



# Sustainable Travel Task and Finish Group

Wednesday, 11th August, 2021 at 4.00 pm  
Remote Meeting (Via Zoom)

Councillors: Michael Croker (Chairman)

Ruth Fletcher  
Tony Hogben  
Gordon Lindsay

Tim Lloyd  
Bob Platt

You are summoned to the meeting to transact the following business

Glen Chipp  
Chief Executive

## Agenda

	Page No.
1. <b>Apologies</b>	
2. <b>Notes of the Previous Meeting</b> To receive the notes of the meeting held on 21 July 2021	3 - 4
3. <b>Research and Next Steps</b> To discuss the preliminary research undertaken following the previous meeting and the next steps for the Group	

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## **Sustainable Travel Task and Finish Group** **21 JULY 2021**

Present: Councillors: Michael Croker, Ruth Fletcher, Tony Hogben, Tim Lloyd and Bob Platt

Apologies: Councillor: Gordon Lindsay

### 1 **ELECTION OF CHAIRMAN**

Councillor Mike Croker was elected Chairman of the Sustainable Travel Task & Finish Group for its duration.

### 2 **ANNOUNCEMENTS**

There were no announcements.

### 3 **TO AGREE THE TERMS OF REFERENCE**

The Group agreed to the following draft Terms of Reference:

To consider:

- HDC's relationship with WSCC Highways with regard to specifying and implementing sustainable travel infrastructure within Horsham District – possibly using the Covid-19 travel lanes and the Horsham LCWIP as examples?
- how sustainable transport provision proposals are evaluated - as part of strategic planning?
- what internal changes would help HDC meet the ambitions of Gear Change?

### 4 **TO SCOPE THE REVIEW**

The Group agreed to include the following in the scope of their review:

- To invite key officers of the WSCC Highways Department to be interviewed at a future meeting.
- To review the WSCC Transport Plan and ensure HDC provides a response to the consultation.
- To review the Gear Change document that had recently been produced by Government

- To compare sustainable travel policies with and potentially interview other local authorities, in particular Waltham Forest.
- To investigate successfully implemented Sustainable Travel schemes across the UK.
- To seek relevant advice from CyclingUK, SusTrans, Horsham Cycling Forum, and West Sussex Cycling Forum during the review.
- To investigate the impact of West Sussex's Government-funded temporary cycleways.
- Investigate how to best accommodate all travel options within the district.
- To call in Strategic Planning to a future meeting.

5 **TO AGREE A PROGRAMME OF MEETINGS AND TIMESCALE FOR THE REVIEW**

The Group agreed to do preliminary research on the topics raised when discussing the scope of the review and meet again on 11 August 2021 at 4pm to discuss their findings.

A timescale would be decided upon at this next meeting.

*The meeting closed at 5.05 pm having commenced at 4.00 pm*