Overview & Scrutiny Committee
Thursday, 18th November, 2021

You are invited to attend the next meeting of **Overview & Scrutiny Committee**, which will be held at:

Council Chamber - Civic Offices
on **Thursday, 18th November, 2021**
at **7.00 pm**.

Georgina Blakemore
Chief Executive

Democratic Services Officer: Vivienne Messenger   Tel: (01992) 564243
Email: democraticservices@eppingforestdc.gov.uk

Members:

Councillors M Sartin (Chairman), R Jennings (Vice-Chairman), R Baldwin, P Bhanot, P Bolton, I Hadley, S Heather, J Lea, A Lion, T Matthews, S Murray, D Plummer, S Rackham, P Stalker, J H Whitehouse, K Williamson and D Wixley

---

PLEASE NOTE THAT THIS MEETING IS OPEN TO ALL MEMBERS TO ATTEND SUBSTITUTE NOMINATION DEADLINE 18:00

WEBCASTING NOTICE

Please note: this meeting may be filmed for live or subsequent broadcast via the Council's internet site - at the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed.

You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this webcast will be retained in accordance with the Council's published policy and copies made available to those who request it..

Therefore by entering the Chamber and using the lower public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for web casting and/or training purposes. If members of the public do not wish to have their image captured they should sit in the upper council chamber public gallery area

If you have any queries regarding this, please contact the Public Relations Manager on 01992 564039.

1.   **WEBCASTING INTRODUCTION**

      The Chairman will read the following announcement:

      This meeting is to be webcast and the Chairman will read the following announcement:

      "I would like to remind everyone present that this meeting will be broadcast live to the internet and will be capable of subsequent repeated viewing, with copies of the recording being made available for those that request it.

      By being present at this meeting, it is likely that the recording cameras will capture your image and this will result in your image becoming part of the broadcast.

      You should be aware that this may infringe your human and data protection rights, and if you have any concerns then please speak to the Webcasting Officer.

      Please could I also remind Members and Officers to activate their microphones before speaking."

2.   **APOLOGIES FOR ABSENCE**

3.   **SUBSTITUTE MEMBERS**

      To report the appointment of any substitute members for the meeting.

4.   **MINUTES (Pages 7 - 18)**

      To confirm the minutes of the meeting of the Committee held on 12 October 2021.

5.   **DECLARATIONS OF INTEREST**

      To declare interests in any item on the agenda.

      In considering whether to declare a pecuniary or a non-pecuniary interest under the Council's Code of Conduct, Members are requested to pay particular attention to paragraph (11) of the Code in addition to the more familiar requirements.

      This requires the declaration of a non-pecuniary interest in any matter before Overview & Scrutiny which relates to a decision of or action by another Committee or Sub-Committee of the Council, a Joint Committee or Joint Sub-Committee in which the Council is involved and of which the Councillor is also a Member.

      Paragraph (11) of the Code of Conduct does not refer to Cabinet decisions or attendance at an Overview & Scrutiny meeting purely for the purpose of answering questions or providing information on such a matter.

6.   **PUBLIC QUESTIONS & REQUESTS TO ADDRESS THE OVERVIEW AND SCRUTINY COMMITTEE**

      (Democratic & Electoral Services Team Manager) To receive questions submitted by members of the public and any requests to address the Committee, in accordance with Article 6 (Overview and Scrutiny) of the Council's Constitution.

(a)   Public Questions

Members of the public may ask questions of the Chairman of Overview and Scrutiny Committee at ordinary meetings of the Committee, in accordance with the procedure set out in the Constitution.

(b)   Requests to address the Overview and Scrutiny Committee

Any member of the public or a representative of another organisation may address the Overview and Scrutiny Committee on any agenda item (except those dealt with in private session as exempt or confidential business), due to be considered at the meeting.

7.   EXECUTIVE DECISIONS - CALL-IN

(Democratic & Electoral Services Team Manager) To consider any matter referred to the Committee for decision in relation to a call-in, in accordance with Article 6 (Overview and Scrutiny) of the Council's Constitution.

(a)   Jessel Green tree planting

Following the call-in by Councillor C C Pond and four other councillors of Housing Services Portfolio Holder Decision PFH-004-2021/22, an informal meeting was held on 1 November 2021 with a further informal meeting organised for early December.

8.   CORPORATE PLAN KEY ACTION PLAN YEAR 4 2021/22 - QUARTER 2 CORPORATE PERFORMANCE REPORTING (Pages 19 - 36)

To review the attached FY 21/22 quarter 2 Corporate performance report.

9.   ENDORSEMENT OF THE HARLOW AND GILSTON GARDEN TOWN TRANSPORT STRATEGY (Pages 37 - 146)

To consider and comment on the attached report (and appendices A – E) prior to the Cabinet decision due on 6 December 2021.

10.   CABINET BUSINESS (Pages 147 - 162)

Recommendation:

That the Committee review the Executive's current programme of Key Decisions to enable the identification of appropriate matters for the overview and scrutiny work programme and the overview of specific decisions proposed to be taken over the period of the plan.

Article 6 (Overview and Scrutiny) of the Constitution requires that the Committee review the Executive's programme of Key Decisions (the Cabinet Forward Plan) at each meeting, to enable the identification of appropriate matters for the overview and scrutiny work programme and to provide an opportunity for the overview of specific decisions proposed to be taken over the period of the plan.

The Constitution (Article 14 (Decision Making)) defines a Key Decision as an executive decision which:

(a)   involves expenditure or savings of £250,000 or above which are currently within budget and policy;

(b)   involves expenditure or savings of £100,000 or above which are NOT currently within budget and policy;

(c)   is likely to be significant in terms of its effect on communities living or working in an area comprising two or more wards;

(d)   raises new issues of policy;

(e)   increases financial commitments (i.e. revenue and/or capital) in future years over and above existing budgetary approval;

(f)   comprises and includes the publication of draft or final schemes which may require, either directly or in relation to objections to, the approval of a Government Minister; or

(g)   involves the promotion of local legislation.

Wherever possible, Portfolio Holders will attend the Committee to present forthcoming key decisions, to answer questions on the forward plan and to indicate where appropriate work could be carried out by overview and scrutiny on behalf of the Cabinet.

The Executive's current programme of Key Decisions of 1 November 2021 is attached as an Appendix to this report.

11.   OVERVIEW AND SCRUTINY COMMITTEE - WORK PROGRAMME (Pages 163 - 166)

Progress towards the achievement of the work programme for the Overview and Scrutiny Committee is reviewed at each meeting.

(a)   Current Work Programme

The current work programme for the Committee is attached as an appendix to this agenda.

(b)   Reserve Programme

A reserve list of scrutiny topics is developed as required, to ensure that the work flow of overview and scrutiny is continuous. When necessary, the Committee will allocate items from the list appropriately, once resources become available in the work programme, following the completion of any ongoing scrutiny activity.

Members can put forward suggestions for inclusion in the work programme or reserve list through the adopted PICK process. Existing review items will be dealt with first, after which time will be allocated to the items contained in the reserve work plan.

12.   SELECT COMMITTEES - WORK PROGRAMME (Pages 167 - 174)

(Chairman of the Select Committee) Article 6 (Overview and Scrutiny) of the

Constitution requires that the chairmen of the select committees report to the meeting in regard to progress with the achievement of the current work programme for each select committee and on any recommendations for consideration by the Overview and Scrutiny Committee.

The current work programme for each select committee is attached as an appendix to this agenda.

13. **EXCLUSION OF PUBLIC AND PRESS**

Exclusion
Democratic & Electoral Services Team Manager) To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set out below on grounds that they will involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

Agenda Item No	Subject	Exempt Information Paragraph Number
Nil	Nil	Nil

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24 hours prior to the meeting.

Background Papers
(Democratic & Electoral Services Team Manager) Article 17 - Access to Information, Procedure Rules of the Constitution define background papers as being documents relating to the subject matter of the report which in the Proper Officer's opinion:

(a)   disclose any facts or matters on which the report or an important part of the report is based; and

(b)   have been relied on to a material extent in preparing the report and does not include published works or those which disclose exempt or confidential information and in respect of executive reports, the advice of any political advisor.

The Council will make available for public inspection for four years after the date of the meeting one copy of each of the documents on the list of background papers.

This page is intentionally left blank

EPPING FOREST DISTRICT COUNCIL
OVERVIEW AND SCRUTINY MINUTES

Committee:	Overview & Scrutiny Committee	**Date:**	Tuesday, 12 October 2021
Place:	Council Chamber - Civic Offices	**Time:**	7.00 - 9.26 pm

Members Present: Councillors M Sartin (Chairman) R Jennings (Vice-Chairman) R Baldwin, P Bolton, S Heap, A Lion, S Murray, S Rackham, P Stalker, J H Whitehouse, K Williamson and D Wixley

Other Councillors: Councillors S Kane, A Patel, C Whitbread and H Whitbread

Apologies: Councillors P Bhanot, I Hadley, J Lea, T Matthews and D Plummer

Officers Present: N Dawe (Chief Operating Officer), A Small (Strategic Director Corporate and 151 Officer), T Carne (Corporate Communications Team Manager), F Edmonds (Climate Change Officer), C Graham (Project Team Manager (Performance)), A Hendry (Democratic Services Officer), L Kirman (Democratic Services Officer), S Lloyd-Jones (Sustainable Transport Officer), V Messenger (Democratic Services Officer) and R Moreton (Corporate Communications Officer)

36.   WEBCASTING INTRODUCTION

The Chairman reminded everyone present that the meeting would be broadcast live to the Internet, and that the Council had adopted a protocol for the webcasting of its meetings.

37.   SUBSTITUTE MEMBERS

The Committee noted that Councillor S Heap had been appointed as a substitute for Councillor D Plummer.

38.   MINUTES

RESOLVED:

That the minutes of the meeting of 1 July 2021 be taken as read and signed by the Chairman as a correct record.

39.   DECLARATIONS OF INTEREST

There were no declarations of interest pursuant to the Council's Members' Code of Conduct.

40.   PUBLIC QUESTIONS & REQUESTS TO ADDRESS THE OVERVIEW AND SCRUTINY COMMITTEE

The Committee noted that no public questions or requests to address the meeting had been received.

41.   EXECUTIVE DECISIONS - CALL-IN

The Committee noted that no executive decisions had been called-in for consideration since the previous meeting.

42.   CORPORATE PLAN KEY ACTION PLAN YEAR 4 2021/22 - QUARTER 1 CORPORATE PERFORMANCE REPORTING

C Graham, Project Manager (Performance), introduced quarter 1 and reported on projects at red or amber status (exceptions), as the full report had previously been scrutinised by the Stronger Council Select Committee. The report also included an updated set of all the KPIs, regardless of status, because there had been some gaps in the data at the time the select committee had scrutinised it. Within Performance, more focus would be given to the start-up phase of projects, as well as budget control and resourcing.

The Committee scrutinised the following areas.

(1)   Appendix A – Status and Progress Report: Key Corporate Projects

(a)   Community Health and Wellbeing service area

Epping Forest District Community and Cultural Trust
Where did the discussions take place? Would scrutiny members see the action plan? It seemed that a key change in status of this decision was made about a service but not in a transparent way. How were directors appointed? C Graham replied the action plan was targeted for quarter 3. The Trust came under the Community and Regulatory Services Portfolio. Councillor A Patel, Portfolio Holder, believed this had been done in conjunction with the museum.

(b)   Customer Services service area

Provide insight for the future design of our service based on data and behavioural analysis and provide customer-centric services
There was a query on the recommendation that the project be removed from reporting until the project started. C Graham clarified that an update should be able to be provided when the project had been reviewed, as it was anticipated it would commence in quarter 1 of 2022/23.

To provide an additional one-stop portal, for all member information requirements
Could the number of reports made by members be made available? Councillor S Kane, Portfolio Holder (Customer and Partnerships Services), advised that this would only be possible when all councillors were using the recommended forms online. Questions members directed to officers themselves were being missed but if use of the forms was adopted by all members, proper analysis could be undertaken, and suitable resources put in place.

(c)   Economic Development service area

An externally provided platform for 'Place' that will re-imagine Epping Forest District as a great location to live, work and do business
A comment was noted on the project's goal in relation to its title that EFDC was a great place, you did not have to imagine it! How were local shops being targeted and engaged, and why was the newsletter on hold? C Graham advised that the Economic Development team was currently developing a strategy but once it was ready by

quarter 3 (target), it could be shared with members. However, she would contact J Houston, Partnerships and Economic Development Specialist, for an update.

(2)   Appendix B – Quarterly KPI Reporting

(a)   Customer Services service area

Overall Customer Satisfaction
As most people who contacted councillors were not satisfied, was the target too low, as 80% (actual target) did not seem very good, and should the target not be a 100%? C Graham advised that the target percentage was being looked at currently, but as it was reviewed against the previous quarter its journey could begin to be seen.

(b)   Community Health and Wellbeing service area

Were KPIs generated for portfolios and how did they emerge? Councillor S Kane explained that targets were evaluated from previous years. Councillor C Whitbread, the Leader, continued that part of the process was for the Stronger Council Select Committee to look at the full suite of data. C Graham added that initial discussions had begun on how to set these KPI targets.

Total visits in person to Epping Forest District Museums including; school outreach and loan box service
The Committee noted that this figure had probably increased above its target as the public was looking to do more activities / outings locally in the District following the Covid pandemic.

(c)   Contracts service area

Percentage change of leisure centre attendees from previous years quarter: Casual swimming and Club Live membership
The Committee was pleased by the increase in numbers across all leisure centres especially Ongar following the completion of its refurbishment.

(d)   Stronger Place KPIs

Waste: Recycling rate
The Committee asked why this was just below target? C Graham replied that the Waste team now had more staff capacity to focus on developing initiatives to improve recycling.

(e)   Stronger Council KPIs

People: Diversity & Inclusion – % of workforce by ethnicity
The Committee observed that staff were increasingly withholding ethnicity information, which was understandable but disappointing, as this was a reasonable question to ask. Did this need to be looked at further? C Graham replied that she would refer this comment to the People Team.

> **RESOLVED:**
>
> That the committee reviewed quarter 1 Corporate Performance.

43.   CLIMATE CHANGE AND SUSTAINABLE TRANSPORT UPDATE

Climate Change Officer, F Edmonds, and Sustainable Transport Officer, S Lloyd-Jones, reported on their respective areas within the update report before the Committee.

(a)   Climate change update

A public consultation on the draft Climate Change Action Plan was to take place from October to November. This would comprise online elements and include video links, as well as a series of in person events organised for members, the Youth Council and the community to attend. A proposal to plant around 2,300 trees in Jessel Green (Loughton) to enhance the local environment was being funded by a £65,000 grant from the Forestry Commission's Local Authorities Treescapes Fund. There would be a public consultation to help decide on the final planting design. The Green Homes Grant Local Authority Delivery scheme would be helping to raise the energy efficiency of lower income and low energy performance homes with a focus on energy performance certificate (EPC) ratings of E, F or G. Split into three phases, the first had been completed in August 2021 with nine properties upgraded. It was also reported that a carbon literacy toolkit had been trialled with some Service Managers that would be used to teach staff the basics of climate change science.

The Committee asked the following questions.

How was the Council engaging with councillors on the climate change action plan? F Edmonds advised that a Member Briefing on the climate change action plan was organised for 14 October 2021.

Who was included in the online public consultation on the draft Climate Change Action Plan? Also, householders were paving front gardens and not leaving any vegetation. F Edmonds advised that a community Q&A would take place on 26 October and had a very wide audience. Parish councils and community leaders had access to carbon literacy courses and the Essex Association of Local Councils was running some planet change courses. Paving front gardens was more a planning matter. Councillor A Patel continued that online video streams worked well, and it would be beneficial if the Youth Council was involved in this project. Also, the Procurement Strategy had been updated in 2021 to enhance climate change ideals.

The Committee was supportive of tree planting. However, it was difficult to visualise the amount of space that would be utilised, as the open aspect of Jessel Green was important as well as its use for activities and what would the likely tree survival rate be? There must also be community involvement for residents in the Loughton Fairmead and Broadway wards and the ward members. F Edmonds replied that to retain its openness, periphery type planting was favoured with residents being consulted on specific areas. Councillor H Whitbread, Housing Services Portfolio Holder and County Councillor, replied that it was a portfolio holder decision and discussions had been held with officers, who had submitted the bid to the Forestry Commission. At County, she was luckily on the Essex Climate Commission. Unfortunately, when a massive tree planting scheme had recently been embarked on in Chelmsford, 90% of trees had died. Therefore, the Council needed to make sure this tree planting initiative would work.

Could anything be learnt from the high percentage of trees dying? F Edmonds advised that the Council's tree officers were identifying the best sites on Jessel Green. Only trees that were hardy enough and had a survival rate of 75% would be used. Involving the community would help reduce damage to trees. Councillor

H Whitbread added that very young trees had been planted in Chelmsford. Councillor B Jennings explained that if whips (bare root trees) were planted there was a high death rate. There was a better success rate with standard to extra standard trees, which could be planted properly. Involving local children gave them a sense of community ownership.

When the houses were upgraded under the green homes grant, was it means tested? F Edmonds advised that the criteria for a home grant was an income of below £30,000 or being in receipt of certain benefits while also having a low efficiency home with an EPC rating of D, E, F or G.

(b)   Sustainable transport update

S Lloyd-Jones outlined progress on electric vehicle charge (EVC) points in the District's car parks and an increase in the provision of on-site charging at the Civic Offices to accommodate EFDC and Qualis fleet conversion to EV. A campaign was underway to understand incentives and barriers to the adoption of EV by minicabs and taxis. The use of street lamps was not favoured by ECC but at least 36% of local homes did not have access to viable off-street parking, which would seriously impede EV adoption within the next 18 months. General local commuting was still low as a result of hybrid / working from home and other major users like the elderly, who were still being cautious. An EV bus would be trialled in November and December between the Broadway and the Epping Forest Retail Park in Loughton. Demand responsive travel (DRT) would be piloted in the District to Epping Green and Harlow and work was ongoing as there was a demand from school pupils who needed to reach schools in Epping, Loughton and Chigwell.

The Committee asked the following questions.

The Council needed to provide a process for people to find and use EVC and looking at street maps would be a source. Some people might be uncomfortable with going out to use EVC points, so a process did need to be provided to people to enable them to charge EVs. Did the street lamps belong to Essex Highways? S Lloyd-Jones confirmed this and that he would be contacting the London Borough of Redbridge for their advice. Most of ECC's street lamps were set back from the kerb and he was aware EVC that was safe to use needed to be provided. Councillor M Sartin asked if the three County members at the meeting could lobby ECC on this matter.

Could Council-owned lamp posts be used for EVC and priority should be given to housing residents where it was not possible to charge at properties? S Lloyd-Jones affirmed that EFDC did own some lamp posts.

Could grassed housing land be used? S Lloyd-Jones commented that there was a case for grassed drainage areas owned by ECC and EFDC that might be feasible to use for EVC.

Was rapid charging detrimental to car batteries? S Lloyd-Jones said that rapid chargers should not solely be relied upon as no more than 80% of the battery should be charged by a rapid charger. A network would never consist of rapid chargers only.

How successful had the trial of E-on's vehicle to grid method at the Civic Offices been, what was the criteria being used and had this expanded? S Lloyd-Jones replied that the vehicle to grid method would be a way and means to expand the system and there was a definite need for it by taxis and road fleets of small electric vans. Instavolt, a commercial company, was judged on usage and was of low to zero cost to the Council, generated site rental and profit share, e.g. for taxis, trade and

light industrial vans. Officers were currently investigating if this could work in EFDC owned car parks. Contract terms could help improve the uptake of EVs as they were attractive to taxi drivers and electric vehicle contract renting schemes. It was noted that although a large number of Hackney carriage drivers lived in the District, they worked outside the District.

Disabled drivers might find it difficult to access EVC points, was this being identified? S Lloyd-Jones explained that national connectors to chargers were used but some might not be as compatible as others and he would look into how different kits performed to national standards.

When the retail park was built some members had pointed out that a shuttle service was needed, so the forthcoming trial was welcome. How was accessibility by users and their mobility judged? The Council would be renting a shuttle bus, but it would not have the capability to be lowered to pavement level. The first priority was to test the concept of the shuttle service, monitor usage and accessibility, as adjustments for vehicle lowering could be made to the bus later.

