

Shaping Stortford Steering Group

Charringtons House

Wednesday 23rd October 2019 | Meeting Rm. A&B | 15:30~17.30

MINUTES

Present

Helen Standen	EHC Deputy Chief Executive	HS
James Gardner	EHC Project Manager	JG
Samantha O'Neill	EHC PA - Minutes	SON
Cllr Colin Woodward	SSSG Chair / HCC	CBW
Cllr Graham McAndrew	EHC	GMc
Cllr George Cutting	EHC	GC
Emily Tickridge	EHC	ET
James Parker	BS Town Council CEO	JP
Paul T Dean	BSCF - Chairman	PTD
Gina Thomas	BID Manager	GT
Peter Douglas	Residents Reference Group	PD
Greg Ault	HCC	GA
Jacob Wing	HCC	JW
Guy Bridgen	HCC	GB
Angie Reynolds	HCC	AR
Matt Lale	HCC	ML

Apologies

Trevor Brennan	HCC	TB
Cllr Alistair Ward-Booth	EHC	AWB
Cllr Chris Wilson	EHC	CW
Sara Saunders	EHC	SS
Nicci Statham	BS Chamber President	NS
Daliah Bartlett	BS Chamber Secretary	DB
Adam Wood	LEP Representative	AW
Sally Andrews	EHC Parking Manager	SA
Kay Mead	EHC Planning Officer	KM
Patsy Dell	Hertfordshire County Council	PD
Karen Burton	BID Chair	KB

CBW welcomed all to meeting and all apologies noted.

1. Previous Meeting Minutes – 25th September 2019

(ALL)

CBW and SSSG members reviewed previous meeting minutes which were verified as true and accurate record of meeting held. Much discussion was had regarding the frequency and future timings of the SSSG meetings and it was agreed by all to bring forward the start time to 2.30pm and that from now on the SSSG meetings will take place every two months to allow the natural growth of the project assessment workshop groups to fully develop. This was agreed by all and all confirmed that the next meeting booked for the 27th November would go ahead as planned and CBW would confirm attendance with TB for a **2.30pm start on the 27th November 2019.**

PTD asked whether any public comment was being invited with regards the Transport Options paper and HS & JG advised they would welcome comments on this.

HS advised all that Solum's new Senior Development Manager, Simon Dunlop is looking at the next stage of the Master Planning and Mutli Storey Car Park. They are looking at changing the roads around Anchor St and bus terminal, GC and CW dealing with Solum and HCC regarding this signage.

CBW advised all that he is still looking for volunteers for SSSG workshop groups:

- South Street Pedestrianisation
- Sustainable travel Support (STS)
- Schools & MPH Assessment

KB advised all that the Gindependence day was a roaring success.

HS advised all that EHC should know about the recruitment to the Comms role within the next 2 weeks.

CBW advised that it was important to note that the SSSG was a multi-agency group.

2. Castle Park Project Update

(ET / GA)

ET & GA gave presentation on the Castle Gardens project advising that this project connects Castle Gardens to Sworders Field. River Stort being the central feature of the grounds explaining that this project started in 2015 with a heritage lottery grant. The 2nd round of funding is in process and designs should be completed Dec/Jan time, with the view of work commencing Spring 2020 and taking approx. 7-8 months to complete.

The Castle Gardens project is being designed to be a socially inclusive area linking the skate park, the new river pathway which will link both the north and south of all grounds. The closed toilet block and community rooms are being converted into a community room and café. The objective is to make this area the hub of the park along with the very popular splash park. This has all been designed to link to ORL with cafe provision. GMcA advised that there will be sufficient space for disabled access on all toilet facilities, all of this space and practical usage of these areas have been tested by user groups and have received much positive feedback. GMcA suggested that as momentum increases it would be a good opportunity for the SSSG to invite a representative from the user group involved with the testing of the disabled access provision to join / visit the SSSG meeting/s.

