



Email: committeeservices@horsham.gov.uk
Direct line: 01403 215465

Sustainable Travel Task and Finish Group

Wednesday, 6th October, 2021 at 4.00 pm

Via Zoom

Councillors:

Michael Croker
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

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1. Apologies	
2. Notes of the previous meeting	3 - 8
To receive the notes of the meetings held on 25 August and 15 September 2021	
3. Interview with Officers from West Sussex County Council	
4. Next Steps	
5. Date and time of the next meeting	

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Sustainable Travel Task and Finish Group
15 SEPTEMBER 2021

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

12 **INTERVIEW WITH THE HEAD OF TRANSPORT AND NETWORK
MANAGEMENT**

The Head of Transport and Network Management for West Sussex County Council provided the group with an introduction and overview of his department.

Over the past two decades WSCC had been planning and delivering various walking and cycling schemes and had bolstered their efforts from 2016. The WSCC Walking and Cycling Strategy had been re-written to help borough and district councils to negotiate their own walking and cycling schemes. In 2018 WSCC had formed the LCWIP Group Partnership to help local authorities across the county produce their own LCWIPs. These local authority LCWIP routes could then be connected by WSCC.

WSCC invited WSP to rank the schemes within local LCWIPs to create a list of priority schemes that would be suitable for funding from the active travel fund. Several schemes that ranked in the top ten belonged to Horsham District Council. WSCC would be able to confirm which schemes had been awarded capability funding mid-October 2021. Following the capability funding WSCC would then be able to bid for active travel funding.

The schemes up for the first round of capability funding were smaller schemes as it would be easier to receive funding and implement them. Having smaller schemes in place would make it easier to bolster and extend them to form full routes.

The meeting closed at 5.22 pm having commenced at 4.00 pm

CHAIRMAN

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Sustainable Travel Task and Finish Group
25 AUGUST 2021

Present: Councillors: Michael Croker (Chairman), Ruth Fletcher,
Gordon Lindsay and Bob Platt

Apologies: Councillors: Tony Hogben and Tim Lloyd

8 **NOTES OF THE PREVIOUS MEETING**

The notes of the meeting held on 11 August 2021 were received by the Group.

9 **OFFICER Q&A**

The Senior Projects Engineer and the Head of Strategic Planning joined the meeting to answer questions from the Group.

1. *How much ownership of the LCWIP process did HDC's officers have, and how much was delegated to WSP?*

WSP produced the first draft document in consultation with HDC. The final document was produced by HDC in consultation with WSP and the Public.

2. *How much influence did WSCC Highways have on the LCWIP process, and how?*

WSCC had no influence over the process, however they formed the LCWIP Group Partnership between Borough and District Councils across the county.

3. *We understand that WSP is prioritising routes across the county to take forward for funding, using a multi-criteria assessment tool – what schemes has Horsham put forward, and how were these selected?*

WSP had produced a draft list of schemes taken from different LCWIPs across the county that they felt were most likely to receive funding. This draft list would then be discussed at the next meeting of the LCWIP Group Partnership to form a final list. This final list would then be sent to WSCC to apply for a capability fund (for scheme design only, not implementation).

The draft list would be circulated to Members of the Task & Finish Group.

4. *Looking forward, how will Horsham promote its schemes within this WSCC process and ensure best possible chance of funding?*

The promotion of schemes will be decided on a case-by-case basis as funding is received. The more easily deliverable schemes would be more likely to receive funding and would be put forward first.

5. *What active travel projects does Horsham hope to achieve from the LCWIP and otherwise and over what timescales?*

HDC had put forward an initial six schemes but would need to wait for the next LCWIP Group Partnership meeting to formalise a timescale.

6. *What does 'success' look like for us?*

The production and adoption of the LCWIP would be considered the first success for HDC. Funding for and implementation of as many schemes from the LCWIP as possible would be a measure for success going forward.

7. *What is the ongoing work programme?*

HDC would be seeking funding for schemes whenever possible and continue to work with WSCC to implement as many schemes as possible.

8. *What are the constraints: political, financial, technical expertise, reliance on outside bodies?*

The main constraint for HDC would be funding as there would be no set budget for LCWIP schemes.

9. *Given what officers now know about the LCWIP process and the new guidance, what, if anything, would they change?*

New standards (LTN 1/20) have come into effect after the production of the LCWIP. The LCWIP would undergo continuous review and would be amended when necessary to adhere to any new standards.

10. *What do officers see as the main funding sources for significant NMU infrastructure outside of new developments, and who should be exploring these sources?*

The LCWIP would mainly be funded by CIL, S106, active transport grants and capability funds.

11. *Did Horsham town's active travel scheme (Covid-19 travel lanes) originate within HDC or WSCC, and what scrutiny by elected representatives was there of the design process?*

WSCC oversaw the pop-up cycle lane schemes across the county. The Horsham scheme was proposed by WSCC and refined in a meeting

between HDC and WSCC. The final scheme was agreed by HDC Cabinet Members.

12. *What monitoring of Horsham town's active travel scheme was carried out before, during, and after removal of the cycle lanes, and by whom?*

WSCC had sent officers to monitor the pop-up cycle lane and installed automated traffic counters and air quality monitoring stations.

13. *What would officers do differently to enable active travel in the next pandemic?*

The Pop-Up cycle lane was a scheme that was brought to HDC by WSCC. HDC worked with WSCC to refine the scheme and would do so again should there be another national lockdown.

It was agreed that written answers for the final two questions prepared by the Group would be circulated at a later date.

10 **TO CONSIDER THE NEXT STEPS FOR THE GROUP**

The Group agreed to invite the Head of Transport and Network Operations from WSCC Highways to the next meeting to be interviewed.

The Group agreed to attend a public speech from the London Cycling Campaign, hosted by the Horsham District Cycle Forum on 21 September 2021.

The Group agreed to not visit Waltham Forest but instead to visit the sites of the six schemes put forward from the HDC LCWIP.

11 **DATE OF NEXT MEETING**

The Group agreed to wait for a confirmation from the Head of Transport and Network Operations from WSCC Highways before deciding on a date for the next meeting.

The meeting closed at 5.44 pm having commenced at 4.00 pm

CHAIRMAN

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