In Chigwell, there was the potential of a school bus with ECC, but it was thought that an alternative strategy was needed. S Lloyd-Jones said that the Chigwell trial was worth undertaking but ECC's school transport scheme criteria needed to be evaluated including some financial and operational analysis.

N Dawe, Chief Operating Officer, concluded that a further post-consultation report on the draft Climate Change Action Plan consultation and tree planting updates would be useful for members to scrutinise.

> **RESOLVED:**
>
> (1)   That the Committee considered progress on the climate change and sustainable travel agendas; and
>
> (2)   That a further post-consultation report on the draft Climate Change Action Plan and tree planting updates would be useful to scrutinise.

44.   COVID-19 UPDATE

The Covid update report provided by A Small, Strategic Director and 151 Officer, highlighted that Covid cases were under control at the moment. Since the report had been written, figures had fallen to 220 cases per 100,000 in the District. The report set out the current position, the Council's response actions and the actions it might take in response to a significant worsening of the local or national position. Staff were largely working from home and were being asked to find a balance between home and office working. The Government had recently stated it had a Plan A and Plan B for its Covid-19 response during the autumn and winter, but our way of working was still compliant.

What was the Covid impact on schools returning? A Small replied that the Council received figures daily but in the 11-18 age group the infection rate had risen slightly.

What actions were being taken in the local communities, like Grange Hill, where there was low uptake of the vaccination? Had the Council thought about using incentives? Councillor A Patel, Portfolio Holder (Community and Regulatory Services), replied that at the last full Council, members had been signposted to local vaccination centres. There were also mobile 'pop-up' stands from special buses that had been developed in the low uptake areas of Grange Hill, Loughton and Waltham

Abbey. Marshals were actively promoting vaccinations to people on the District's streets following government guidance. Councillor H Whitbread, Portfolio Holder (Housing Services), acknowledged that promoting to the 25-40 age group was difficult particularly to women as there were fertility challenges. Younger people were quite receptive to vaccination if they were going out clubbing etc.

Social distancing was well organised at the Civic Offices but at a recent Area Plans South meeting, members were sitting too close to each other. Councillor A Patel replied that it was business as usual for the economic recovery plan and social recovery planning was moving forwards. Members were advised that if they chose to socially distance more, they could move to another seat.

> **RESOLVED:**
>
> That the Committee reviewed the Covid-19 update.

45. LOCAL HIGH STREETS TASK AND FINISH PANEL

N Dawe, Chief Operating Officer, briefly outlined that the pandemic had resulted in a renewed interest in town centres. Following a series of actions, reports had been requested and separately considered by Cabinet. Progress with town centre issues was now well advanced and the four options reported were discussed at the meeting.

There was general consensus that the Panel should meet once more to look at where it wanted to go. This might be to refocus on one of the four options detailed in the agenda report, or to have a time lapse to return in a few months. It was recognised that all local councillors (District and Parish) should be involved including local communities / businesses and the public. P Messenger, Town Centres Project Manager, would ensure members were contacted and would also co-ordinate with the existing commercial group and local councils.

The Committee asked about the following.

Was there an update on the quick wins identified in the town centre regeneration reports, which had been signed off? The Committee was advised that progress was due to be reported to the Stronger Place Select Committee in January 2022. An informal update could be given. Councillor S Kane, Portfolio Holder (Customer and Partnerships Services), remarked that as a result of the short-term Covid measures in Waltham Abbey, there was a lot more positive activity in Sun Street from the café culture and through use of the pavements.

> **RESOLVED:**
>
> That the Local High Streets Task and Finish Panel meet once more to look at where it wanted to go.

46. CABINET BUSINESS

Cabinet's Key Decision List (KDL) updated to the 1 October 2021 was scrutinised by the Committee and the following points were raised.

(a) Finance, Qualis Client and Economic Development

Updated Medium Term Financial Plan 2022/23 to 2026/27 – it was recommended that the webcast of the Cabinet meeting on 11 October 2021 be viewed as this detailed in full the medium term issues and difficulties.

(b)   **Environmental and Technical Services Portfolio**

Waste contract – N Dawe reported that work was ongoing around recommendations to either extend the contract with Biffa or go elsewhere. It was noted that the strategic options and exact timings were being discussed currently.

Review of current EFDC off street parking tariffs and recommend tariff for EFDC off-street car parks for implementation in 2022 – it was reported this would be reviewed by Stronger Place Select Committee at an extra meeting in November 2021.

(c)   **Housing Services Portfolio**

New Fees and Charges – Councillor H Whitbread, Housing Services Portfolio Holder, had not seen the report yet but would follow this up with D Fenton, Director (Housing and Property), and confirmed that this would be pre-scrutinised by the Stronger Communities Select Committee.

Draft tree policy – was there any progress on this being completed as the Committee had scrutinised it in June 2021? Councillor H Whitbread, Portfolio Holder, advised that she would follow this up as she had not seen the final policy.

(d)   **Community and Regulatory Portfolio**

Establish a new Markets Policy for the District – Councillor A Patel advised that the new Markets Policy would be pre-scrutinised.

> **RESOLVED:**
>
> That the Committee reviewed the Executive's current programme of Key Decisions of 1 October 2021;

47.   **STRONGER PLACE SELECT COMMITTEE - TERMS OF REFERENCE (PROPOSED)**

Councillor A Lion, Select Committee Chairman, introduced the proposed terms. Feedback from the select committee's members and the Joint Meeting of Overview and Scrutiny Chairmen and Vice-Chairmen to improve its Terms of Reference had resulted in this draft. Nothing had been left out, but it was more enhanced to reflect what had been asked for.

The Committee queried if this select committee should provide scrutiny for the corporate project (7) District Wide Leisure Services Development. This was because under the Cabinet's Forward Plan of Key Decisions, the Corporate Aims and Key Objectives (2021/22) for Stronger Communities stated under (3b), "providing culture and leisure opportunities". Transferring this key objective to Stronger Communities seemed to fit more with the corporate aims, which was agreed.

Councillor S Kane suggested that the other select committees review their Terms of Reference in line with the corporate aims to make sure there were no omissions when cross-referencing the corporate aims and objectives. It was also important to allow enough time for the pre-scrutiny of Cabinet decisions and policies on the larger projects, such as (3) North Weald airfield development and (5) economic growth, skills and employment.

Councillor A Lion agreed that members should be given enough time to look at Cabinet decisions and that if officers allowed more time to present items for pre-scrutiny, they could be factored into the work programme.

The Overview and Scrutiny Committee agreed to the Terms of Reference being proposed. Councillor M Sartin, Chairman, also recommended that the other select committees review their Terms of Reference so that they aligned more with the corporate aims, which would help particularly the newer members to understand how scrutiny worked.

> **RESOLVED:**
>
> (1)   That the Overview and Scrutiny Committee agreed to the Stronger Place Select Committee Terms of Reference; and
>
> (2)   That corporate project (7) District Wide Leisure Services Development be transferred to Stronger Communities remit as this fitted more with the Cabinet's Corporate Aims and Objectives (2021/22). (NB: Please see Minute no 49 as later in the meeting scrutiny of corporate project (7), District Wide Leisure Services Development, was referred to the next joint meeting in January 2022).

48.   OVERVIEW AND SCRUTINY COMMITTEE - WORK PROGRAMME

Councillor M Sartin commented that work programme items for the next meeting on 18 November included Corporate performance reporting for quarter 2 and progress on the enforcement project.

(a)   Current work programme

(i)   Amendments

Item (9) sale of the Pyrles Lane site to Qualis – the Cabinet decision had been put back to 8 November 2021 (from 21 June 2021).

(ii)   New items

Staff induction training
Cllr J H Whitehouse had previously met with officers of the People Team about training for new staff on what the Council did and how it was run etc. She thought that the training currently provided for new staff was inadequate and asked if this could be improved. The presentation that G Woodhall, Democratic and Electoral Services Team Manager, had given to new councillors was very good and perhaps this could be adapted but, in her opinion, members should be able to give some guidance on what they thought staff should be informed about, so could a report about what went into staff induction be presented to a scrutiny committee.

A Small replied that he would refer this request to the People Team and that a report would go to the Overview and Scrutiny Committee meeting on 27 January 2022.

Unaffordable rents
Councillor J H Whitehouse said this question was in respect of communities because she had been made aware that houses were being bought under right to buy and then being let at affordable rents to people on the housing

waiting list, but that some of these people had turned down this opportunity because they could not afford the rents. Could a report be presented for scrutinising that detailed the number of properties being built under the Council housebuilding programme and those being bought under right to buy receipts, how many were being let at social rents and how many at affordable rents? Who made these decisions and what were they based on? Councillor H Whitbread replied that it was easier to have social rents when the Council was building properties on a scale, which would make the Council eligible for social rents and it was being looked into as officers had been liaising with Homes England. This could be looked at by a future Council Housebuilding Cabinet Committee or Stronger Communities Select Committee and officers could provide a report. The Committee agreed that a report on this item should be scrutinised by the Stronger Communities Select Committee.

(b)   Reserve Programme – external scrutiny

A Hendry, Democratic Services Officer, advised that he was not aware of any external scrutiny being organised. Councillor M Sartin said that members could consider moving up from the reserve programme, Essex County Council (Children's Services). The Chairman was also mindful that some of the external organisations that might be invited to Overview and Scrutiny Committee were likely to be too busy with ongoing Covid difficulties. Therefore, if the Committee did not have any suggestions perhaps it was better to wait.

Councillor D Wixley commented that he was researching some organisations of public interest with regards to possible external scrutiny. He would forward these details in due course to the Chairman, Vice-Chairman and Democratic and Electoral Services Team Manager.

RESOLVED:

(1)   That the Committee reviewed its current work programme and reserve programme;

(2)   That an amendment be made to item (9) sale of the Pyrles Lane site, as the Cabinet decision date was due on 8 November 2021;

(3)   That a new item be added to the Overview and Scrutiny Committee work programme on the staff induction process regarding training on how the Council was run, which would be scheduled for the meeting on 27 January 2022; and

(4)   That a new item be added to the Stronger Communities Select Committee work programme to report on the numbers of social rents and affordable rents for properties being built under the Council Housebuilding programme and those being bought under right to buy receipts (as detailed in full above).

49.   SELECT COMMITTEES - WORK PROGRAMMES

(a)   Stronger Communities Select Committee

In the absence of the Chairman and Vice-Chairman Councillor S Murray reported that at the last meeting on 21 September 2021, the select committee had received two presentations. The first was from the Community Safety Team on the EFDC Funded Police Officers 6 monthly update. This was followed by the Museum

collections project and the Committee heard a detailed account of the thorough way the collections were being rationalised, the strict criteria officers were working to and that an external grant had helped to facilitate the work. A customer service update was provided by S Lewis, Service Manager (Customer Services). Members had also reviewed the outcome of the stage 1 initial consultation on the Housing Allocations Policy 2022-27, how the stage 2 consultation would work that was commencing in October until December 2021, and looked further ahead to March 2022, when formal adoption of the policies was scheduled.

Feedback from other members was that the four Housing policy items should have been nearer the beginning of the agenda as more time was needed to scrutinise them, and that shorter presentations would help in future.

(b)   Stronger Council Select Committee

Councillor P Bolton, Select Committee Chairman, noted the staff induction query raised by Councillor J H Whitehouse. Councillor Bolton continued that the select committee should also analyse and ensure its Terms of Reference were fit for purpose at the next meeting.

During the last meeting on 14 September 2021, the 2021 elections had been reviewed and it was noted that in some wards it could have worked better. Although the counts had gone well, the venue in a North Weald airfield hangar had been very cold. The Qualis quarterly monitoring report for quarter 3 outlined performance, which seemed to be going quite well. Qualis was working to ensure a timelier view of the budget and was gradually improving on its accounting position.

The Committee acknowledged that the counts had been held in a hangar because of Covid restrictions and everyone had been adhering to social distancing guidelines. There was universal agreement that staff had done a good job under difficult circumstances during the elections despite some ward polling station issues.

(c)   Stronger Place Select Committee

Councillor A Lion, Select Committee Chairman, reported that at the meeting on 23 September 2021 members had finalised the proposed Terms of Reference that had come before Overview and Scrutiny Committee tonight. Members had also considered the proposed designs and names for the re-branding of the ground floor hub at the Civic Offices, which had been outlined by the Customer Services Director, Rob Pavey, and would reflect the new community and collaborative purpose of the space.

An extra meeting was being held on 4 November 2021. The select committee had a fairly full agenda with Whipps Cross and Princess Alexandra Hospital representatives attending, waste management and the potential for the Essex Highways Cabinet member to attend in terms of its highways programme.

Councillor Lion said that regarding the Terms of Reference, scrutiny of corporate project (7), District Wide Leisure Services Development (see Minute no 47), was more to do with 'leisure infrastructure', which was a 'place' issue, and was more about where the leisure centres were situated across the District and how they worked. Councillor M Sartin replied that perhaps scrutiny of this corporate project could be discussed further at the next Joint Meeting of Overview and Scrutiny Chairmen and Vice-Chairmen in January 2022.

RESOLVED:

(1)   That the Overview and Scrutiny Committee noted the progress of the three select committees against their work programmes; and

(2)   That Stronger Place Select Committee's Terms of Reference on scrutiny of corporate project (7), District Wide Leisure Services Development, be discussed further at the next joint meeting in January 2022.

50.   EXCLUSION OF PUBLIC AND PRESS

The Committee noted that there was no business which necessitated the exclusion of the public and press from the meeting.

CHAIRMAN

Report to Overview and Scrutiny Committee

Date of meeting: 18 November 2021

Portfolio: Leader (Councillor C Whitbread)

Subject: Q1 Corporate Performance Reporting

Officer contact for further information:
Maryvonne Hassall (mhassall@eppingforestdc.gov.uk/ 01992 642311)

Democratic Services Officer: V Messenger (01992 564265)

Recommendations/Decisions Required:

1. **That the committee reviews the FY21-22 Q2 Performance report and raises any areas for scrutiny.**

Report:

As agreed with Overview and Scrutiny, the report will only detail project status by exception. Exception is determined by a RED status e.g. those deemed to have missed a key milestone or have presented a key issue for resolution, or, AMBER status e.g. those deemed to be at risk of missing a key milestone or have presented a key risk for resolution (appendix A). All KPIs regardless of status are included in this report (appendix B).

Reason for decision: To enable Overview and Scrutiny Committee to review exceptions for quarterly performance measurement delivery.

Options considered and rejected: Not applicable.

Resource implications: Relevant resource implications as part of the delivery of the project and will be addressed accordingly by the service Director/and or project leads.

Legal and Governance Implications: There are no legal or governance implications arising from the recommendations of this report. However, any implications arising from actions to achieve specific objectives or benefits will be identified by the responsible Service Director and/or project leads.

Safer, Cleaner, Greener Implications: There are no implications arising from the recommendations of this report in respect of the Council's commitment to the Climate Local Agreement, the Safer, Cleaner and Greener initiative, or any crime and disorder issues with the district. Relevant implications arising from actions to achieve specific objectives or benefits will be identified by the responsible Service Director and/or project leads.

Consultation Undertaken:
Leadership Team
Service Directors

Background Papers: Strategy and Corporate plan

Impact Assessments: Impact of status has been assessed and relevant mitigation or response is in place for projects**.**

Risk Management: Any major risks from programme will be reported via the Corporate Risk Management group which is reported at Audit and Governance Committee.

Equality: Relevant equality implications arising from actions to achieve specific objects or benefits will be identified by the responsible service director and/or project leads.

2. Status and Progress Report: Key Corporate Projects

Reporting Guide (strikethrough text indicates statuses not used on this report)

~~Green~~	~~Project on track to achieve milestones.~~
Amber	Project at risk of missing milestones.
Red	Project has missed milestones / project has serious issues.
~~Blue~~	~~Project complete.~~
⟷	Project status is unchanged since previous report.
⇧	Project status has improved since previous report.
⇩	Project status has declined since previous report.

Service Area: Community Health and Wellbeing				Lead Officer: Jen Gould

Goal	Aspirational Milestones	Previous RAG	Current RAG	Progress Update
Waltham Abbey Community & Cultural Hub				
To develop an Epping Forest Community and Economic Hub through combining Epping Forest District Museum and Essex County Council library buildings in Sun Street, Waltham Abbey.	N/A project on hold pending further instruction.	Green	Red ⬇	At the request of Cabinet this project is currently paused.

Service Area: Housing Needs				Lead Officer: Jen Gould

Goal	Aspirational Milestones	Previous RAG	Current RAG	Progress Update
Reprovision of Hostel*				
*New project to this report. Awaiting final confirmation of inclusion of agreed project reporting.	Q2 Project proposal document to be brought to Governance Group for discussion November 2021	Amber	Amber ⬌	Project currently in concept with proposal documentation being completed for governance group discussion and agreement in November 2021.

Service Area: Customer Services	Lead Officer: Rob Pavey

Goal	Aspirational Milestones	Previous RAG	Current RAG	Progress Update
First Line Migration to Contact Centre - Revenue & Benefits (Fix the Basics)				
Improvement of essential customer service processes and operations to improve the effectiveness of the function and service delivered to customer and providing a solid foundation	Q1 2022/23 • Project on hold until 2022/23 PM resource to be appointed	Green	Amber ⬇	Project proposal submitted to PMO. Resourcing priority within Revenues focussed on income collection post-Covid lockdown to help recover the Council's financial position. Resourcing issues also within Customer Service area has meant the project has moved to 22/23.
Research & Feasibility Recommendations				
Provide insight for the future design of Council services based on data and behavioural analysis	Project on hold	Amber	Amber ⬌	The council is currently reviewing the priority of this programme against other initiatives. Programme may then require further clarity on its scope.
Councillor Portal*				
*New project to this report. Awaiting final confirmation of inclusion of agreed project reporting.	No timelines as yet, interim solution provided to review need for an additional portal.	Amber	Amber ⬌	None.
Telephony Solution*				
*New project to this report. Awaiting final confirmation of inclusion of agreed project reporting.	TBC	Amber	Amber ⬌	Proposal form sent to PMO. Project Manager resource to be agreed ongoing. Funding to be agreed. Requirements finalised in preparation for tender. Project Manager resource to be agreed ongoing.

