyclepaths has been created in West Cumbria, in and to the principal towns, providing attractive traffic-free paths designed to encourage sustainable travel of all sorts, particularly: cycling, walking, running (and in some cases horse-riding); most is accessible by the mobility impaired, some in conjunction with designated “on highway” routes, and most forms parts of national cycle routes. This network was managed by Groundwork West Cumbria (who have ceased trading) through The Cyclepath Company, which is to “wind up” in September 2005.

This MoU sets out an Agreement between the Partners (Allerdale Borough Council, Copeland Borough Council, Cumbria County Council and SUSTRANS) for managing the Network from September 2005.

2) Opportunities

The Network provides easy opportunity for the local population to lead an active lifestyle with daily physical exercise, to travel in a sustainable way for leisure and utility journeys, to access the countryside and it acts as wildlife corridors and linear parks. For tourism, the West Cumbria Network offers an exceptional resource for those visiting and staying in the area.

3) The extent of the Cyclepath Network

For the purpose of this MoU the West Cumbria network is the defined cycle routes in Allerdale and Copeland.

The schedules attached to this MoU comprise:

- The off-road sections of the Network to be maintained by the Partnership
- The sections within the maintained highway that are maintained by the County Council/Highways Agency as Highways Authority
- Proposed additional sections of the Network.

4) The objective of the Memorandum of Understanding

To establish arrangements for the maintenance and development of the West Cumbria Network and promote its use including marketing.

The Memorandum of Understanding could be extended to include other Partners with the agreement of the original Partners.

5) Ownership

While nothing in this Agreement shall absolve any of the parties responsibilities as landowners, it is the intention of this MoU that the four Partners to the Memorandum of Understanding, work in a joint and collaborative way in maintaining and developing the Network.

6) **Actions**

6.1 All parties already and traditionally undertake works to assist maintaining various sections of the Network, for example: enhanced “grounds maintenance”, maintaining the running surface, removing rubbish, maintaining signing, lighting and structures etc. It is agreed that these continue and are extended as appropriate.

6.2 All Partners will use their normal influences and opportunities to extend and improve the Network.

6.3 The four Partners will set up a Working Group to oversee the operational activities, this will consist of Officers from each of the three local authorities and Sustrans. The Working Group will meet on an as required basis and not less than twice yearly.

6.4 There will be a Steering Group, which will comprise a delegated Member (Cllr) from each of the three local authorities, a senior representative of Sustrans and representatives from other Partners as may be agreed by the Steering Group. The Steering Group shall meet twice yearly and shall be chaired by one of the Council Members.

The role of the Steering group is to achieve the objectives of the MoU, to oversee the activities of the Working Group and provide a vehicle for communication between the partner bodies and the partnership.

6.5 **Routine maintenance of the Greenways**

The Working Group will charge Sustrans, for the time being, to undertake routine maintenance of the Network viz:

- employ a full-time practical working Ranger who will be responsible for the monthly Inspection of the Network, including minor repairs, for dealing with neighbours and the public, for liaising with Statutory Authorities, for reporting significant maintenance matters to the relevant local authority, to supervise maintenance works by contractors or voluntary sector workers and for carrying out everything necessary on the ground to make the Network a success.
- expand and oversee the Voluntary Ranger base to provide cover for all the routes, to manage signing on the whole network and encourage usage and superintend specific events.
- arrange for routine grass cutting and vegetation management by contractor.

- carry out all bridge inspections, repairs and routine quarterly inspections of the Network
- be the first point of call for the public
- promote the West Cumbria Network through all Sustrans usual channels including specifically the C2C route and the shortly to be opened National Route 72 – Hadrian’s Cycleway.

6.6 The Working Group will also determine procedures for dealing with other than routine matters, such as the necessary asset renewals and major maintenance and enhancements and for reporting back to their respective organisations.

It is anticipated that each Partner will be responsible for Public Liability insurance of the sections in its ownership.

6.7 The Partners will seek funds for new extensions and for asset renewal operations; taking advantage of any relevant programmes and grant schemes available at the time, and including contributions from developers and statutory undertakings etc.

7) **Funding**

The Working Group will be responsible for providing the Steering Group with an Annual report on each year’s work together with a summary of income sources and expenditure. This will usually cover the following three areas:

- Works which are carried out as part of wider programmes by each party, such as street lighting and cleansing operations. The Working Group might choose to estimate these inputs in order to recognise their real value.
- The cost of routine maintenance work will not necessarily remain static. But will be reviewed from time to time. For the year September 2005/August 2006 it will be as follows:

	£
Rangers and routine expenses, small tools etc	25,000
Grass cutting and vegetation management	15,000
Small works and repairs	8,000
Routine inspection and work to bridges	10,000
Ranger services and Central Management and public information by Sustrans	7,000
Total	65,000
Income for this is projected:	
Copeland Borough Council	10,000
Allerdale Borough Council	10,000
Cumbria County Council:	
Allerdale Local Committee	10,000
Copeland Local Committee	23,000
Sustrans	12,000

Total

65,000

- Other matters

8) **Programme**

This programme will commence on 1 October 2005 as ratified by Sustrans Board of Trustees during its visit to West Cumbria 1 – 3 September 2005, and by the Local Authorities through their usual procedures thereafter.

9) **Review**

This MoU will be reviewed from time-to-time as the four partners consider appropriate, with a view to creating more appropriate, useful and positive working arrangements for managing, developing and promoting the West Cumbria Network.

10) **Mission**

To maintain and develop the West Cumbria Network as a resource for the community, an asset for sustainable tourism, and to encourage the use of cycling as a means of transport and component of healthy living.

Initialled by Sustrans Board at Cockermouth, 1 September 2005