It is important to protect the castle and for appropriate fencing to be added. CBW mentioned that the Castle Mound is frequently accessed by trespassers who may not realise they could damage the only Grade One listed monument we have. They are looking to engage

volunteers for free activities in the park for 3-5 year olds, volunteers for gardening and all sightlines of grounds avoiding any hideaway pockets as currently can occur at the top of the Mound. When GA was asked about adding CCTV to protect grounds, GA advised not possible as this would not meet EHDC's CCTV policy. GC suggested pavement level lighting in castle grounds and anti-graffiti paint was suggested by CBW.

3. Overview of HCC Transport and Q&A

(ML / AR)

ML & AR provided Intalink overview explaining that Intalink has been going since 1999 and includes LTP4 delivery using the Bus Services Act 2017 which essentially covers 3 areas:

- 1) info & ticketing (timetables, real time info)
- 2) Partnership , quality and advanced
- 3) franchising - combined authority with Mayor

ML & AR advised that this industry is regulated by the GB traffic commission which is made up of 95% commercial and 5% council, with objectives to include:

- Reducing single occupancy car trips
- Prioritising bus services in traffic
- Improve the general image of all bus travel
- Upgrade the bus infrastructure including having a smarter use of all data & information management services

GC asked about the introduction of electric buses explaining that this would manage the air quality responsibilities more than adequately. It was explained that electric buses have a very high initial cost and JP advised this very high cost makes it such that it is not commercially viable for commercial operators. PD asked if there were any cross border services, any influence to join up with other travel services, HCC advised not that they were aware or but perhaps could be looked into.

Jacob advised that this HCC presentation had been prepared for districts and councils and that these slides will be circulated to all. HCC stated that they have highlighted some quick wins and include targeting parking enforcement as an example. G McA advised that there are 18k additional homes in BS and when taking an average of the number of cars per household at 1.3 = 21K - GMcA asked what is going to be the solution to getting bus services running on time – CBW stated that as BS is going for the STS that he would be very interested for the SSSG to be involved with HCC / Interlink from the early stages Note that the consultation closes on the 10th November.

4. Endorsing SSSG view of the ToR for Formal Submission to EHC (CBW)

CBW advised all that this will be discussed under A.O.B

5. Project Assessments Update

(ALL)

JG went through the South Street project slides advising that there will be an approx. 2 year timeframe with an estimated project cost of £300K having held a meeting with the Maidenhead, Hertford Project Manager and GC. It will be necessary to put a TRO in

place for the consultation period as it is important to have proof of concept. CBW advised that the modelling for Station Road was separate and he has been advised that they cannot be done together. Much discussion around the modelling and HS advised that she would like to speak with TB for clarification on:

- Do we need South Street model
- Do we need Station Road model
- Can we proceed South Street without modelling

JG & HS advised that the town modelling that took place 2 years ago cannot be used as they had been advised this modelling is not compatible. This modelling was carried out by Visim (Patrick Jacobs).

JG advised that the cost of a Project Manager would be approx. £36k for 3 days a week but wanted to make all aware the difficulties in filling 3 day PM posts and it was important to hire someone with sufficient knowledge of traffic requirements. Advised SSSG to have an alternative to Opus for any project work and that to obtain a feasibility study would be approx. £20k.

JG suggested that the SSSG review what is achievable, what the benefits are and what the costs on the following basis are:

- Request for funding
- Feasibility study
- Put business case together

6. AOB

(ALL)

CBW asked JG if he would have the time to put together the feedback received from 3 people so far on the ToR and send to CBW for review. JG advised he was happy to have a look as and when the opportunity prevailed but wanted CBW to be aware that there are pressing commitments so if this was time-sensitive for CBW and he wished to collate and pass to JG for review - JG would be happy with this also.

Date of Next Meeting
Charringtons House
Wednesday 27th November 2019
Mtg Rm. A&B
15.30~17.30