Service Area: PP & Implementation	Lead Officer: Nigel Richardson

Goal	Aspirational Milestones	Previous RAG	Current RAG	Progress Update
Climate Action Plan				
To be an enabler for achieving climate change ambitions of the Council of being carbon neutral by 2030 and to ensure impacts of growth in the District are mitigated.	<u>Q2</u> • Pre-Consultation engagement. From June to mid-August with the purpose of refine the consultation materials and events, understanding key issues, widening our network of contacts in the community to allow for wider engagement with the consultation and climate change in general.	Amber	Amber ⟺	The main consultation period has been moved from June to September to allow for more face to face engagement activities following the anticipated lifting of Covid restrictions. The period will also avoid school holidays and other Local Plan and ECC consultations on travel. Return to a green will depend on when the Climate Change Action Plan is approved by Cabinet. This is expected to be in February
Green Infrastructure Strategy				
Establish strategy and policies relating to Green and Blue infrastructure, the protection of ecological assets and high-quality design.	<u>Q2</u> • Woodland Trust to be consulted to discuss the implementation of key projects and wider initiatives set out in the GIS. Draft paper has been developed for the implementation of the Roding Valley Recreation Ground and Theydon Bois to Loughton/Debden Public Rights of Way Network. Officers are in the process of preparing a project proposal for the creation of Suitable Alternative Natural Greenspace (SANG) at North Weald Bassett. It is	Amber	Amber ⟺	Woodland Trust meeting with relevant officers on 1 July 2021. The draft paper is currently being reviewed by officers to ensure that a co-ordinated approach is being taken across the Council prior to presentation at a briefing of the Council's Cabinet (date to be confirmed) . A site visit is also being organised for officers from Natural England to provide a context to the proposals recognising that they will be engaged in the detailed development of the proposals. This is an on-going strategy of numerous projects predominantly funded by developer contributions on the back of planning permissions. Likelihood therefore that this remains on Amber.

	anticipated that this will be drafted during July 2021. Currently bidding for a cohort from Public Practice to lead on the GIS. Await to hear if successful (July 2021) for a Sept/Oct start.	Amber	Amber	
Local Plan				
Deliver Local Plan	Q2 Main Modifications are changes to the published Local Plan Submission Version (2017) which are required to remedy issues of soundness. Consultation process begins on 8 July 2021 for 10 weeks. Following the consultation, the Council will forward all representations to the Planning Inspector for her consideration. The Council is also required to consider the responses to each Main Modification and provide a summary Council response per Main Modification.	Amber	Amber ⟷	Cabinet briefing as to the process and content of the Main Modifications consultation took place on 18-06-21 followed by All Member briefing on 28-06-21. Local Council Liaison Cttee briefing on 8 July 2021. Main Modification Consultation began on 16th July to23rd September with over 900 representations submitted. Representations submitted to the Inspector on 29th October. Return to Green: dependant on the Planning Inspectors' consideration of the representations and preparation of Examination Report. Earliest anticipated December 2021.
Local Enforcement Plan*				
*New project to this report. Awaiting final confirmation of inclusion of agreed project reporting.	Q2 Adoption of the Local Enforcement Plan, pending agreed amendments, by the Portfolio Holder for Planning and Sustainability July 2021.	Green	Amber ⬇	Consultation completed and Draft completed, awaiting legal advice on prosecution principles/policy before requesting Portfolio Holder sign-off.
Interim Air Pollution Mitigation Strategy*				
*New project to this report. Awaiting final confirmation of inclusion of agreed project reporting.	• Interim Air Pollution Mitigation Strategy adopted by Full Council on 8 February 2021 with requirement for a cross party Portfolio Holder Advisory Group to be set up to help deliver the Interim APMS and work with officers to identify where further initiatives not identified in	Amber	Amber ⟷	An update on these actions to be undertaken and fed back to the next Portfolio Holder Advisory Group meeting to be held in September 2021.

	the APMS could be brought forward to advance Air Quality Improvements with the objective of removing the need to introduce a Clean Air Zone (CAZ). Actions from Portfolio Holder Advisory Group Meeting in June: • Liaison with Essex CC/TFl to potentially introduce Bus routes in the forest, and dynamic signage re air quality and idling vehicles at forest boundaries. • Stephen Lloyd Jones to be invited to group to provide support on the development and implementation of Sustainable Transport initiatives. • EFDC commitment to give free car parking for electric vehicles in Council-owned car parks – timeline and costs to be provided- City of London (CoL) to consider adoption for Forest car parks , recognising that this would require committee approval and potentially a change to Forest Bylaws • Identify opportunities to undertake some interim monitoring of the Vehicle Fleet Mix before 2024 to provide an understanding of progress towards the targets for 2024. In addition, clarifation to be sought from AECOM as to whether smaller petrol vehicles emit less ammonia from catalytic convertors • Officers to respond to the request for EFDC and the CoL to work together to reduce impact on the forests: what could be done, what			

| | has been the impact of Covid on vehicle movements; interrelationship with climate change; lower speed limits in forest; time over distance Cameras; consideration of displacement of traffic on wider air quality; links with Forest Transport Strategy.
• All to suggest ideas over and above those identified in the APMS to reduce air pollution.
Provide an update on progress in establishing the Officer Technical Group for developing the CAZ and on the Council's proposed awareness raising as set out in the APMS. To note: EFDC officers are meeting to bring together a joint approach to raising awareness with local residents and businesses as to what they can do to meet the Air Pollution and Climate Change challenges. Work is also commencing on establishing the Officer Technical Group for the CAZ. | | | |

Service Area: Digital Planning Improvements   **Lead Officer: Nigel Richardson**

Goal	Aspirational Milestones	Previous RAG	Current RAG	Progress Update
Back Office System (Digital Planning Process Improvement & Digital Solution)				
Deliver a digital solution and improve processes within planning department. Providing the Development	<u>Q3</u> • Go Live	Amber	Amber ⟷	Some difficulties with data migration being encountered - supplier has provided quote for data migration options and assistance from

Management Service with a single digital workspace to complete all tasks relating (enforcement, trees, conservation, applications, appeals, pre-application advice) and for customers to interact with us and for up to date information to be available to our customer services team and other parties regarding the DM function.				implementation expert and a Local Authority partner have been secured to complete data migration and setup. Funding for completion of the project has been secured. Likely Go Live date will be delayed from Q3 to Q1 2022/23 due to data megaton and implementation issues.

2. Quarterly KPI Reporting

Stronger Communities KPIs				
Key Performance Indicator	**21/22**	**Actual**	**Target**	**Comments**
Customer Services: Overall Customer Satisfaction	Q1	66%	80%	For comparison the last quarter, FY20/21 Q4, actual was 74% - this quarter has seen an increase of overall customer satisfaction of 6%.
	Q2	58%	80%	Wait times have been impacted by severe resourcing issues in the contact centre due to long term sickness, bereavement and leave all at the same time.
	Q3			
	Q4			
Customer Services: First Point Resolution	Q1	49.9%	45%	For comparison the last quarter, FY20/21 Q4, actual was 44% - this quarter has seen an increase of overall customer satisfaction of 5.9%
	Q2	62%	45%	For comparison the last quarter, FY20/21 Q4, actual was 44% - this quarter has seen an increase of overall customer satisfaction of 5.9%
	Q3			.
	Q4			
Customer Services: Complaints resolved within SLA	Q1	89%	85%	> Reduced volume of complaints compared to Q4. 97 last Quarter, 65 this quarter with 89% handled within SLA > 42% complaints had the outcome of "Not Upheld" and 12% were upheld. 44% partially upheld. > 5 out of the 65 complaints for Q1 have escalated to a Stage 2 formal complaint in all cases the initial outcome remained. SERVICE AREAS WITH SIGNIFICANT VOLUMES > Waste - 13 formal complaints for this Q1 with the main themes being around the uncleanliness of the streets as the perception is that residential streets were not being cleaned. Expectations were managed by the Waste Team Manager in each complaint. > Revs & Bens - 11 complaints for Revs & Bens with the majority pertaining to Business Grants and Council Tax arrears.
	Q2	88%	85%	84 complaints for Q2 which is an increase on Q1. 9% escalated to stage 2 with no change on outcome. All areas except waste and Qualis have seen an increase. Rev & Bens complaints related to grants & council tax arrears. Community & Resilience relating to noise. Housing Assets & Maintenance, 10 complaints no trends
	Q3			

	Q4			
Community Health and Wellbeing: No of homelessness approaches	Q1	258	n/a	This is an information only PI that enables the service to track trends and map trajectory ensuring statutory service is adequately resourced to meet demand. It does not provide a measure of the quality or effectiveness of the homelessness service which would be far better served by reporting on outcomes
	Q2	229	n/a	YTD 487 homelessness approaches. An average of 81 pcm.
	Q3		n/a	
	Q4		n/a	
Community Health and Wellbeing: No of households in Temporary Accommodation	Q1	107	n/a	This is an information only PI that enables the service to track trends and map trajectory ensuring statutory service is adequately resourced to meet demand. The figure is a snapshot taken on the last day of the final month in a quarter. It does not provide a measure of the quality or effectiveness of the homelessness service which would be far better served by reporting on outcomes
	Q2	101	n/a	
	Q3			
	Q4			

Community Health and Wellbeing: Engagement in community, physical or cultural activity	Q1	4569	1750	These targets were set during the pandemic. With the easing of restrictions, engagement has been even greater than expected hence the actual figure is much higher than the target. Given this, the annual target of 7000 (1750 / quarter) will be adjusted to annual target of 14,000 (3,500 / quarter) and this will be reflected in reporting for the remaining quarters.
	Q2	5407	3500	This annual target has been increased to 14000
	Q3			
	Q4			
Community Health and Wellbeing: No of families in B&B accommodation for 6 weeks+	Q1	0	0	The Council has a legal requirement to ensure no family is kept in B&B accommodation for more than 6 weeks. No family within Epping has been placed in B&B accommodation for longer than 6 weeks as required.

	Q2	0	0	
	Q3			
	Q4			

Contracts:	21/22	Actual	Target	Comments
% change of leisure centre attendees from previous years quarter: Gym visits	Q1	Epping: 55% decrease Loughton: 25% decrease Ongar: 60% decrease Waltham Abbey: 58% decrease	n/a	The percentage change has been calculated comparing 2019 figures against 2021 figures. 2020 figures were not used as gyms were closed for all of Q1 in 2020 in line with local and government restrictions. Due to the COVID-19 pandemic, attendance has seen a significant decrease as gyms were closed during Q1. As restrictions have now lifted, it is expected that there will be an improvement in actuals for the remaining quarters
	Q2	Epping: 73% decrease Loughton: 18% decrease Ongar: 63% decrease Waltham Abbey: 64% decrease	n/a	The percentage change has been calculated comparing 2019 figures against 2021 figures. 2020 figures were not used as gyms were closed partially during Q2 in 2020 in line with local and government restrictions. August figures for gym visits were above previous years. However, despite restrictions being lifted, attendance for gym visits is still considerably low and will be kept under review. Group Work Out classes returned on 17th May which may be a factor for greater gym use. at the next Leisure Management Partnership Board if we can change the KPI to actual number of users for membership and swimming to match the KPI's Places Leisure use. Happy to keep current KPI until new financial year.
	Q3			
	Q4			

Contracts: % change of leisure centre attendees from previous years quarter: Casual swimming	Q1	Loughton: 10% increase Ongar: 103% increase Waltham Abbey: 7% decrease	n/a	The percentage change was calculated comparing 2019 figures against 2021 figures. 2020 figures were not used due to gyms closed for all of Q1 in 2020. The Ongar refurbishment project completed in Jan 2021 and has attracted higher attendance.
	Q2	Loughton: 22% decrease Ongar: 108% increase Waltham Abbey: 104% increase		The percentage change has been calculated comparing 2019 figures against 2021 figures. 2020 figures were not used as gyms were closed partially during Q2 in 2020 in line with local and government restrictions. Casual swimming continues to grow and although Loughton is currently at a 22% decrease, the number of casual swimming has increased since Q1 in 2021. The Ongar pool refurbishment works has attracted higher attendance. Waltham Abbey is currently benefitting from the temporary closure of The Laura Trott Leisure Centre in neighbouring Broxbourne.
	Q3			
	Q4			
Contracts: Club Live membership	Q1	Epping: 33% decrease Loughton: 24% decrease Ongar: 103% increase Waltham Abbey: 29% decrease	n/a	The percentage change has been calculated comparing 2019 figures against 2021 figures. 2020 figures were not used as gyms were closed for all of Q1 in 2020 in line with local and government restrictions. The Ongar refurbishment project completed in Jan 2021 and attracted higher attendance.
	Q2	Epping: 29% decrease Loughton: 18% decrease Ongar: 19% decrease Waltham Abbey: 21% decrease	n/a	The percentage change has been calculated comparing 2019 figures against 2021 figures. 2020 figures were not used as gyms were closed partially during Q2 in 2020 in line with local and government restrictions. Although figures are not up to pre-Covid levels, Club Live Memberships continue to grow compared to Q1 figures. Please note the Club Live numbers for Q2 are indicative as the actual September 2021 numbers are not yet out.
	Q3			

	Q4			
Stronger Places KPIs				
Contracts Waste:	**21/22**	**Actual**	**Target**	**Comments**
Recycling rate	Q1	59.630%	60%	A target of 60% has not quite been reached during Q1. However, a restructure of the Waste Team has been completed to increase capacity within the team and focus on developing initiatives, education and awareness on reuse and recycling.
	Q2	60.8%	60%	Estimate needs validation by WDA
	Q3			
	Q4			
Contracts Waste: Reduction in household waste	Q1	0.107kg/household	0.100kg/household	Household waste volumes are still high following the COVID-19 pandemic and the resulting increase in home workers moving waste from commercial properties to residential properties. As above, the waste team are looking into initiatives for education and awareness on reuse and recycling.
	Q2	0.105kg	0.100kg/household	As above, still high levels of waste being presented as people continue to work from home. Also, this figure does comprise of refuse, some street cleansing and fly tips
	Q3		0.100kg/household	
	Q4		0.100kg/household	
Housing Management Rent Arrears	Q1	1.37%	<1.55%	This KPI is a measure of the outstanding rent due (arrears) of the total rent sum from Council residential properties.
	Q2			
	Q3			
	Q4			
Planning and Development: Percentage of applications determined within agreed timelines: Major	Q1	0%	80%	There were only 2 decisions which were refused planning permission, but the refusal was given outside of agreed timeline due to the complexity of the applications, which required planning committee decision.
	Q2	1.43%	90%	The backlog of planning permissions because of the air quality impact on Epping Forest is being steadily released but applicants are unwilling to sign extension of time to a new end date on major

		 		application types. Performance therefore is suffering with 1 out of 6 decided in time.
	Q3			
	Q4			
Planning and Development: Percentage of applications determined within agreed timelines: Minor	Q1	83%	90%	67 out of 80 in time. The other 13 applications were decided outside of the agreed timeline due to the complexity of the applications which delayed decisions. A process and efficiency review are underway to consider what improvements can be made to prevent further delays in applications.
	Q2	86.19%	90%	156 out of 181 applications were made in time, which is an improvement over Q1. The target is just being missed but moving in the right direction.
	Q3			
	Q4			
Planning and Development: Percentage of applications determined within agreed timelines: Other	Q1	92%	90%	This category has the highest volume of applications received (householder extensions) and 348 out of 378 applications were decided in time in this category in Q1, which is normal. They are less contentious, and the majority are determined daily under officer delegated powers. Therefore the 8-week target is generally achieved. Those required to be determined at planning committees, which meet on a 4-week cycle, are more likely to be out of time.
	Q2	91.19%	90%	600 out of 658 applications were decided in time. They are less contentious, and the majority determined daily under officer delegated powers, so the 8-week target is generally achieved.
	Q3			
	Q4			
Planning and Development: Housing Delivery Test progress	Q1	n/a	n/a	This is KPI is measured annually, quarterly figures are not available. KPI data will be provided following Q4.
	Q2			
	Q3			
	Q4			

Stronger Council KPIs				
Key Performance Indicator	21/22	Actual	Target	Comments
People: Diversity & Inclusion – % of workforce by Ethnicity	Q1	Black & minority ethnic: 5.06% White - all: 71.16% Unknown (no response to survey): 4.38% Withheld (no declaration of ethnicity on survey): 19.06%	No targets are set but People Team have developed workforce KPI data insights and dashboards.	For comparison, 2019/20 figures were: Black & minority ethnic: 4.67% White - all: 73.22% Unknown (no response to survey): 5.64% Withheld (no declaration of ethnicity on survey): 12.09% The key takeaway from the current figures are that staff are increasingly withholding ethnicity information. 18.74% this year, compared with 12.09% last year, did not declare ethnicity when given the option to do so.
	Q2	Black & minority ethnic: 5.11% White - all: 69.87% Unknown (no response to survey): 4.26% Withheld (no declaration of ethnicity on survey): 19.74%		
	Q3			
	Q4			
People: Diversity & Inclusion – % of workforce with Disability	Q1	6.29%	n/a	This is voluntary information from staff and the actual figure may be higher than what is reported. We are working towards Disability Confident Level 2 and working with external charities, e.g. Shaw Trust, Change 100, and the Living with Disability publication to increase our engagement and hiring of people with disabilities.
	Q2	5.96%	n/a	
	Q3			
	Q4			
People: Staff Turnover %	Q1	4.12%	11%	Target is based on public sector median turnover rate which is 11% per annum. For comparison, the average turnover per quarter in FY2019/20 was 4.4% so our figure of 3.28% is in line with expectations.

	Q2	4.94%	11%	
	Q3			
	Q4			
People: Sickness Absence – average number of days per employee	Q1	2.29days	2.15 days	Target is based on the mean average number of days lost per employee per quarter in 2020. We expect lower numbers than the 2.15 average throughout spring / summer and higher numbers than the average in autumn / winter.
	Q2	3.95 days	2.15 days	
	Q3			
	Q4			

Report to Overview and Scrutiny Committee

Date of meeting: 18 November 2021

Portfolio: Planning and Sustainability (Cllr Nigel Bedford)

Epping Forest District Council

Subject: Endorsement of the HGGT Transport Strategy

Officer contact for further information: Ione Braddick (01992 564205)

Democratic Services Officer: V Messenger (01992 564243)

Recommendations/Decisions Required:

Overview and Scrutiny Committee is requested to consider the report for endorsement of the Harlow and Gilston Garden Town Transport Strategy (report and appendices attached as Appendix A, B, C, D, E) and make any comments that they wish Cabinet to reflect upon when the receive this report on 06 December 2021.

Report:

1. Harlow and Gilston was designated as a Garden Town by the Ministry for Homes, Communities and Local Government (MHCLG) in January 2017 and will comprise new and existing communities in and around Harlow.

2. Set in attractive countryside, with transformative investment in transport and community infrastructure, new neighbourhoods to the east, west and south and new villages to the north (collectively referred to as the new Garden Communities) will be established and integrated with the existing Harlow town.

3. The Harlow and Gilston Garden Town (HGGT) Partnership describes the cross boundary joint working arrangements between East Herts District Council (EHDC), Epping Forest District Council (EFDC) and Harlow District Council (HDC) working together with Essex County Council (ECC) and Hertfordshire County Council (HCC) to ensure plans for the Garden Town deliver on their agreed HGGT Vision.

4. The report (Appendix A) concerns the endorsement of the HGGT Transport Strategy. The Transport Strategy has been prepared on behalf of the HGGT Partnership. The Strategy is crucial in meeting the ambitions for sustainable movement set out within the HGGT Vision, against the backdrop of the challenges of future travel demand linked to planned growth as set out in the Council's emerging Local Plan.

5. Transport is now the largest contributor to UK greenhouse gas emissions (28% of domestic emissions, of which 90% is road transport), worsening the climate emergency. All five HGGT Partner Authorities have declared a Climate Emergency or committed to Climate Action, with Epping Forest District Council declaring a Climate Emergency in 2019 and recently undertaking public consultation on the Council's Climate Action Plan. This HGGT Transport Strategy supports the highest commitment across the Garden Town Authorities: to become Carbon-Neutral by 2030.

6. Key to this is making it easier to choose to travel sustainably, by providing reliable and high quality sustainable and active travel routes, and creating connected communities and safe, enjoyable streets that offer local facilities and travel options for everyday activities.

7. The Transport Strategy is intended to be embedded as a material planning consideration into the masterplanning and planning processes for the new Garden Town Communities, neighbourhoods and other developments within the Garden Town. The Strategy will also be used to secure funding from developers, central government and other bodies.

8. The Transport Strategy establishes a clear Mode Share Objective:

    - **50% of all trips** starting and/or ending in the existing settlement area of Harlow Town should be by active and sustainable travel modes, and;
    - **60% of all trips** starting and/or ending in the new Garden Communities of Harlow & Gilston Garden Town should be by active and sustainable travel modes

9. The Transport Strategy also includes a set of Principles which aligns with the growth strategies (including the delivery of 23,000 homes within the Garden Town) within the respective Local Plans of the HGGT partner authorities. The Strategy sets out how this planned growth can be achieved through modal shift towards sustainable and active travel and details a number of Actions to achieve this modal shift and the ambitious targets proposed for sustainable travel.

10. The report also sets out how the HGGT Transport Strategy has evolved based on latest national transport strategy documents, to have updated Objectives, Principles and Actions, and the key changes which have taken place due to the extensive public consultation and partner member engagement that has been undertaken. The first draft of the Transport Strategy was reviewed by EFDC Cabinet Members in March 2019, with further engagement from March 2020 - September 2021, with partner members and portfolio-holders alongside targeted additional public engagement, to produce the final Transport Strategy. Further detail of the consultation can be found in the Consultation Report (Appendix D).

Reason for decision:

To ensure that the HGGT Transport Strategy is afforded suitable planning weight through endorsement as a material consideration in the planning process. This will ensure that development proposals across the Garden Town contribute to the Council's and HGGT's sustainable mobility ambitions, and that clear parameters are established for future pre-application advice, preparation of masterplans, assessing planning applications and any other development management purposes.

Options considered and rejected:

Not to agree the HGGT Transport Strategy or endorse the HGGT Transport Strategy as a material consideration in the planning process, which would mean that there would be no guidance to support the delivery of development proposals and achieve the objectives set out in the HGGT Vision and Council's emerging Local Plan.

Consultation undertaken:

Informal engagement was undertaken throughout the production of the draft HGGT Transport Strategy with partner officers, community groups and the HGGT Board. The draft HGGT Transport Strategy was subject to a 6-week public consultation in January 2020 (including exhibitions, Member briefings, village halls and workshops with key stakeholders). This took place just before the first Covid-19 lockdown and results were presented to the HGGT of this consultation Board in June 2020. Further consultation was requested to secure input from unrepresented groups – specifically young people, businesses and local organisations – and to increase the overall consultation response. A second round of consultation was therefore conducted over 4 weeks in late 2020. This consultation focused on young people, businesses, charities and internal Officers through a series of workshops. Further detail on the consultation process and results can be found in Appendix C.

Page 38

Resource implications:

The work to support the HGGT Transport Strategy at masterplanning and planning application stage, to be viewed alongside the emerging Local Plan policies, is covered by the resource within the Implementation team. The Strategy will require resource to plan, deliver and monitor the infrastructure schemes, and to deliver behaviour change measures. These will be primarily undertaken by Local Highways Authorities with support from HGGT. However further actions to deliver active travel behaviour change within local communities will require resource from the relevant authority partner and their Sustainable Travel / Community Engagement teams, in partnership with Local Highway Authorities and the HGGT team. The financial contributions – if any – required from Epping Forest District Council are currently unknown. Detailed proposals, including detailed financial implications, will be developed in the context of the Council's financial position and reported in due course

Legal and Governance Implications:

Safer, Cleaner, Greener Implications:

The delivery of the HGGT Transport Strategy will help to address how the planned growth can be achieved, through modal shift towards sustainable and active travel. The Strategy seeks to take forward emerging Local Plan policies designed to promote the notion of encouraging and enabling active and sustainable travel choices, and through doing so improving health, wellbeing, air quality, placeshaping, economic and social mobility. This will contribute to safer, cleaner, greener objectives by planning for sustainable development.

Background Papers:

- Cabinet Report C-036-2018/19– Harlow and Gilston Garden Town Transport Strategy 07 March 2019
- Appendix A: Report to 06 Dec Cabinet: Endorsement of HGGT Transport Strategy
- Appendix B: HGGT Transport Strategy
- Appendix C: High Level Programme
- Appendix D: Consultation Report
- Appendix E: Equalities Impact Assessment
- Appendix F: Report for HGGT Board on HGGT Transport Strategy

This page is intentionally left blank

Report to the Cabinet

Report reference: <mark>*C-xxx-2020/21*</mark>

Date of meeting: *06 December 2021*

Epping Forest District Council

Portfolio: **Planning and Sustainability**

Subject: **Endorsement of Harlow and Gilston Garden Town Transport Strategy**

Responsible Officer: **Ione Braddick** **(01992 564205).**

Democratic Services: **Adrian Hendry** **(01992 564246).**

Recommendations/Decisions Required:

(1) **To consider the HGGT Transport Strategy (Appendix A) together with the accompanying appendices including the high level programme (Appendix B), consultation report (Appendix C) and equality impact assessment (Appendix D);**

(2) **To agree that the HGGT Transport Strategy will be considered as a material planning consideration in connection with the preparation of masterplans, pre-application advice, assessing planning applications and any other development management purposes for sites within the Harlow and Gilston Garden Town;**

(3) **To delegate to the Planning Portfolio Holder for Planning and Sustainability in consultation with the Director of the Garden Town to make any minor text or design amendments to the HGGT Transport Strategy prior to publication should there be necessity for clarification or changes proposed by the respective decision makers of East Herts, Harlow and Epping Forest Districts and Essex and Hertfordshire Counties in order to ensure a consistent document.**

(4) **To acknowledge that the ambition, mode share objective and principles in the Transport Strategy should help shape existing and future work programmes of the Highway Authorities and the Local Planning Authorities across the Garden Town, and can provide supporting justification for funding submissions and spending commitments in relation to transport. Content will also be relevant to initiatives undertaken by Epping Forest District Council.**

Executive Summary:

This report concerns the endorsement of the Harlow and Gilston Garden Town (HGGT) Transport Strategy. The HGGT Transport Strategy has been prepared on behalf of the five HGGT Authority partners (Epping Forest, Harlow and East Herts District Councils, and Essex and Hertfordshire County Councils). The Strategy is crucial in meeting the ambitions for

sustainable movement set out within the HGGT Vision, against the backdrop of the challenges of future travel demand linked to planned growth as set out in the Council's emerging Local Plan.

Transport is now the largest contributor to UK greenhouse gas emissions (28% of domestic emissions, of which 90% is road transport), worsening the climate emergency. All five HGGT Partner Authorities have declared a Climate Emergency or committed to Climate Action, with Epping Forest District Council declaring a Climate Emergency in 2019 and recently undertaking public consultation on the Council's Climate Action Plan. This HGGT Transport Strategy supports the highest commitment across the Garden Town Authorities: to become Carbon-Neutral by 2030.

Key to this is making it easier to choose to travel sustainably, by providing reliable and high quality sustainable and active travel routes, and creating connected communities and safe, enjoyable streets that offer local facilities and travel options for everyday activities.

The Transport Strategy is intended to be embedded as a material planning consideration into the masterplanning and planning processes for the new Garden Town Communities, neighbourhoods and other developments within the Garden Town. The Strategy will also be used to secure funding from developers, central government and other bodies.

The Transport Strategy establishes a clear Mode Share Objective:
- **50% of all trips** starting and/or ending in the existing settlement area of Harlow Town should be by active and sustainable travel modes, and;
- **60% of all trips** starting and/or ending in the new Garden Communities of Harlow & Gilston Garden Town should be by active and sustainable travel modes

The Transport Strategy also includes a set of Principles which aligns with the growth strategies (including the planned delivery of 23,000 homes within the Garden Town) within the respective Local Plans of the HGGT partner authorities. The Strategy sets out how this planned growth can be achieved through modal shift towards sustainable and active travel and details a number of measures to achieve this modal shift and the ambitious targets proposed for sustainable travel.

This report sets out how the HGGT Transport Strategy has evolved based on latest national transport strategy documents, to have updated Objectives, Principles and Actions, and the key changes which have taken place due to the extensive public consultation that has been undertaken. The first draft of the Transport Strategy was reviewed by EFDC Cabinet Members in March 2019, with further engagement from March 2020 - September 2021 with partner members and portfolio-holders alongside targeted additional public engagement, to produce the final Strategy. Further detail of the consultation can be found in the Consultation Report (Appendix C).

Reasons for Proposed Decision:

To ensure that the HGGT Transport Strategy is afforded suitable planning weight through endorsement as a material consideration in the planning process. This will ensure that development proposals across the Garden Town contribute to the Council's and HGGT's sustainable mobility ambitions, and that clear parameters are established for future pre-application advice, preparation of masterplans, assessing planning applications and any other development management purposes.

Other Options for Action:

Not to agree the HGGT Transport Strategy or endorse the HGGT Transport Strategy as a material consideration in the planning process, which would mean that there would be no guidance to support the delivery of development proposals and achieve the objectives set out in the HGGT Vision and Council's emerging Local Plan.

Report:

1. The HGGT Transport Strategy can be found at Appendix A. It was developed to deliver the HGGT Vision in respect of the key principles for Healthy Growth through a focus on Sustainable Movement to support the scale of ambitious housing and economic growth set out in the Local Plans.

2. This investment in travel choice for residents, workers and visitors, to achieve the Mode Share Objective, reduces the impact on the existing public highway from all new developments and from the existing town, preserving capacity in the network. This allows the new developments to be delivered without negatively impacting on the ability of the public highway to operate safely and acceptably, whilst also contributing positively to health, wellbeing and environmental quality across the Garden Town.

3. The Transport Strategy is consistent with the principles and indicators within the HGGT Vision, HGGT Sustainability Guidance & Checklist and the Local Planning Authorities adopted and emerging Local Plan policies. The Strategy is also consistent with the principles set out in the Town and Country Planning Association Garden Community guidance including the ambitious Modal Shift Objective at the core of the Transport Strategy (detailed below).

4. Since the publication of the draft Strategy the Government has released three important national transport strategy documents:

    - Gear Change – A bold policy for walking and cycling – July 2020

    - Bus Back Better – National Bus Strategy for England – March 2021

    - Decarbonising Transport - A better greener Britain – July 2021

5. The HGGT Transport Strategy aligns with these documents including setting an ambitious mode share target; development of a Local Cycling and Walking Infrastructure Plan to invest in the active travel network; the development of the Sustainable Transport Corridors to enhance public transport operation; development of Enhanced Bus Partnerships in response to 'Bus Back Better' and developing strategies to introduce electric vehicle charging.

6. The Transport Strategy is intended to be used by applicants (for planning permission on sites located in the Garden Town) and partner Authorities when preparing and discussing masterplans, pre-application proposals, determining planning applications, considering Section 106 obligations and discharging conditions attached to planning permissions. This will ensure a consistent and integrated consideration of the key sustainable transport principles, objectives and priorities at the early stages of schemes and masterplans across the Garden Town.

7. A high level programme is set out in Appendix B. Further work will need to be undertaken to refine this programme as schemes come forward for delivery and funding becomes available. This programme will be greatly informed by the HGGT

Infrastructure Delivery Plan which will be regularly reviewed.

THE OBJECTIVES, PRINCIPLES AND ACTIONS

8. The HGGT Transport Strategy proposes one overarching Mode Share Objective, three Principles and is supported by five key actions. These are set out below:

9. The Objective:

- Mode Share Objective – 50% of all trips starting and/or ending in the existing settlement area of Harlow Town should be by active and sustainable travel modes and 60% of all trips starting and/or ending in the new Garden Communities of Harlow & Gilston Garden Town should be by active and sustainable travel modes.

10. The Principles:

- Principle 1 – User hierarchy: Decisions should be shaped by following the user hierarchy which gives priority to reducing unnecessary travel, walking, cycling and public transport.

- Principle 2 – A culture of active and sustainable travel: The Garden Town should be an environment where active and sustainable travel is valued, prioritised, and supported to ensure that the associated social, environmental, wellbeing and economic benefits are available to everyone.

- Principle 3 – Accessibility and Inclusion: Infrastructure should be designed for everyone and with consideration of those with the greatest need first. Everyone should have the opportunity to choose more sustainable and active modes of travel.

11. The Actions:

- Action 1: Enabling Choice ...means creating connected communities that offer local facilities and travel options for everyday activities.

- Action 2: Streets for People ...means making our streets and neighbourhoods places that are safe, sociable and enjoyable – for everyone – by creating attractive places that people want to walk and cycle in.

- Action3: Quality Public Transport ...means connecting people to the places they want to go, providing independence and mobility to those who need it most, while reducing air pollution and congestion. The development and delivery of the Sustainable Transport Corridor network will facilitate this.

- Action 4: A Network that Works ...means providing reliable, high-quality alternatives to private vehicles.

- Action 5: Maximising Opportunities ... means exploring and introducing new and innovative transport technologies as they develop.

12. Achieving the Mode Share Objective will require a generational change. It also has some interdependencies with progression of other policies and infrastructure at national and local levels, including the availability of funding. It is therefore recognised that it will be an incremental process but one that will require an extensive range of measures from the outset in the new Garden Communities and as soon as possible

within the existing town. Appendix B presents a high level programme showing the mix of projects anticipated including discrete one-off proposals such as the Sustainable Transport Corridor network and rolling programmes of behaviour change incentives.

13. Funding is required to develop schemes and initiatives through to delivery. Funding will be sought from a variety of sources such as developer contributions and Government grants e.g. the Housing Investment Grant (HIG), the Active Travel Fund, Levelling Up Fund, Capacity and Capability funding. Partners have already been successful in securing HIG funding, and the Towns fund with submissions recently made for Levelling Up and Active Travel Funding pending.

14. Securing the HIG grant enables the early delivery of essential transport infrastructure and sustainable transport corridors which have the potential to unlock planned growth in the Garden Town. The mechanisms associated with the HIG and Section 106 obligations associated with strategic schemes coming forward in the Garden Town area will enable the creation of the Rolling Investment Fund (RIF). The initial RIF is estimated to amount to circa £129m (subject to index linking) comprised of developer contributions towards the STCs, other potential infrastructure, initiatives, measures and mitigations associated with HGGT developments. In this way, all five partners (comprising three local planning authorities and two local highway authorities) have a vested interest in effective management of developer contributions comprised in the RIF and collective decision-making protocols and governance will be required to determine prioritisation of funding into the future HGGT transport infrastructure, projects, initiatives or measures as envisaged by this Transport Strategy.

15. The Strategy acknowledges that there will be continued use of private motor vehicle (i.e. 50% for the existing town and 40% for new Garden Communities, based on the Mode Share Objective) but reliance on high levels of private car use is not sustainable in the context of the levels of growth set out in the Local Plans. Continuing to do so will result in increased congestion, which is likely to impede planned growth and will have negative impacts on quality of life in the Garden Town, especially to deliver quality places to live and work.

16. The Strategy does not advocate increasing highway capacity as the default 'predict and provide' response, taking instead a 'vision and validate' response – developing schemes that align with the HGGT Vision rather than continued provision of extra road capacity. Through this approach the Strategy promotes redesigning the transport network and supporting residents and businesses to bring about a modal shift towards active, sustainable and inclusive modes of travel.

THE SUSTAINABLE TRANSPORT CORRIDOR (STC) NETWORK

17. A key element of the Garden Town Vision and a critical enabling factor of planned growth is the ambition for new and existing residents to adopt active and sustainable travel behaviours.

18. To meet this ambition and support the planned growth, the Strategy includes the development of a network of sustainable transport corridors (STCs) (p.37) and a rapid bus transport system (a high-quality, frequent and fast bus service) which will help new and existing residents travel quickly and sustainably in and around the Garden Town. The sustainable transport corridors will also improve the facilities for those walking and cycling.

19. Design work continues on the network with the North to Centre section being the most

advanced and to be funded by HIG grant. It is anticipated that this will be consulted on in the near future.

20. Enhanced Bus Partnership and Operation: An essential part of the STCs is the delivery and management of the public transport services and potentially other initiatives for the benefit of the customer. The Government's "Bus Back Better" strategy proposed a number of options for Local Highways Authorities to adopt to improve public transport. Both Essex and Hertfordshire County Councils have decided to introduce Enhanced Bus Partnerships, Hertfordshire building upon its existing quality partnership. Through an Enhanced Partnership, services can be controlled and regulated including quality, level of service, ticketing and branding for a future HGGT service. Further work is required on the scope and extent of the enhanced partnerships covering the HGGT area and consultation will be required with users and operators at the relevant time.

CONSULTATION

21. The draft Transport Strategy was subject to public consultation in early 2020 (including exhibitions, Member briefings, village halls and workshops with key stakeholders) just before the Covid-19 lockdown and results were presented to the Board in June 2020. Further consultation was requested to secure input from unrepresented groups – specifically young people, businesses and local organisations – and to increase the overall consultation response. A second round of consultation was therefore conducted over 4 weeks in late 2020. This consultation focused on young people, businesses, charities and internal Officers through a series of workshops.

22. In total there were 154 responses to the survey, over 150 workshop attendees and over 900 comments were received from all engagement undertaken. This was enhanced through a more effective use of social media which was significantly developed following the first round. A HGGT Member Briefing was also held on 20 September 2021. Further detail on the consultation process and results can be found in Appendix C.

23. As a result of both rounds of consultation and the large amount of feedback received there have been several changes to the content and design of the Strategy, with further detail in Appendix C.

24. The updated Strategy has now been simplified to incorporate a single Mode Share Objective with three principles which incorporate the former Objectives 2 (The user hierarchy) and 3 (A culture of active and sustainable travel) from the first draft Strategy. In addition, there is a further principle around accessibility and inclusion which was absent from the earlier draft versions. The number of Actions has been condensed from 8 to 5 to avoid repetition and consolidate information.

25. Significant design changes have been made to the formatting of the Strategy to improve engagement, interactivity and accessibility for use online.

26. Greater clarity has been provided in the Strategy on the future role of Zero Emission Vehicles (ZEVs) in the Garden Town after requests from Authority Partner Members. The market share of ZEVs is likely to increase substantially given the ban on sale of new petrol and diesel cars by 2030.

27. ZEVs are a powerful tool in the transition to a sustainable transport network and there is a clear need for additional infrastructure to support uptake. ZEVs will be particularly

important to ensure that the 50% (existing town) and 40% (new Garden Communities) of journeys in the Garden Town which do not utilise active and sustainable modes have a reduced impact on the environment and society.

28. However, ZEVs are not considered sustainable within the HGGT active and sustainable transport modes definition. There are several reasons for this, although within the context of the Garden Town there are two primary concerns:

29. It is essential that Developers deliver on the HGGT Principles for healthy growth and provide the financial support for active and sustainable transport services and infrastructure. Including ZEVs in the Mode Share Objective would greatly increase the risk that the financial support needed for meaningful modal shift is not provided due to overreliance on ZEVs.

30. Including ZEVs as a sustainable transport mode will place a significant additional burden on highway capacity that does not align with the growth agenda supported by the HGGT Partner Councils. ZEVs do not address the issues of congestion, space and severance that can only be achieved through modal shift

EQUALITY IMPACT ASSESSMENT (EQIA)

31. An EQIA has been undertaken and is attached to this report (Appendix D). The consultation highlighted the need to include a principle on accessibility and inclusion. This change and others were taken into consideration in the final Transport Strategy now being presented and as detailed in the EQIA assessment. The design and format of the Strategy has been reviewed against Shawtrust accreditation to ensure legibility and accessibility for online viewing.

HOW THE HGGT TRANSPORT STRATEGY WILL BE USED

32. The Transport Strategy will be embedded as a material planning consideration into the masterplanning and planning processes for the new Garden Town communities, neighbourhoods and developments through ongoing work with the relevant partner Councils, site developers and planning applicants to ensure that the ambitious sustainable mode share objective, as set out, is being achieved.

33. The Transport Strategy will provide a base of evidence and best practice which will be used to inform the planning and design processes, behaviour change programmes, further evidence commissions, business plans, guidance notes etc. The evidence base that underpins the Transport Strategy will continue to evolve and be taken into consideration when developing transport schemes.

34. A monitoring framework will be established to ensure alignment with this Strategy. This Framework will be based on the recommendations from the HGGT Monitoring Framework Technical Note. Policies and schemes will also be monitored internally through the HGGT Board approval and oversight process. The Transport Strategy will be reviewed every three years to ensure evidence and measures are still relevant.

NEXT STEPS

35. There are a number of next steps for the HGGT Transport Strategy following endorsement by the HGGT partner District Cabinets/Executives and County Councils and publication of the Strategy (early 2022):

- Ensure the Strategy is hosted on the HGGT Website and Partner District Council websites as a key material planning consideration in assessing planning applications.

- Ensure the Strategy guides the masterplanning decisions for, or impacting upon, the HGGT;

- Secure Public Sector funding for infrastructure and measures identified in the programme;

- Maximise developer funding/contributions, without which the Strategy cannot be delivered;

- Identification of resources to develop a monitoring and evaluation strategy, building on the Strategy's target.

- Develop a detailed delivery plan to produce a funded and prioritised programme as part of the HGGT annual business planning for delivery of actions:

    a. Consideration of details such as timescales, funding sources, delivery options, locations and priorities.

    b. Alignment of principles, particularly the transport hierarchy, and speed of achieving the 50 and 60% modal share target.

Resource Implications

The work to support the HGGT Transport Strategy at masterplanning and planning application stage, to be viewed alongside the emerging Local Plan policies, is covered by the resource within the Implementation team. The Strategy will require resource to plan, deliver and monitor the infrastructure schemes, and to deliver behaviour change measures. These will be primarily undertaken by Local Highways Authorities with support from HGGT. However further actions to deliver active travel behaviour change within local communities will require resource from the relevant authority partner and their Sustainable Travel / Community Engagement teams, in partnership with Local Highway Authorities and the HGGT team. The financial contributions – if any – required from Epping Forest District Council are currently unknown. Detailed proposals, including detailed financial implications, will be developed in the context of the Council's financial position and reported in due course

Safer, Cleaner and Greener Implications:

The delivery of the HGGT Transport Strategy will help to address how the planned growth can be achieved, through modal shift towards sustainable and active travel. The Strategy seeks to take forward emerging Local Plan policies designed to promote the notion of encouraging and enabling active and sustainable travel choices, and through doing so improving health, wellbeing, air quality, placeshaping, economic and social mobility. This will contribute to safer, cleaner, greener objectives by planning for sustainable development.

Consultation Undertaken:

Informal engagement was undertaken throughout the production of the draft HGGT Transport Strategy with partner officers, community groups and the HGGT Board. The draft HGGT

Transport Strategy was subject to a 6-week public consultation in January 2020 (including exhibitions, Member briefings, village halls and workshops with key stakeholders). This took place just before the first Covid-19 lockdown and results were presented to the HGGT of this consultation Board in June 2020. Further consultation was requested to secure input from unrepresented groups – specifically young people, businesses and local organisations – and to increase the overall consultation response. A second round of consultation was therefore conducted over 4 weeks in late 2020. This consultation focused on young people, businesses, charities and internal Officers through a series of workshops. Further detail on the consultation process and results can be found in Appendix C.

Background Papers:

- Cabinet Report C-036-2018/19– Harlow and Gilston Garden Town Transport Strategy 07 March 2019

Risk Management:

The use of these documents as material planning considerations will support the Council's objectives of achieving high quality and sustainable design in the district and reduce the risk of poor quality development.

This page is intentionally left blank

HGGT
HARLOW & GILSTON GARDEN TOWN

TRANSPORT STRATEGY

GARDEN TOWN STRATEGY

Garden Town Introduction

Harlow and Gilston was designated as a Garden Town by the Ministry for Homes, Communities and Local Government (MHCLG) in January 2017 and will comprise new and existing communities in and around Harlow.

Set in attractive countryside, with transformative investment in transport and community infrastructure, new neighbourhoods to the east, west and south and new villages to the north (collectively referred to as the new Garden Communities) will be established and integrated with the existing Harlow town.

The Harlow and Gilston Garden Town (HGGT) Partnership describes the cross boundary joint working arrangements between East Herts District Council (EHDC), Epping Forest District Council (EFDC) and Harlow District Council (HDC) working together with Essex County Council (ECC) and Hertfordshire County Council (HCC) to ensure plans for the Garden Town deliver on their agreed HGGT Vision.

Revision	Date
01	January 2019
02	XXXX 2021

www.hggt.co.uk

CONTENTS

Further information is provided via links embedded within the text, or in **pop-outs** in the interactive pdf. All supporting information will be included in the Appendices. Please see the Glossary for definitions of all technical words.

TRANSPORT STRATEGY
IN BRIEF

MODE SHARE OBJECTIVE

50% of all trips starting and/or ending in the existing settlement area of Harlow Town should be by active and sustainable travel modes and

60% of all trips starting and/or ending in the new Garden Communities of Harlow & Gilston Garden Town should be by **active** and **sustainable** travel modes.

PRINCIPLES

USER HIERARCHY

Decisions should be shaped by the transport hierarchy shown here, to provide an equitable, balanced, safe, coherent, healthy and efficient transport network that promotes modal shift and sustainable travel.

A CULTURE OF ACTIVE AND SUSTAINABLE TRAVEL

The Garden Town should be an environment where active and sustainable travel is valued, prioritised, and supported to ensure that their social, environmental, health and economic benefits are available to everyone.

ACCESSIBILITY AND INCLUSION

Infrastructure should be designed for everyone and with consideration of those with greatest need first. Everyone should have the opportunity to choose more sustainable and active modes of travel.

PRIORITY

Reduce unnecessary travel

Walking and cycling

Public transport

Private vehicles

"Harlow and Gilston will be a joyful place to live with sociable streets and green spaces; local centres accessible by walking and cycling; and innovative, affordable public transport. It will set the agenda for sustainable living. It will be adaptable, healthy, sustainable and innovative."

ACTIONS

ENABLING CHOICE

...means creating connected local communities that offer local facilities and travel options for everyday activities.

STREETS FOR PEOPLE

...means making our streets and neighbourhoods places that are safe, sociable and enjoyable – for everyone – by creating attractive places that people want to walk and cycle in.

QUALITY PUBLIC TRANSPORT

...means connecting people to the places they want to go, providing independence and mobility to those who need it most, while reducing air pollution and congestion.

A NETWORK THAT WORKS

...means providing reliable, high-quality alternatives to private vehicles whilst ensuring the network effectively supports those that depend upon it for essential journeys and services.

MAXIMISING OPPORTUNITIES

... means exploring and introducing new and innovative transport technologies as they develop

HOW TO USE THIS STRATEGY

WHY

This Transport Strategy has been prepared to help deliver the HGGT Vision against the backdrop of the challenges of future travel demand linked to planned growth. The Local Plans of East Hertfordshire, Epping Forest and Harlow District Councils include shared commitments to secure the delivery of sustainable growth through cooperative cross-boundary working. The growth strategies of these Local Plans emphasise the need for an integrated Garden Town that promotes the use of active and sustainable travel.

The HGGT Transport Strategy establishes a clear Mode Share Objective and set of Principles which aligns with the growth strategies (including the planned delivery of 23,000 homes within the Garden Town) within the respective Local Plans. The Strategy sets out how this planned growth can be achieved through modal shift towards sustainable and active travel and details a number of measures to achieve this modal shift and the ambitious targets proposed for sustainable travel.

WHO

The **HGGT Partner Councils** has developed this Strategy to ensure openness and accountability with all stakeholders, including existing and future communities, which it will achieve through engagement, consultation and partnership working.

Residents and Local Interest Groups:
This document can be used by residents and local interest groups to understand how transport is being prioritised and incorporated into the existing town and new developments. It can be used to hold Developers, and the HGGT Partner Councils to account in terms of alignment of designs and investment with the Mode Share Objectives and Principles in this strategy.

Stakeholders and Businesses
HGGT will support and work with businesses, transport operators, service providers and other stakeholders by using this Strategy to inform discussions, designs and projects to help align the transport needs of these stakeholders with the Mode Share Objective and Principles outlined here.

Local Authority Officers and Decision-Makers:
This document will be endorsed by the Garden Town Partners as a material planning consideration and will help to guide the assessment of planning applications for developments coming forward within the Garden Town area. It will inform pre-application discussions and assist decision-makers in transport matters.

In addition to cross-boundary working through the HGGT partnership, the Councils are committed to working with relevant organisations, service providers and community groups to ensure proposals are developed collaboratively and with consideration of local priorities.

Developers:
The document is to be used by developers and their agents, design teams, consultants and contractors in shaping development proposals and transport measures based on the transport hierarchy. This strategy will guide the design of proposals and ensure coordinated and integrated consideration of active and sustainable transport principles and mode shift targets at an early stage.

WHEN

Ongoing Provision and Maintenance
The ambition, Mode Share Objective and Principles in this Strategy should help shape existing and future work programmes of the Highway Authorities across the Garden Town, and can provide supporting justification for funding submissions and spending commitments in relation to transport.

Pre-Application
This Strategy and its supporting evidence base should inform pre-application discussions to incorporate sustainable transport measures from the outset that will uphold the mode share targets outlined here.

Masterplanning
This Strategy should be used to inform the early stages of masterplan designs to embed the transport hierarchy, prevent abortive work at later stages, and shape a holistic approach to building strong and integrated communities.

Planning Application
Planning applications will be scrutinised by the local planning authorities for the Garden Town to ensure they demonstrate a close alignment with the Mode Share Objective and Principles in this Strategy and the planning applications will achieve the sustainable mode share targets.

Post-Planning
Planning conditions and Section 106 obligations will be utilised where appropriate to ensure that active and sustainable transport measures are secured to ensure delivery of transport infrastructure and associated measures and mitigations connected with any planning applications for development in the Garden Town. Monitoring of the Mode Share Objective set out here on a regular basis is key, and it is expected that any adopted measures will be regularly reviewed to ensure the aspirational mode share targets are being met.

HOW

The Strategy should be used to inform and guide decisions on planning applications for new developments, regeneration, infrastructure and development of services to ensure designs and schemes are brought forward in accordance with the transport user hierarchy and will support progress towards the Mode Share Objective.

The Strategy outlines how growth in the Garden Town can be enabled through the Mode Share Objective and Principles, and signposts users to supporting evidence and best practice. It is not intended to provide the detailed action plan or timeline for proposed measures. However, a high level programme can be found in the supporting information.

Further information is provided via links embedded within the text, through interactive pop outs or through the supporting information provided on the website

WHAT

This Strategy has been approved by the Garden Town Member Board, and had formal Cabinet/Executive endorsement from Councillors from East Herts District Councils, Epping Forest and Harlow. It has had approval by the relevant portfolio holders of Essex and Hertfordshire County Councils.

Local Plan policies and allocations for each of the District Councils, and the transport policies of the County Councils, will continue to be used to shape and assess development proposals across the Garden Town.

The HGGT Vision and HGGT Design Guide (November 2018), and this Transport Strategy, will be material planning considerations ensuring the Garden Town is delivered in a co-ordinated, inclusive and sustainable way. This Strategy should also be read in conjunction with the HGGT Sustainability Guidance (2021) and Infrastructure Delivery Plan (April 2019).

MONITORING AND REVIEW

This Strategy will be reviewed and updated periodically to reflect new information and progress in relation to planning and delivering the targets, and to take account of feedback from stakeholders.

Supporting evidence and 'How To' Guides may periodically be reviewed, please check the HGGT website for the latest version of all HGGT resources.

CONTEXT

HGGT GROWTH

Significant Garden Town growth is planned for housing and employment on development sites both within the boundaries of East Hertfordshire Districts and Epping Forest, and within the existing town of Harlow, where further regeneration, renewal and changes of use are anticipated during the period of the relevant Local Plans.

In total, approximately **23,000 new homes** are anticipated to be delivered across the Garden Town area over the next 15 years and beyond. This Strategy has a critical role to play in bringing together established and new communities as a fully integrated Garden Town with an effective transport network.

NATIONAL POLICY CONTEXT

The framework of national policy and guidance requires that growth achieves and delivers a significant mode shift. The UK Government recently released the Decarbonising Transport report (July 2021) which reaffirmed and set out a number of ambitions in this regard including:

- Investing £2 billion over five years in cycling and walking with the aim that half of all journeys will be cycled or walked in towns and cities by 2030.

- Supporting the delivery of 4,000 zero emission buses and associated infrastructure while exploring a phase out date for the sale of new non-zero emission buses/coaches.

- A ban on the sale of petrol and diesel cars by 2030 and support for the electrification of vehicles and their supply chains.

- By the end of October 2021, all Local Transport Authorities will be expected to have published a local Bus Service Improvement Plan, detailing how they will use either a franchising model or a Quality Bus Partnership to improve their services.

The Town and Country Planning Association (TCPA) have created 9 Garden City Principles which form an indivisible and interlocking framework for the delivery of high-quality places. One of these principles clearly states the need for:
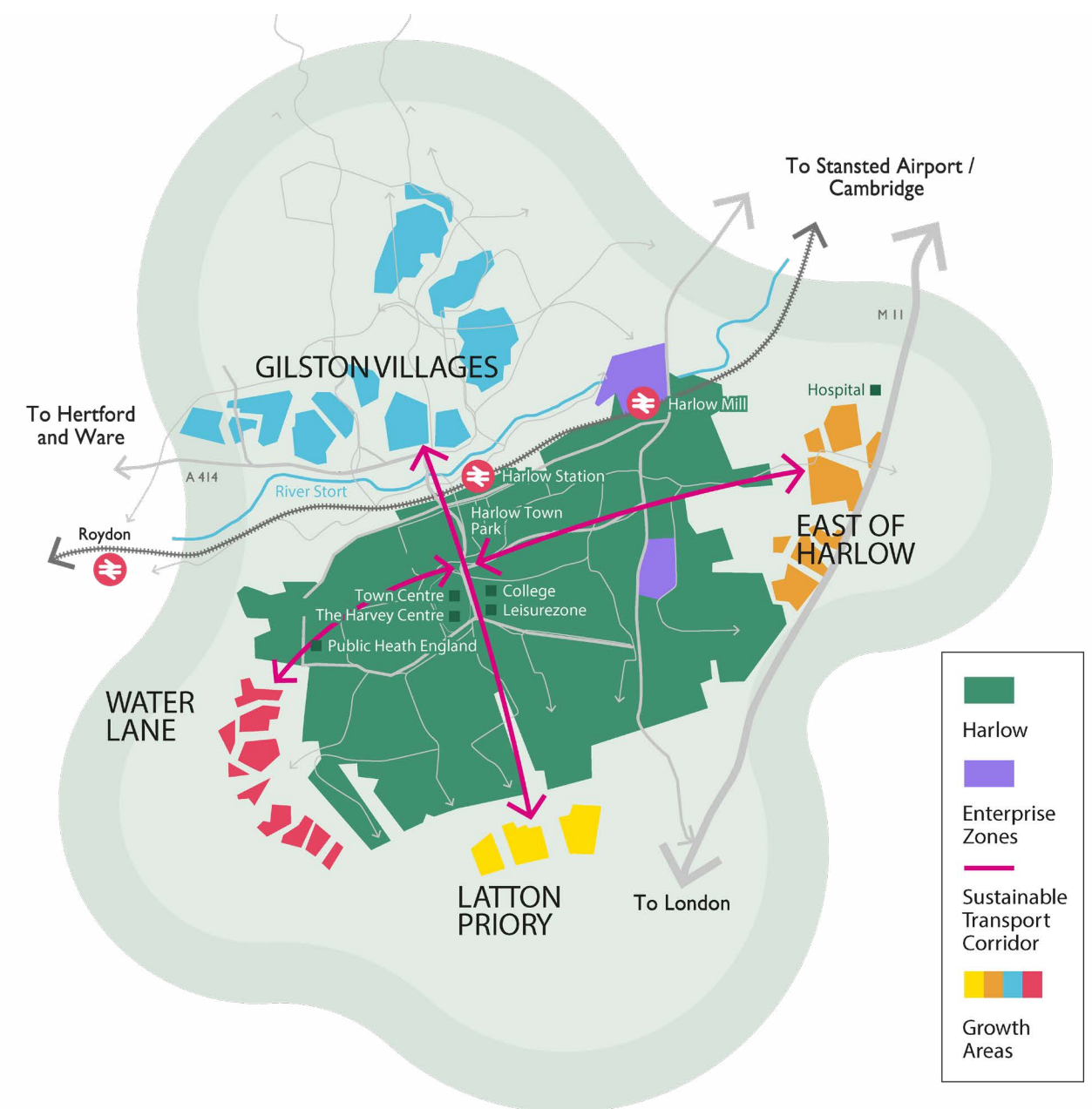
"*Integrated and accessible transport systems, with walking, cycling and public transport designed to be the most attractive forms of local transport*".

These Garden City Principles are woven into the HGGT Vision and partner Councils Local Plans. These Principles and further work from the TCPA has also been used to inform this Strategy.

The National Planning Policy Framework (NPPF) requires that "the planning system should actively manage patterns of growth in support of the objectives set out below":

- Impacts of development on transport networks can be addressed.

- opportunities from existing or proposed transport infrastructure, and changing transport technology and usage, are realised.

- opportunities to promote walking, cycling and public transport use are identified and pursued.

- environmental impacts of traffic and transport infrastructure can be identified, assessed and taken into account.

- patterns of movement, streets, parking and other transport considerations are integral to the design of schemes, and contribute to making high quality places.

The Town and Country Planning Association (TCPA) Garden City ambition states that "walking, cycling and public transport designed to be the most attractive forms of local transport" .

Legend:

- Harlow (green)
- Enterprise Zones (purple)
- Sustainable Transport Corridor (pink line)
- Growth Areas (yellow/orange/blue/red)

LOCAL POLICY CONTEXT

This Strategy brings together the policies of adopted and emerging development plans of East Herts (Adopted, October 2018), Epping Forest (Submission version 2017) and Harlow (Adopted, December 2020) District Councils. In planning to meet their growth needs, the District Councils have **acted co-operatively**, supported by their respective Hertfordshire and Essex County Councils.

The transport strategies for the counties are set out in their respective Local Transport Plans for Hertfordshire and Essex. Find out more about how this Strategy conforms with District and County transport policy in the supporting information.

All five HGGT Partner Authorities have declared a Climate Emergency or committed to Climate Action. This Strategy supports the highest commitment across the Garden Town Authorities: to become Carbon-Neutral by 2030.

NATIONAL TRANSPORT CONTEXT

The UK has an advanced transport network which operates across the country and includes a wide range of modes. This network is increasingly road-centric however, with a continuing rise in the ownership and use of private vehicles and movement of freight by road. However, only 4% of road transport fuel was renewable and there are limited numbers of electric vehicles (55,000 fully electric, 145,000 hybrid). Find out more here.

The current transport system and domination of private vehicles has a number of implications:

- Road transport is a major source of air pollution, linked to around 40,000 premature deaths in the UK each year.

- Physical inactivity costs the NHS £1bn per annum, with further indirect costs calculated at £8.2bn.

- Transport is now the largest contributor to UK greenhouse gas emissions (28% of domestic emissions, of which 90% is road transport), worsening the climate emergency.

- Congestion increased by 4% and 1% on the strategic road network and A roads from 2017-18.

- There were 1,784 reported road deaths in 2018, which is unchanged since 2012.

- Nine in ten drivers recorded feeling stressed or angry when driving, up 6% on figures from 2020

- The cost of buying and running a private vehicle are prohibitive for some and far higher than other modes - average annual cost of using a car (£3,727), bus (£848) and bike (£396).

Covid-19 has impacted travel patterns which relate closely to environmental, social, and economic inequalities. Now more than ever, high quality, sustainable and resilient design and development is needed to ensure that transport solutions are adaptable, sustainable and equitable over the long term.
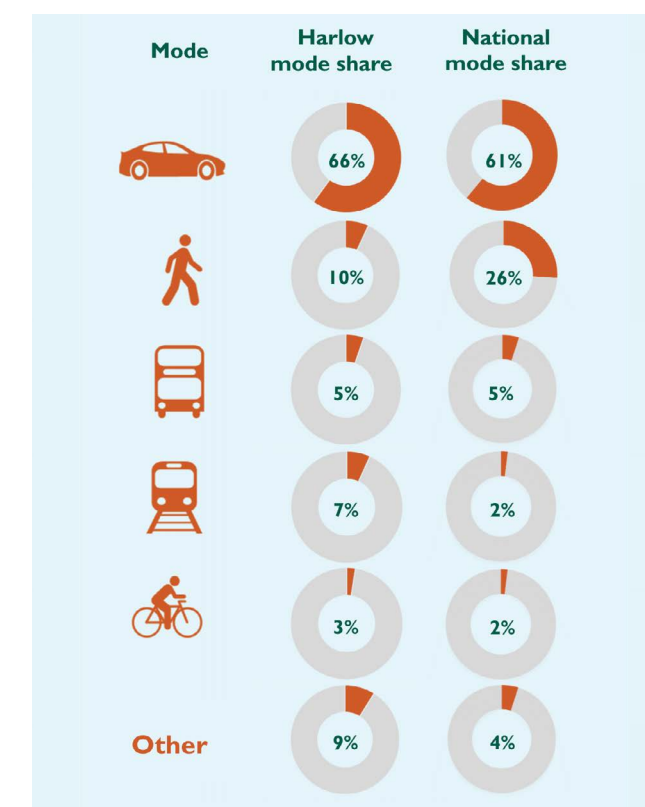
LOCAL TRANSPORT CONTEXT

HGGT Partner Councils are well placed to provide a healthy and well connected environment for the existing and future residents, visitors and workforce of the Garden Town. There is already transport infrastructure across Harlow that can be improved to support delivery of the Mode Share Objective set out in this Strategy. HGGT is a significant development area within the UK Innovation Corridor (London – Harlow – Cambridge). The M11 motorway to the east, and the West Anglia Main Line to the north, link Harlow to the other key hubs in this corridor. The A414 is a busy east-west arterial connection between Essex and Hertfordshire. To the south, Epping provides a popular connection to London on the underground network. Harlow data indicates that transport is hugely important moving forward:

- There is good town-wide accessibility by all modes, with bus services and bus priority on some routes, extensive segregated footways and cycleways and a pedestrianised town centre.

- Harlow has high levels of private car use (5% greater than the national average).

- 13% of the resident population walks or cycles to work and 84% for any reason (vs. 87% UK average) even though there is a relatively good walking and cycling network.

- Harlow has a comprehensive local bus network, with around 40 daytime bus routes, run by six operators.

- Health: 25% of Harlow adults were classified as physically inactive and 37% of Year 6 pupils were classified as overweight or obese – both above county and national averages. Harlow has the highest ratio across Essex for emergency admissions due to Coronary Heart Disease.

- Deprivation: Harlow is ranked 2nd across Essex for overall deprivation and is in the bottom

40% nationally. 29% of Harlow households have an income of less than £20k. 40% of low income households lack access to a car, making alternatives vital.

- Travel to key services: Harlow residents have the lowest average travel time (14.5mins), in Essex by walking and public transport for 8 key services including employment, education and food stores.

- Collision data indicates that Harlow has relatively few cycle collisions when compared to Essex but the second highest fatalities (2012-17).

Mode	Harlow mode share	National mode share
car	66%	61%
walk	10%	26%
bus	5%	5%
train	7%	2%
bike	3%	2%
Other	9%	4%

Mode share in Harlow, based on Census 2011 travel to work data. 'Other' includes: Working from home (7%), taxi (1%), moped/motorcycle (1%).

MODE SHARE OBJECTIVE

The Transport Strategy is driven by an overriding Mode Share Objective:

50%

of all trips starting and/or ending in the existing settlement area of Harlow Town should be by active and sustainable travel modes and

60%

of all trips starting and/or ending in the new Garden Communities of Harlow & Gilston Garden Town should be by active and sustainable travel modes.

Why 50-60%?

The scale of growth and development proposed for the Garden Town provides the opportunity to deliver a significant step change in active and sustainable travel across the town. Increasing the use of sustainable transport will provide opportunities for new and enhanced public transport services into the future.

This investment in travel choice for residents, workers and visitors, to achieve the Mode Share Objective, reduces the impact on the existing public highway from all new developments and from the existing town, preserving capacity in the network. This allows the new developments to be delivered without negatively impacting on the ability of the public highway to operate safely and acceptably, whilst also contributing positively to health, wellbeing and environmental quality across the Garden Town.

The mode shift targets have been informed by Garden City Principles, evidence and national policy guidance and targets. The Town and Country Planning Association (TCPA) has clearly set out Design Principles for the creation of Garden Towns:

"A Garden City's design must enable at least 50% of trips originating in the Garden City to be made by non-car means, with a goal to increase this over time to at least 60%; and the latest best practice in street and transport design should be used as a minimum standard."

The Department for Transport also set out a bold vision for a transformation in our transport system, with the objective that:

"Cycling and walking will be the natural first choice for many journeys with half of all journeys in towns and cities being cycled or walked by 2030."

This Transport Strategy aims to deliver sustainable growth and regeneration through its Mode Share Objective, to mitigate some of the adverse impacts of increasing travel demand, both now and for future generations. The following sections show that embracing Mode Share Objective and Principles in this Strategy captures a vision for a happy, healthy, and economically stable town.

MODE SHARE OBJECTIVE

How long will it take to achieve these targets?

This Strategy outlines the targets to drive ongoing modal shift in the existing town, and even more so in new Garden Communities, given their unique scope and opportunity to embed sustainable transport measures through design and positive travel habits from day one. The targets will be achieved incrementally and will require the implementation of complementary policies, plans, infrastructure and associated services over a over a number of years. However, with the right planning and policy, the 60% mode shift target for the new Garden Communities should be achieved as early as possible from occupation and across the whole Garden Town by 2033.

How?

Currently about **20% of trips** are made sustainably into, out of and within Harlow . Increasing this will be a challenge but is achievable, particularly in the new communities where complimentary measures, such as those found in the image opposite, will be in place from occupation. The five Action chapters following this will provide more detail on how this target can be met.

The HGGT Partner Councils are not starting from scratch and there is much we are already doing – it is clear that investment is having a positive impact but barriers remain. In this strategy, we set out what those barriers are, and what steps we are going to take to tackle them. In order to really deliver a step-change in the Garden Town, we must go further, faster. Bold action will help to create places we want to live and work – with better connected, healthier and more sustainable communities.

This is a graphical illustration of the various measures needed to achieve the mode share targets and is not a representative timeline of implementation

PATH TO ACTIVE AND SUSTAINABLE TRANSPORT

50/60% Sustainable Transport

Wayfinding + Placeshaping
Green and pleasant places

Last Mile Delivery
Cargo bikes, electric vehicles and distribution centres
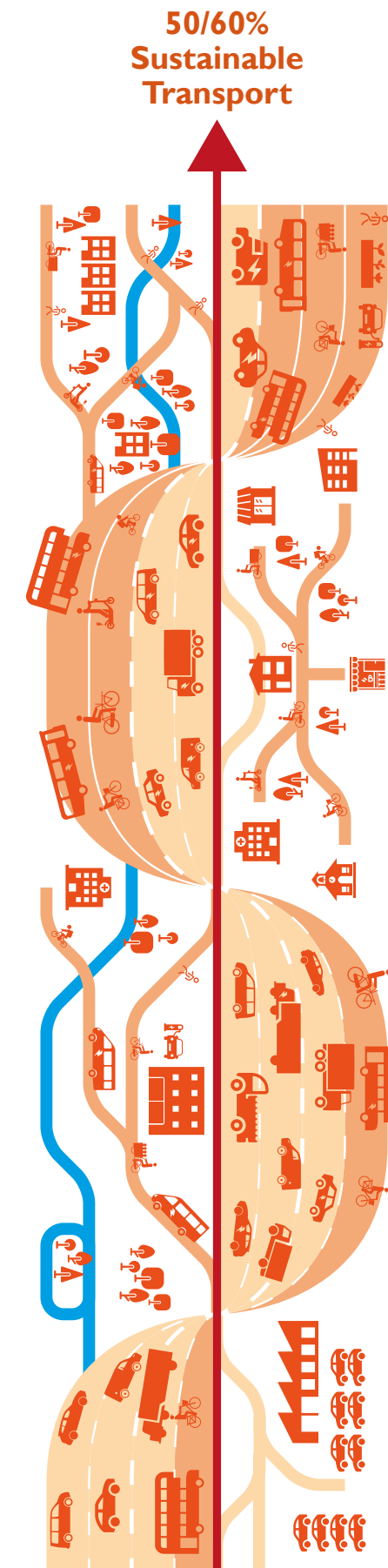
DRT
Demand Responsive Transport

STCs/Highway Infrastructure
Build sustainable transport infrastructure

Zero Emission Vehicles
Provide infrastructure for zero emission vehicles

Hubs
Local transport and community hubs

Traffic Controls
Town wide speed limit revue

Shared Mobility
Bike share, scooter share and car clubs

Liveable Neighbourhoods
Liveable streets. Pleasant neighbourhoods that encourage healthy travel

Co-working Spaces
Places to work and network close to home

Behaviour Change Programmes
Activities and measures to help encourage active and sustainable travel

Enhanced Bus Partnership
Negotiate for high quality and innovative bus services

LCWIP
Walking and cycling improvements

Communication + Engagement
Let people know how and why to travel sustainably

Demand Management
Reduce unnecessary journeys

PRINCIPLES

The Mode Share Objective will be achieved by applying the following principles to all aspects of transport policy within the Garden Town:

1 User hierarchy

2 A culture of active and sustainable travel

3 Accessibility and inclusion

The user hierarchy

This Strategy recognises the need to deliver transformational change, not only to reduce unnecessary journeys, but to make sustainable travel modes a first choice for most journeys for most people. It is also about ensuring that streets are designed to be as effective as possible in bringing communities together, providing leisure opportunities and enhancing people's lives.

All scheme designs should follow the user hierarchy below to deliver the HGGT Vision:

- Reduce unnecessary travel
- Walking and cycling
- Public transport
- Private vehicles

Prioritising local journeys based on this hierarchy of importance will ensure that:

- First, we minimise demand
- Then we enable modal shift
- As a last resort, we increase capacity based on these transit priorities.

This hierarchy recognises that, whilst some streets have a significant movement function, and others are enjoyed for their sense of place, all streets should promote safety, accessibility, and inclusion, and prioritise the most vulnerable road users.

This hierarchy is not meant to be rigidly applied in all circumstances and does not necessarily mean that pedestrians and cyclists are more important than the other modes. However, the hierarchy should be applied to design and planning and to masterplans and planning applications for development proposals and a clear rationale should be provided for any exceptions that are made. This helps to ensure that the Garden Town will serve all of its users in a balanced way.

A culture of active and sustainable travel

The Garden Town is committed to developing a cultural shift amongst residents where choosing active and sustainable travel is the norm. This means creating an environment where active and sustainable travel is prioritised, valued and supported by all, to ensure the Garden Town is a place where people are empowered to understand, experience and promote the benefits these transport choices bring.

Encouraging new ways of thinking is a challenge and this sort of behavioural change takes time and meaningful engagement to embed. The Garden Town Partners will examine carefully how planning of the built and natural environment, together with a developing programme of behaviour change interventions and effective engagement, can make this achievable. In practice this could mean upgrading a cycleway linked to a school and then offering cycle lessons, bike maintenance and activities at the school to encourage active journeys to school. To support this, the mode shift target has been embedded in wider policy making, such as Local Plans and Strategies.

Improving the built infrastructure and services for existing residents and communities in Harlow is paramount. The aim is to encourage communities to take ownership and become custodians of the Garden Town for future generations, whilst also welcoming new communities who will share the same vision of a sustainable, active and healthy Harlow.

Accessibility and inclusion

Sustainable and active travel options make access to key services and amenities more resilient and equitable. Everyone should have the opportunity to make sustainable and active travel choices and enjoy the benefits these bring (e.g. less congestion and air pollution, and improved health and wellbeing).

Walking and cycling are not vulnerable to energy and fuel price variations and help to reduce discrimination through socio economic factors including income, ability, gender, disability or race among other relevant factors. People's health depends on the places and conditions in which they live. Therefore, to reduce health inequalities, development and infrastructure should be designed with consideration to those with most need first.

However, take-up in sustainable and active travel can be low despite a large appetite from different demographic groups. For example, 85% of people aged over 65, 78% of disabled people, 76% of women, 75% of people at risk of deprivation and 74% of people from ethnic minority groups never cycle.

It is crucial that the needs and concerns of marginalised groups, disabled people, women and non-users are factored into design and decision-making process in respect to masterplans and planning applications for development. If infrastructure is to be designed for everyone, then genuine representation is needed.

Investment, policy and delivery should be designed to help reduce the health, economic and societal inequities many people encounter throughout their lives . It is essential to remove barriers to peoples' experience of, and interaction with, transport systems and travel.

Diverse stakeholders must be actively included in all processes, from conception, to design, to monitoring outcomes. The interconnectedness of transport means decisions will impact all residents of the Garden Town and therefore a broad range of views should be sought to ensure local expertise, knowledge and input is incorporated from concept and masterplan stages of projects.

ACTIONS

Page 60

ACTION 1:
Enabling Choice

OVERVIEW

Enabling travel choices means creating connected local communities that offer local facilities and active and sustainable travel options for everyday activities. This gives people the freedom and ability to choose shorter, more sustainable trips and reduces the number, or length, of journeys needed.

Enabling choice starts with policy, place-making and master-planning. Incorporating high quality design, effective technologies and best practice can lessen the demand for long, unnecessary, or motorised journeys. Providing vibrant and local centres that offer everyday activities such as education, retail, health and community facilities, leisure destinations, recreation and open spaces will enable and encourage active lifestyles. Improving facilities, and access to them, key transport interchanges will allow for a range of choices to be provided for different needs, circumstances and seasons.

The original Harlow masterplan had this in mind through the creation of distinct neighbourhoods each with their own local facilities - their hatches. This approach will be replicated in the new communities and we will work to improve the offer and vibrancy of the existing hatches.

ACCESSIBILITY AND INCLUSION

Enabling choice will address social equality, improve digital connectivity, open up job opportunities and provide greater flexibility for people. Travel time will be reduced, encouraging investment in personal development activities and valuable time with family and friends.

Page 61

What Enabling Choice Should Look Like In The Garden Town

| CURRENT CHALLENGES	FUTURE OPPORTUNITIES
Low number of people working from home (about 7%)	Provide digital technology, such as "Better Digital" superfast Fibre broadband and 5G coverage, and local co-working spaces among other solutions as they develop, to improve improve the options for remote and flexible working.
Proximity to services	Vibrant town and neighbourhoods offering a wide range of local services and amenities such as shops, schools and healthcare which promotes shorter, more active, journeys.
Long Commutes	More opportunities to live and work within the Garden Town or local neighbourhoods to reduce travel distances.
Poor connectivity	Co-locate multi-modal transport interchanges and co-working spaces with local amenities and services and design them into new builds. Improve connectivity through effective street design, clear signage and innovative wayfinding.
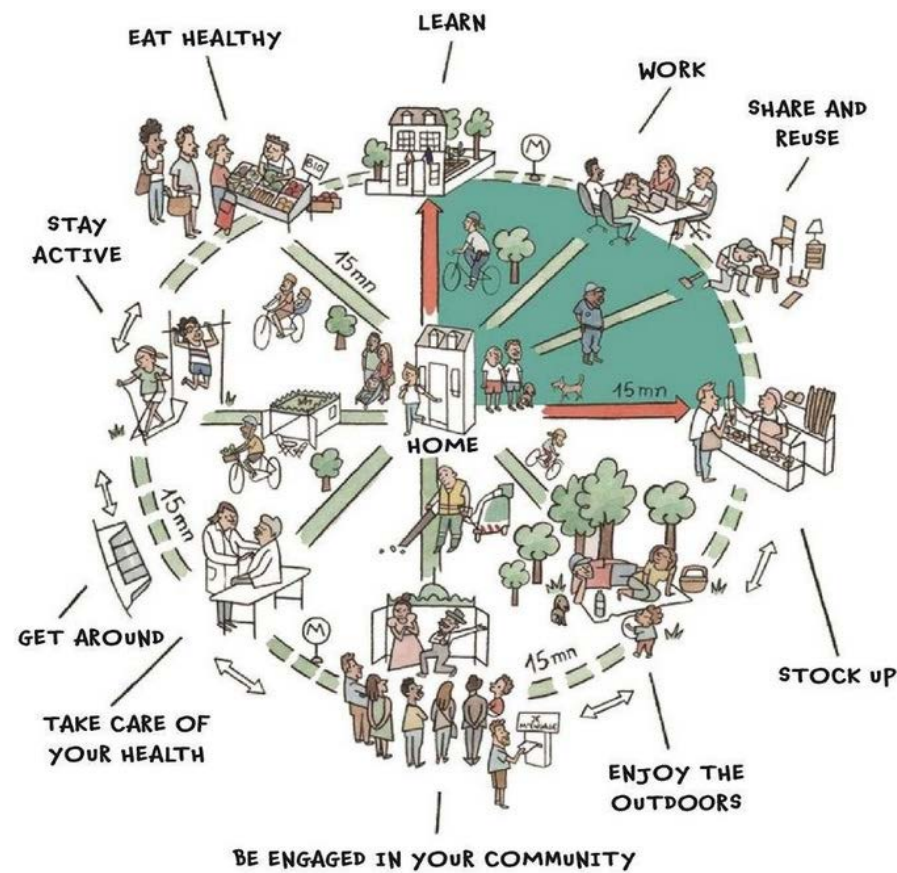
Artistic example of the connections within a 15 minute neighbourhood. Source: 15 minute city by Prof. C. Moreno, Paris Sorbonne IAE, Illustration by Micaël

NEXT STEPS

- Continue work to investigate how the Garden Town can evolve to harness key advancements within the digital sector.

- Futureproof new infrastructure to adapt to new technologies and advancements in digital enablement.

- Collaborate closely with internet and service providers to ensure the Garden Town is best placed to provide high speed internet connections to new and existing communities.

- Trial innovation on the Garden Town around shared and public transport platforms.

- Develop existing work on hubs, ensuring they provide for the needs of local communities and include co-working spaces and digital connectivity.

- Continue discussions with Developers to ensure all new communities are based on 15-minute neighbourhood principles to encourage local journeys.

CASE STUDIES

Zedify Deliveries
Zedify provides last mile delivery using a range of cargo bikes and electric vans in multiple UK cities

Leuven Hubs
The Belgian City of Leuven plans to introduce 50 mobility hubs over the next three years to improve multimodality in the city.

Melbourne 20 minute neighbourhoods
Melbourne has tested 20 minute neighbourhoods with great success and aims to roll them out across the city

ACTION 2:

Streets for People

OVERVIEW

Creating Streets for People is about designing and making our streets and neighbourhoods places that are pleasant to travel in, safe, healthy, inclusive, accessible, community centred and enjoyable – for everyone. It's about ensuring existing and future residents of the Garden Town are healthier, happier and better connected.

HGGT will build upon, and enhance, Harlow's existing path network to ensure it's accessible, safe and attractive for all users. HGGT will support and actively encourage a culture of multi-modal mobility where people are inspired and motivated to travel actively and sustainably. Pedestrians and cyclists will be prioritised through seamlessly incorporating active and sustainable travel opportunities and infrastructure. If it is necessary to reallocate roadspace from parking or traffic to achieve this, it should be done.

ACCESSIBILITY AND INCLUSION

Streets for people put vulnerable users at their heart by designing infrastructure accessible, safe and inclusive for everyone including those on bikes, mobility scooters, adapted bikes, wheelchairs, walking or with a pushchair. Making it easy, safe and enjoyable to travel actively for all users, improves the health, fitness and quality of life of diverse resident groups so that they have the confidence to travel actively whatever their circumstance.

What Streets For People Should Look Like In The Garden Town

Page 64

CURRENT CHALLENGES	FUTURE OPPORTUNITIES
Harlow is currently car-centric	Encourage a transition to active and sustainable travel through infrastructure design and behaviour change programs.
Cars dominate Harlow's streetscape	Create attractive local streets through measures such as walkable neighbourhoods, planting and parking controls.
Excessive school time traffic	Implement behaviour change measures, School Streets, education programmes, training and street improvements.
Travelling actively feels unsafe	Design new infrastructure to prioritise vulnerable users such as physically separating cyclists from pedestrians and motor traffic, improving lighting, upgrading crossings, and providing paths that are overlooked.
Parts of the town are not well served by the network, including the more recent growth areas, neighbouring settlements, and villages.	A fine-grained network of walking and cycling routes that connect the new communities with the existing town.
Existing infrastructure has missing links, outdated facilities, poorly maintained or missing infrastructure and severance.	Maintain, enhance and expand the active travel network and its associated infrastructure in line with best practice.
Protect Green Spaces	Enhance and protect Harlow's green spaces, including green wedges and green fingers, and street planting, to support a wide variety of of functions such as sustainable movement and biodiversity corridors. Build in community stewardship of these assets.
Homes and destinations lack suitable facilities	Provide secure cycle parking, shower and changing facilities, e-bike/ wheelchair/ mobility scooter charging, and storage at homes and destinations. Access must be at least as convenient, if not better, than for private motor vehicles.

NEXT STEPS/ACTION PLAN

- Work with highways and local planning authorities on all highways schemes and active travel infrastructure enhancements to ensure consistency across the Garden Town and alignment with best practice.

- Develop a Parking Strategy and standards for the Garden Town which supports the Vision for healthy and sustainable growth, walkable neighbourhoods, reducing the reliance on the private car and high levels of sustainable and active travel.

- Develop a cycle hire scheme throughout the Garden Town and beyond, with intuitive and flexible payment systems and shared platforms, supported by education and training activities, to ensure bikes and parking are located to maximise opportunities for residents, workers and visitors. Find out more about how cycle hire schemes work here.

- Develop and deliver on the Local Cycling and Walking Infrastructure Plan (LCWIP) for HGGT which identifies gaps and opportunities in the existing pedestrian and cycle network to provide an enhanced, coherent and integrated network of high quality walking and cycling infrastructure which is accessible and attractive for users of all backgrounds, abilities and journey purposes.

- Utilise seamless wayfinding with a unified brand / typography to integrate with, and promote, the HGGT sustainable transport network and active and sustainable travel choices.

- Provide an ongoing, consistent educational and promotional behaviour change campaign to engage and develop partnerships with the community, educational bodies, workplaces and other key stakeholders, and to ensure widespread access to cycle training.

- Actively promote a culture where sustainable transport choices and active travel lifestyles are the norm.

- Develop a Workplace Travel Programme that includes information and initiatives to support and assist workplaces in encouraging a shift to active and sustainable travel.

CASE STUDIES

Levenshulme Bee Network
A flagship community led, active neighbourhood scheme for Manchester.

Waltham Forest
Delivering one of the 'Mini-Holland' schemes to make the borough more vibrant and enjoyable for everyone.

Groningen
The 'cycling capital' of the Netherlands where prioritising pedestrians and cyclists is key to 60% of trips being cycled.

ACTION 3:

Quality Public Transport

OVERVIEW

A quality public transport network helps individuals, communities and local economies to flourish. It helps to connect people and places, providing independence and mobility to those who need it most. When designed and managed effectively, local transport provision can reduce congestion, improve air quality and health outcomes, and help make Harlow's diverse communities greener, healthier and more attractive places to live, work, play, and attract inward investment from businesses and other organisations.

Proposals for public transport will need to create opportunities for services and user experiences which promote active and sustainable travel and surpass private vehicle travel. Existing villages and neighbourhoods should all benefit from the enhanced public transport services being delivered as part of the Garden Town's integrated travel network.

ACCESSIBILITY AND INCLUSION

Quality public transport provides the vital connections to those with limited or no alternatives, increasing access to services and opportunities. An effective public transport system will also encourage a shift away from private vehicle use, with the associated physical and mental health benefits.

CURRENT CHALLENGES

The quality, reliability and integration of timetabling for buses in Harlow has been criticised by residents.

Most services travel via the bus station in the Town Centre so bus journeys to the key employment and retail sites on the periphery of the town often require an intermediate change of buses.

There is a lack of integrated ticketing and routes to key locations.

Services to neighbouring settlements such as Epping and Bishop's Stortford are limited.

Fares are considered to be high, especially in comparison to driving.

The train stations are situated relatively far from communities in the south of the existing town and are not easily accessible by sustainable modes.

FUTURE OPPORTUNITIES

Bus & Rapid Transit (BRT)

BRT, is a fast, high quality, integrated bus service, that provides more direct, frequent and integrated public transport services between key locations within and beyond HGGT.

Demand Responsive Travel (DRT)
Digital Demand Responsive Transport (DDRT)

DRT and DDRT both look to provide transport in response to demand by users. DDRT creates a digital platform for joining up travel demand and supply. This would include journey planning and ticket purchasing.

Enhanced Local Bus Services

An Enhanced Quality Partnership (**EQP**) similar to that set up between Hertfordshire County Council and commercial bus operators would improve quality, connectivity, accessibility, integration with other travel options, optimal utilisation of advances in technology and better interchanges. This is a legally binding arrangement where improvements to services are agreed and implemented by both local authorities and bus operators. This would initially be funded through contributions in Section 106 planning obligations or other mechanisms for collecting infrastructure payments and Government funding with services ultimately becoming financially sustainable through increased passenger turnover due to the attractive nature of a high quality, fast and convenient service. A EHQ would positively benefit all bus services in the Garden Town including the new services that will operate on the Sustainable Transport Corridors.

The Government are requiring local authorities to adopt enhanced partnerships or a franchising model in new guidance. The Local Transport Authorities are currently working towards a Bus Service Improvement Plan which will look to implement the measures above.

Public Transport Service Features

• Directly linking key destinations such as the rail stations, town centre, hospital, educational sites and key employment areas.

• Public transport services provided from first occupation in the new Garden Communities (possibly demand responsive in early phases) so that new residents, workers or visitors develop sustainable travel habits from the outset. These services will connect with key destinations and neighbourhoods in the town, so will benefit existing residents, workers and visitors.

• Integrated ticketing with the wider transport network including flexible payment systems and shared digital platforms such as 'Mobility as a Service' (MaaS) (link) whilst ensuring that those without mobile internet access can also enjoy these benefits.

• Travel plans to mitigate the impact of construction traffic through provision of a bus service or similar alternative by developers to reduce single occupancy car use for construction workers on major development sites from key travel interchanges or temporary facilities.

• Up-to-date travel information accessed via online and offline platforms.

• DRT and DDRT, integrated with, and complementary to, the wider HGGT bus network and designed to meet the needs of more vulnerable travellers, rural residents and those unable to make use of other public transport provision.

• Optimising the use of existing and future legislation, regulations and technology to develop an aspirational enhanced local bus network across the Garden Town.

• High quality vehicles that are low emission, electric or hydrogen, have on-board Wi-Fi, charge points, etc.

• Encourage developers to design schemes and highways infrastructure to enable the above at masterplan and application stages.

RAIL

The West Anglia Main Line is a key transport link along the UK innovation corridor, connecting Harlow with cities such as London and Cambridge and Stansted Airport but also providing connections to the South-East and beyond. An Anglia Corridor Study (LINK: Anglia Corridor Study March, 2016) includes proposals for this line, which it identifies as a busy commuter and leisure route that has the potential for significant housing and employment growth. HGGT will support enhancements which include:

Opportunities in Rail

• Line speed improvements to support faster journeys.

• Enhancing Harlow Town and Harlow Mill stations to provide improved access and greater provision for - and connectivity to - sustainable modes.

• Support the development of northern access to Harlow Town station.

• Enable Harlow Mill and Harlow Town rail stations to operate as high-quality interchanges with bus services at station forecourts, including Real Time Information.

• Improving walking and cycling facilities and wayfinding to and at Harlow Town and Harlow Mill rail stations from residential areas and the town centre to encourage active travel access to rail services.

• Lobby for the benefits of four tracking and Crossrail 2 at Broxbourne.

Page 67

NEXT STEPS/ACTION PLAN

- Develop a Quality Bus Partnership (QBP) to influence and improve service quality and infrastructure. Read more about how to improve bus services here.

- Develop existing work on hubs, ensuring designs provide seamless connection between modes and include suitable accompanying infrastructure and services to make public transport and active travel the first choice for journeys.

- Continue conversations with developers, public transport providers, network operators and other key stakeholders to ensure suitable services which promote active and sustainable transport are provided from first occupation of developments in the new Garden Town communities.

- Facilitate development of 'Mobility as a Service' journey planning and travel information mobility platforms to enable travellers to plan, book and pay for end to end journeys using real-time information for any mode.

- Develop a Wayfinding Strategy and a unified brand/typography for the network.

- Champion innovation and optimisation of technological solutions in public transport provision and encourage Garden Town partners, developers and other stakeholdes to do the same.

- Developing a platform through which to share data for future service enhancements.

CASE STUDIES

Notthingham's Bus Network
Award winning bus network uses electric, biogas, and Euro VI buses, multiple ticketing options and real time information.

West Sussex Fastway
Bypasses congestion hotspots via guided busways and dedicated bus lanes. 160% increased patronage and 19% decrease in traffic.

Belfast Transport Hub
A multi modal transport hub with bus stands, railway platforms, cycle and taxi provision designed to attract even more people to choose greener and active travel.
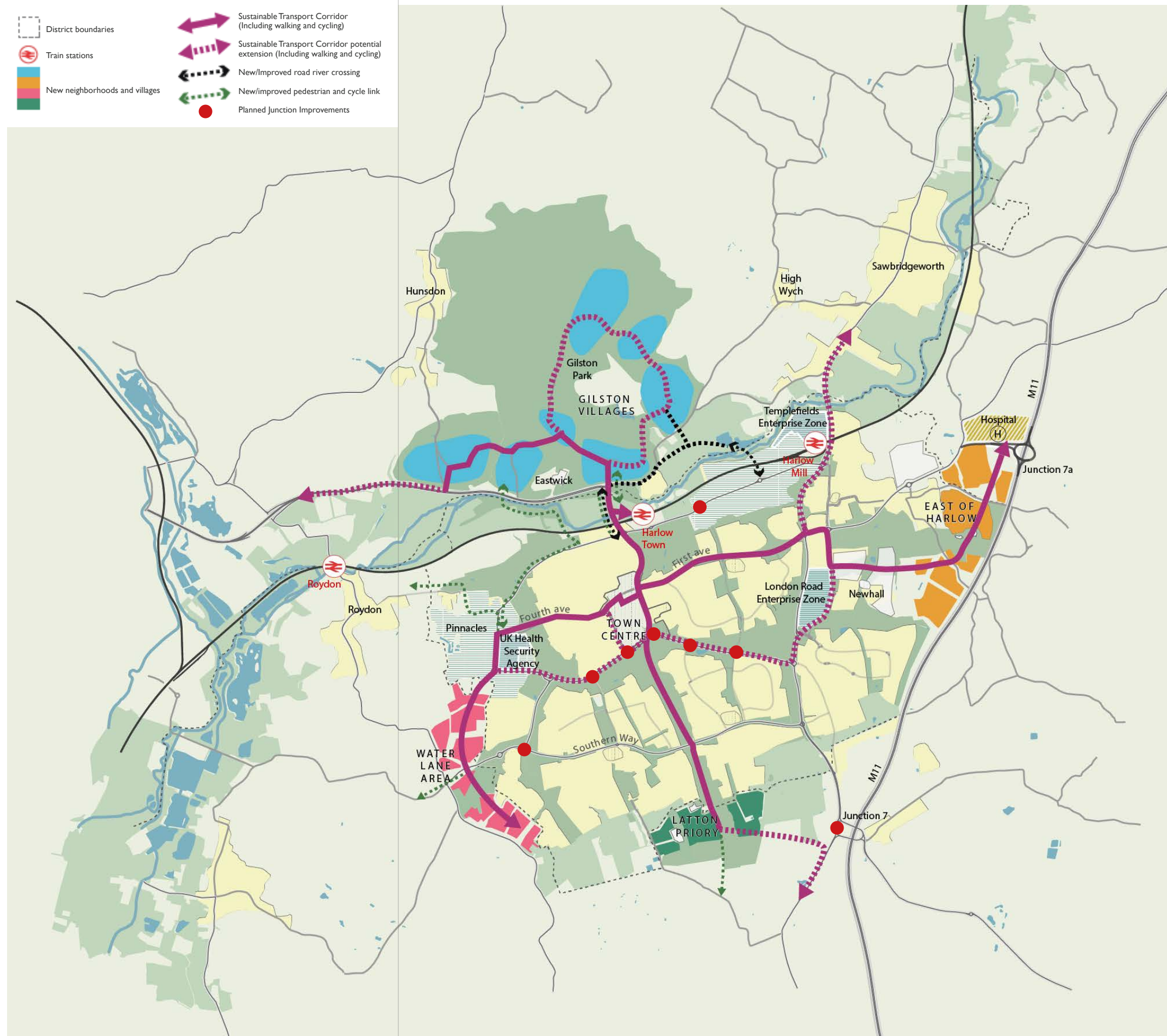
ACTION 4:

A Network that Works

OVERVIEW

A Network that Works, for everyone, is a network that prioritises the most vulnerable, that reduces the reliance on private vehicles by providing credible, high-quality active and sustainable alternative options, that makes best use of the infrastructure we have and is resilient to change. By reducing the reliance on private vehicles this should allow for more reliable operation of the network for the movement of freight to support logistics, distribution, and service sector companies based in Harlow, which are a large part of the HGGT economy.

The HGGT Partner Councils recognise the value of existing transport infrastructure assets such as footways, cycleways, roads, lighting, traffic signals and signage. They also recognise the importance of prudent investment in infrastructure that will help to mitigate current congestion, improve air quality, and facilitate the planned growth across the Garden Town. However, it is acknowledged that extensive expansion in road capacity would conflict with the Vision for the Garden Town and the user hierarchy set out in Principle 1. This would reduce the ability to achieve, or the likelihood of achieving, the required Mode Share Objective.

ACCESSIBILITY AND INCLUSION

By delivering a network with the User Hierarchy at its core, vulnerable users will be considered first, supporting safer and more accessible streets, infrastructure and services. Putting people first instead of private vehicles will improve community cohesion, wellbeing and streetscapes while improving the efficiency of road-based travel for emergency services, public transport and necessary journeys.

Page 68

Legend:
- District boundaries
- Train stations
- New neighborhoods and villages
- Sustainable Transport Corridor (Including walking and cycling)
- Sustainable Transport Corridor potential extension (Including walking and cycling)
- New/Improved road river crossing
- New/improved pedestrian and cycle link
- Planned Junction Improvements

What a Network that Works should look like in the Garden Town

CURRENT CHALLENGES	FUTURE OPPOORTUNITIES
High levels of car use causing air and noise pollution and congestion – particularly at peak times	Enabling Choice to reduce unnecessary journeys and encouraging a shift toward sustainable and active travel
Bus services often delayed due to congestion	Delivery of Sustainable Transport Corridors and other highway infrastructure improvements should improve the efficiency and reliability of bus services
The A414 presently provides the principal crossing over the River Stort and railway line but suffers from peak period congestion, constraining access to Harlow (and new Gilston area communities) and potentially stifling growth.	Provision of a second Eastern Stort crossing and an upgraded central Stort crossing with dedicated walking and cycling provision and frequent, fast bus priority to encourage modal shift
Residential roads used as rat runs	Traffic and network management measures such as revised speed limits and restrictions to specific routes to ensure motor vehicles remain on designated routes.
Connections to the strategic highway network suffer from peak time congestion	A new motorway junction (Junction 7a – completed in 2022/23) will provide greater connectivity to the new hospital site.
	Provision of second Stort crossing to enable connections to the Templefields Enterprise Zone and strategic network
High levels of car use for short everyday journeys	Education, training, apps and marketing activities to ensure residents are aware of non-car options available to them, and use the most efficient mode for each journey, particularly for short trips
The walking, cycling and road network can be hard to navigate	Clear and high-quality signage, wayfinding and visibility
Some parts of the network are hazardous or not well used due to disrepair	Effective maintenance and management to maximise longevity of infrastructure and user experience
Some parts of the network feel unsafe for users	Schemes or enhancements which particularly benefit vulnerable users through identifying pinch points, severance issues, or movement conflicts across the network. Developers should design schemes which include infrastructure or public realm features with safety and inclusivity of vulnerable users as priority.

Sustainable Transport Corridors

HGGT provides a significant opportunity to use Harlow's distinctive spatial layout to facilitate sustainable mobility through the creation of Sustainable Transport Corridors (STCs). These are a series of strategic public travel routes through the Garden Town providing high quality public transport and active travel options that will connect neighbourhoods quickly with key destinations such as the town centre and Harlow Town railway station and primary business areas. The existing networks will feed into the STCs which will provide the standard for exemplary sustainable travel.

The capital funding of the STCs will be initially met through the Housing Infrastructure Grant and then sustained through the Rolling Infrastructure Fund, see Funding (p.48) for more details on these schemes. A stewardship agreement is being negotiated to ensure the infrastructure developed is maintained to a high standard. To see the timing of delivery please refer to the Transport Programme in Appendix X.

STC Features

- High-quality north-south and east-west sustainable movement routes between existing and new communities and key destinations across the Garden Town.

- A network of walking and cycling routes, separated from motor traffic.

- Dedicated space for buses, to help them move freely, avoid congestion and have priority over other traffic.

- Used by modern, high quality, low emission buses, that offer frequent, high quality, seamless, reliable, rapid services with limited stops.

- Fully integrated with other public transport options via high quality hubs providing a range of transport services and community facilities.

- Comfortable, safe, sheltered waiting areas which are provided with Real Time Passenger Information at key stops and interchanges.

- Future-proofed routes that can be adapted to ensure long term sustainability.

- Phased implementation will allow upgrading of services running on the existing roads along identified corridors and the improvement of connections between services.

Parking

The ready supply and low cost of parking in Harlow currently supports extensive use of the car. Addressing this will help to reduce private vehicle trips and support the Strategy's Mode Share Objective.

CURRENT CHALLENGES	FUTURE OPPOORTUNITIES
Widespread availability of affordable and privately controlled parking provision throughout the existing town encourages private vehicle trips as the easy choice.	Improved access for active and sustainable travel to balance the needs of retailers and employers, whilst reducing the attractiveness of car use by making it harder to be certain of a parking space
High levels of residential on and off-street parking	Where required, residential car parking is to anticipate later conversion to other uses that benefits residents or the wider community.
	Provision of car parking at homes should not be to the detriment of active and sustainable travel, it should be just as easy or easier for residents to walk to their local hatch, access a bike or a bus
Consistent parking on (or blocking) footways, cycleways and green spaces.	The Government are exploring options to eliminate pavement parking
Low Electric Vehicle uptake and provision of necessary infrastructure	Charging infrastructure for electric vehicles in public and private locations to aid transition to low-carbon, zero-emission vehicle technologies.

NEXT STEPS/ACTION PLAN

- Conduct a town wide traffic management review and place-movement assessment to ensure efficient use of strategic transport infrastructure.

- Plans for the implementation of highway improvements will be developed between the relevant District and County Councils.

- Review options for a Park and Ride facility which links to a mass transit system.

- Continue work on plans to expand the existing Central Stort crossing and provide a new Eastern Stort crossing to improve connections.

- Consider the implications and feasibility of introducing demand management interventions, such as a workplace parking levy or congestion charge, as a revenue used to fund further active and sustainable transport investments.

- Review the supply and utilisation of existing commercial parking space in Harlow, most of which is privately owned.

- Engage with providers, developers and other stakeholders and, where possible, encourage them to consider converting space for conventional cars to electric vehicle charging spaces, autonomous vehicles, car club vehicles, cycle and powered two wheeler parking.

- Manage new parking supply at key destinations through the planning system.

- Work with businesses, retailers and developers to manage car park capacity to create a better balance between parking supply and land use.

- Work with businesses, retailers and developers to manage car park capacity to create a better balance between parking supply and land use.

- Explore the establishment of consolidation centres that can alleviate congestion within the Garden Town and provide last mile delivery services using freight bikes and electric vehicles.

CASE STUDIES

DIY Streets
Aims to improve the neighbourhood by reducing traffic speeds and rat running traffic through community co-design.

MY OTHER CAR IS A BIKE
WE CAN ALL #BeBoth

Forward Motion
Provides online travel information, advice, services, ideas, competitions and events for residents in South Essex.

Parking Places
In West Yorkshire, 88 rapid-charging points have been installed for taxis and the public, supporting a commitment to reduce harmful emissions.

Page 70

ACTION 5:

Maximising opportunities

OVERVIEW

The Garden Town offers extensive opportunities for innovation in mobility and transport, with its unique urban form and partnerships ready to enable delivery. Emerging technologies and shared mobility solutions have significant potential for helping to change travel behaviours. HGGT partners will lead on exploiting these opportunities as they arise.

The challenge lies in creating a seamless and attractive sustainable transportation network and associated services. Services should maximise infrastructure investments and benefits all members of the community. The Garden Town will have to be flexible and adaptable as technologies currently undeveloped or unknown are made available.

ACCESSIBILITY AND INCLUSION

New mobility technologies and services have the potential to widen the affordability, availability, and accessibility of transport. This would help narrow existing inequalities in transport provision and use. For example, real time information can improve the reliability and confidence around using public transport for older people and those with mobility-related needs.

What Maximising Opportunities Should Look Like In The Garden Town

Page 72

CURRENT CONTEXT

Wider links already exist in the Garden Town between the technology sector, councils, industry, research and education. By building on this partner collaboration, HGGT can act as the testbed for technological and socially innovative mobility solutions, to enhance the physical and social wellbeing of residents, workers and visitors. These opportunities include:

- The growth in the science, technology, engineering and digital industries at the Harlow Enterprise Zone;

- The arrival of Public Health England in the town and the re-provision of Princess Alexandra Hospital, helping to promote healthy living;

- The University of Hertfordshire Centre for Sustainable Communities and the presence of Harlow College and Anglia Ruskin University;

- Links with Transport Systems Catapult in Milton Keynes.

FUTURE OPPORTUNITIES

New and developing energy innovations such as electric and hydrogen vehicles.

Freight and cargo bikes for last mile delivery.

Shared mobility services reducing the need and expense for personal vehicle ownership.

Mobility as a Service (MaaS) and advanced Rapid Transit options (bus or rail) potentially delivering a significant shift from car ownership and make it easier to travel.

Innovative technology platforms can be used to match the supply and demand for transport in rural areas.

Staff training and technological improvements in public transport to make it safer, quicker and easier for those with disabilities and accessibility requirements.

Enhanced transport data gathering and artificial intelligence to maximize network efficiencies.

Trials of autonomous and connected vehicles.

Drones can be used to address local needs, from supporting emergency services to improving the safety of infrastructure inspections.

ZERO EMISSION VEHICLES

In 2020, the government brought forward the end to the sale of new petrol, diesel and hybrid cars and vans from 2040 to 2030. Therefore, over coming years the market share of zero emission vehicles (ZEVs) will increase substantially.

Benefits of ZEVs:

ZEVs have a number of benefits over conventional fossil fuel vehicles:

- Zero tailpipe emissions and substantially lower greenhouse gas emissions than conventional vehicles, even when taking into account the electricity source.

- Improved local air quality by reducing harmful emissions such as nitrous oxide and carbon dioxide.

- Significantly quieter than vehicles powered by conventional engines.

- Cheaper to run than fossil fuel vehicles for consumers as fuel is cheaper, no congestion charges, reduced/no vehicle tax and Government grants.

Given the current context around infrastructure, transport, society and policy, it is clear that ZEVs will play an important part in the drive to decarbonise transport and are a key transitional tool for supporting the mode share targets outlined in this Strategy.

Charging Infrastructure

Harlow only has eight public charging points – one rapid and seven fast. The uptake of electric vehicles in Harlow is estimated to be 60% by 2033. As such, charging points for BEVs will need to be rolled out rapidly and should comprise a mix of private chargers at homes and workplaces and public on-street charge points, for top-up charging and on the strategic road network for longer distance inter-urban charging. Any standard parking provision developed should be future proofed to ensure provision for later installation of charging with minimal retrofitting cost/disturbance.

Developers and contractors will be expected to align with guidance from updated parking standards which will include standards for all residential dwellings with parking provision to include a charging unit. There will also be guidance around commercial and public parking.

The Government have committed £500m for EV charging infrastructure to meet future charging demands and funding can also be secured from other areas such as through developer negotiations and regional funding mechanisms.

The Role of ZEV's

ZEVs are a powerful tool in the transition to a sustainable transport network and there is a clear need for additional infrastructure to support uptake. They are part of the solution for our future travel needs alongside prioritising active travel and public transport (as per the User Hierarchy).

Future Opportunities

Shared mobility services such as car clubs which reduce the need and expense of personal vehicle ownership.

NEXT STEPS/ACTION PLAN

- Support Masterplans which demonstrate flexibility in anticipation of future mobility scenarios, including adaptable parking (for future conversion to other uses), drop off and pick up arrangements and electric vehicle charging points to ensure that communities can readily respond.

- Secure funding and work collaboratively with the partner councils to increase the number of public charge points for electric vehicles.

- Exploit opportunities to trial and develop shared mobility, demand responsive, autonomous and alternatively fuelled vehicle and public rapid transit technologies with partners. HGGT will also be seen as being open to innovation through marketing and lobbying of businesses, institutions and government.

- Facilitate development of 'Mobility as a Service' journey planning and travel information mobility platforms to enable travellers to plan, book and pay for end to end journeys using real-time information for any mode.

- Consider the benefits of adopting an 'open data' approach for transport data to support innovation and investment in data solutions and other technologies which aid mobility, traffic and parking management, enabling real-time advice to users.

- Encourage sustainable deliveries: including low carbon vehicle use, delivery hubs and last mile logistics which use electric vehicles, freight bicycles (typically electric aided), or cargo bicycles to deliver goods to local centres or the final destination.

- Give consideration to shared public transport vehicles being able to use bus priority.

CASE STUDIES

Vivacity Labs
AI sensors and 'Smart Junctions' signal controls gather detailed travel data, to help build a case for strategic transport decisions.

Zipabout
Personalised routing using image recognition avoids stressful environments such as crowded locations or unstaffed stations.
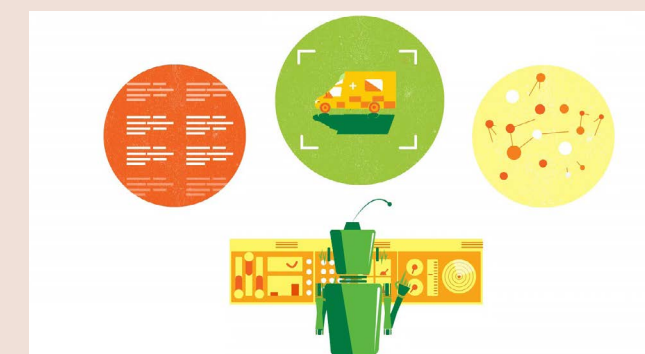
Red Ninja
'LiFE', an intelligent mobility algorithm, uses AI to manipulate traffic along an emergency service vehicle's route in real time, reducing journey times by up to 40%.

NEXT STEPS

By adopting this strategy, the Councils are committing to a unified approach to deliver HGGT as set out in their respective Local Plans and Spatial Vision for the area.

Transport Strategy next steps include:

1 Securing developer funding without which the strategy cannot be delivered;

2 Developing a detailed, funded programme for delivery of the actions in this strategy;

3 Continue to develop and update the Infrastructure Delivery Plan for the Garden Town which prioritises, phases and identifies funding opportunities for sustainable transport schemes;

4 Development of monitoring and evaluation strategy, including a set of targets, which we will use to monitor our progress toward meeting our sustainable mode ambition;

5 Working with partner authorities to ensure the new Garden Town communities have high quality links with key employment centres.

Working with Developers

The Garden Town will collaborate closely with developers, who are crucial to achieving the sustainable mode share targets within this Strategy. HGGT have the following expectations of developers:

- New development should incorporate the movement hierarchy as a first principle. Development should seamlessly incorporate sustainable travel opportunities and infrastructure.

- Applications for new developments or changes to existing developments will be expected to consider its interaction with the wider transport context and may be required to participate in, and contribute to, wider collaborative proposals to facilitate overall sustainable travel delivery.

- Travel Plans will be required for all development within the HGGT set against the HGGT Travel Plan which will form the basis of expectations for the site, in accordance with the requirements of the National Planning Policy Framework (NPPF), County or District Policies or HGGT guidance.

Masterplans and planning proposals should:

1. Reflect the Mode Share Objective, Principles and Actions of the Transport Strategy and will be expected to demonstrate how they have incorporated Active Design into proposals which promote physical activity and active lifestyles through the built and natural environment;

2. Demonstrate a high level of sustainable mode share and flexibility in anticipation of future mobility scenarios;

3. Ensure properties and co-working spaces enable residents to work from/near home where possible.

Mechanisms to achieve the Mode Share Objective

Developer negotiations: This includes section 106 and or other legal processes through the Highways Act such as section 38 or section 278, where a third party designs and submits a detailed scheme for technical approval by the Highway authority and then delivers a scheme in accordance with the approved design. The exact powers used may vary depending up on the location and design of the proposal. The Garden Town will negotiate with developers to ensure that adequate funding contributions are made from developers to achieve the ambitions of this Strategy.

Local development policy

Local Plans, Local Transport Plans and other adopted transport policy carries planning weight and policies must be conformed to during the planning and design of new developments.

The HGGT Transport Strategy: This Strategy has been approved by the HGGT Board and endorsed by the three District Councils as a material planning consideration. This gives the Strategy weight when making planning decisions.

Monitoring: A monitoring framework will be established to ensure alignment with this Strategy. This Framework will be based on the recommendations from the HGGT Monitoring Framework Technical Note. Policies and schemes will also be monitored internally through the HGGT Board approval and oversight process.

Funding

Developer Contributions

Developer contributions is a collective term mainly used to refer to the Community Infrastructure Levy (CIL) and Planning Obligations (commonly referred to as 'Section 106' or 'S106' obligations/agreements) or any successor policy, levy or tariff that may be put in place to ensure development proposals contribute to infrastructure needs and effectively mitigate their impacts. These are planning tools that can be used to secure financial and non-financial contributions (including affordable housing), or other works in kind, to provide infrastructure to support development and mitigate the impacts of development.

The Housing Investment Grant (HIG) and Rolling Infrastructure Fund (RIF)

The Garden Town has secured £171 million from Homes England through the Housing Investment Grant Fund to forward fund the provision of transport infrastructure. Whilst this infrastructure is primarily focussed on unlocking delivery of the Gilston Area new garden community development, parts of the infrastructure also support broader growth and regeneration across the Garden Town. The availability of HIG funding will permit the "forward funding" of infrastructure, this will enable developers within the Gilston Area allocation to deliver other additional items of infrastructure required to support development in earlier phases. Delivery of HIG funded infrastructure will unlock planned growth and delivery of homes in the Garden Town, which will generate further financial contributions from developers that can then be used to fund other infrastructure priorities as identified within the Garden Town IDP and/or required by policy. These developer contributions will be managed in a fund called the Rolling Infrastructure Fund (RIF).

The South East (SELEP) and Hertfordshire (Herts LEP) Local Enterprise Partnerships

LEPs work in partnership with central government and its key agencies to pursue and attract major investment into the South East and Hertfordshire to deliver significant economic growth. LEPs identify and support local strategic growth priorities, encourages

business investment and promotes economic development.

In total the SELEP Growth Deal with Government has brought nearly £600m of investment to the region with the aim to deliver 78k jobs and 29k homes. Hertfordshire LEP has secured £204m to deliver 11k jobs and 16.5k new homes.

Transport East

Transport East is the Sub-national Transport Body for Norfolk, Suffolk, Essex, Southend-on-Sea and Thurrock. The partnership provides a single voice for our councils, business leaders and partners on our region's transport strategy and strategic transport investment priorities, working in close collaboration with the government and the rest of the UK.

Transport East will develop a Transport Strategy and Delivery Plan for the region which ensures that transport fully supports its members shared ambitions for economic growth, quality of life and prosperity.

Department for Transport (DfT)

The DfT allocates a large amount of funding through various schemes such as the Local Sustainable Transport Fund, Sustainable Travel Towns Scheme and the Access Fund among many others. The Garden Town will look to secure government funding through these schemes where and when appropriate and available.

Harlow Local Highway Panel (Harlow LHP) proposals

LHPs are responsible for making recommendations and setting priorities for Highways schemes in their areas. Panels are made up of a representative number of Members from the County and the District. The Panels prioritise local concerns and small scale measures and make recommendations to the Cabinet Member for the implementation of highway schemes that meet the concerns of local people.

Glossary

We recognise that some of the definitions of new mobility services are contested. Within this document we use the following definitions.

Active travel

Active modes are considered to be walking and cycling, but also include micro-mobility options.

Bus Rapid Transit

Bus Rapid Transit (BRT) is a high-quality bus-based transit system that delivers fast, direct, and cost-effective services at metro-level capacities.

Car clubs/car-sharing

Car clubs use electronic systems to provide customers unattended access to cars for short-term rental, often by the hour. Business models can be categorised into round-trips, where the vehicle must be returned to its home station, and flexible, which allows one-way trips. Vehicles may be owned by individuals and lent out on a peer-to-peer basis via an intermediary platform, or form part of a fleet owned by a single organisation.

Commuter and utility walking and cycle routes

Routes that support necessary everyday travel, are located and designed to be direct and convenient in terms of journey time and distance, and are of sufficient capacity, segregated, surfaced and lit to enable safe use at all times by all users.

Demand responsive transport

A flexible service that provides shared transport in response to requests from users specifying desired locations and times of pickup and delivery. Dial-a-ride services scheduled through next day or advance bookings are a traditional example.

Developers

An organisation whose job involves buying and selling buildings/land and arranging for new buildings to be built.

Development site

A parcel of land where land disturbing activities have been or will be initiated to complete a land development project.

Dynamic demand responsive transport

More recent applications of demand responsive transport seek to work dynamically, adjusting routes in real time to accommodate new pickup requests often made minutes in advance.

Electric vehicle

Electric vehicles (EVs) are defined as vehicles that can take on power from an external source and comprise Battery Electric Vehicles (BEVs) and plug-in Hybrid Electric Vehicles (PHEVs).

Four tracking

A quadruple-track railway (also known as a four-track railway) is a railway line consisting of four parallel tracks with two tracks used in each direction. Quadruple-track railways can handle large amounts of traffic, and so are used on very busy routes.

Hub

A facility that provides a convenient interchange between a range of mobility types (public transport, bikes, scooters etc.) for all users and which is co-located with other community facilities such as cafes, shops, parcel drops etc.

Leisure walking and cycle route

Routes that support cycling for health and pleasure purposes, are located and designed to provide a safe and attractive environment where the route itself may be one of the main attractors (as opposed to directness), can be shared with pedestrians and can accommodate places to stop and rest.

Micro-mobility

The use of small mobility devices, designed to carry one or two people, for short trips or 'last mile' deliveries. Rollerblades, tricycles and scooters, as well as wheelchairs and other adapted cycles are examples.

Mobility as a Service (MaaS)

The integration of various modes of transport along with information and payment functions into a single mobility service. Recent services that allow customers to purchase monthly subscription packages giving them access to public transport and private taxi and bike hire schemes are an example.

Modal shift

A modal shift means a change from one mode of transportation for a journey to another. For example, switching from driving a car to walking.

Mode

A transport mode refers to the way in which passengers and/or goods can be transported. For example, train, bus or walking.

Mode share

Mode share (also called mode split) is the percentage of travellers using a particular mode of transportation or number of trips using said type.

Particulate matter (PM)

Small airborne particles. PM may include materials such as soot, wind-blown dust or secondary components which are formed within the atmosphere as a result of chemical reactions. Some PM is natural and some is man-made. PM can be harmful to human health when inhaled, with the World Health Organization classifying it as carcinogenic to humans. In general, the smaller the particle the deeper it can be inhaled into the lungs, and the greater the risk that it is transferred to the bloodstream or body tissues. PM10 is particulate matter 10 micrometres or less in diameter, PM2.5 is particulate matter 2.5 micrometres or less in diameter. By way of comparison, a human hair is about 100 micrometres in width.

Planning application/pre-application

A planning application is a formal request to a local authority for permission to build something new (i.e. shops, homes, schools etc.) or to add something to an existing building.

Ride-hailing

Ride-hailing services use smartphone apps to connect paying passengers with licensed taxi drivers or private hire vehicle operators who provide rides for profit.

Ride-sharing (sometimes known as car-pooling)

Formal or informal sharing of rides between unlicensed drivers and passengers with a common or similar journey route. Ride-sharing platforms charge a fee for bringing together drivers and passengers. Drivers share trip costs with passengers rather than making a profit.

School Street

A School Street is a road outside a school with a temporary restriction on motorised traffic at school drop-off and pick-up times. The restriction applies to school traffic and through traffic.

Shared mobility

Transport services that are shared among users, either at the same time or one after another. Public transport, or mass transit, as well as newer models such as car-sharing, bike-sharing and ride-sharing, are all types of shared mobility.

Sustainable travel

Sustainable modes are considered to be any local bus/tram-based rapid transit and demand-responsive bus services. Active travel modes are also deemed sustainable.

Transport network

A transport network denotes either a permanent track (e.g. roads, rail, and canals) or a scheduled service (e.g. airline, public transit, train). It can be extended to cover various types of links between points along which mobility can take place.

Vulnerable user

Non-motorised road users, such as pedestrians and cyclists as well as motor-cyclists and persons with disabilities or reduced mobility.

Zero emission vehicle

A zero-emissions vehicle (ZEV) is a vehicle that never emits exhaust gas from the onboard source of power.

This page is intentionally left blank

Appendix 2
HGGT Transport Programme

Cost	
L	£0 - £500k
M	£500k - £1m
H	£1m +

Strategic Development sites	Status	Funding	Cost	2021-2027	2027-2033	Post 2033
Gilston	PA submitted	Developer		▓	▓	▓
East of Harlow	LP allocations	Developer		▓	▓	▓
Latton Priory	LP allocations	Developer		▓	▓	▓
Water Lane	LP allocations	Developer		▓	▓	▓
Town Centre	LP allocations	Developer		▓	▓	▓
Enabling Choice	**Status**	**Funding**	**Cost**	**2021-2027**	**2027-2033**	**Post 2033**
Healthy Harlow transport communication campaign	Proposal developed	To be confirmed	L	▓	▓	▓
Develop co-working spaces and bring forward superfast fibre broadband	Ambition	Subject to s106	M	▓		
Local delivery hubs/last mile delivery	Ambition	Developer	M	▓	▓	
Multi-modal transport interchanges hosting local services and ammenities	Ambition	Subject to s106	H	▓	▓	
Streets for People	**Status**	**Funding**	**Cost**	**2021-2027**	**2027-2033**	**Post 2033**
School Streets	ECC trials	To be confirmed	L	▓		
Liveable Streets Programme	Subject to ATF bid	Subject to ATF bid	H	▓	▓	
Local Cycling and Walking Infrastructure Plan	Subject to ATF bid	Subject to ATF bid	H	▓		
Behavioural Change Programme	Work underway	HE Capactiy Fund	M	▓		
Harlow Cycling Action Plan/regional active travel connections	Ambition	To be confirmed	H	▓	▓	
Improve green infrastructure (GI) on streets	GI framework scoping	Stewardship	M	▓	▓	▓
Provide secure cycle parking, changing facilities and charging	Ambition	ATF/s106/Grants	M	▓	▓	
Quality Public Transport	**Status**	**Funding**	**Cost**	**2021-2027**	**2027-2033**	**Post 2033**
Enhanced Bus Partnership (including integrated ticketing)	Committed	BSIP funding	L	▓		
Develop a single platform for use with all public transport options	Proposal within EBP	To be confirmed	L	▓		
Shared mobility - bike share and car clubs	Ambition	To be confirmed	H	▓	▓	▓
Demand Responsive Transport/Digital Demand Responsive Transport	Ambition	To be confirmed	M	▓	▓	
Harlow Town Station Northern Access	Subject to s106 (Gilston)	Subject to s106	H		▓	
Park and Ride	Ambition	To be confirmed	H		▓	

A Network that Works	Status	Funding	Cost	2021-2027	2027-2033	Post 2033
STC - Central Stort Crossing	PA submitted	HIG/recovery s106	H	▓		
STC - North to Centre	Detailed design (HIG)	HIG/recovery s106	H	▓		
STC - East to West (east)	In design phase	Subject to s106	H	▓		
STC - East to West (west)	In design phase	Subject to s106	H	▓		
STC - South to Centre	In design phase	Subject to s106	H	▓		
Town Centre (bus interchange hub)	Funding secured	Towns Fund	H	▓		
A1025 Second Ave/Velizy Ave	IDP proposal	Subject to s106	H	▓		
M11 Junction 7a	Under construction	ECC/HE/LEP/DfT	H	▓	▓	
Eastern Stort Crossing	PA submitted	HIG/recovery s106	H	▓		
Cambridge Road River Way Junction	Detailed design (HIG+TF)	HIG + Towns Fund	H	▓		
Gilston Village 1 STC access	PA submitted	HIG/recovery s106	H	▓	▓	
Gilston Village 2 STC Access	PA submitted	HIG/recovery s106	H	▓	▓	
Gilston Village 1 to Village 2 link	PA submitted	HIG/recovery s106	H	▓	▓	
Gilston Village 7 Access	PA submitted	Developer	H	▓	▓	
A414 Edinburgh Way/Howard Way/OI Junction	Subject to s106 (Gilston)	s106	H	▓		
A1025 Second Ave/Manston Rd	IDP proposal	Subject to s106	H	▓		
A1025 Second Ave/Howard Way	IDP proposal	Subject to s106	H	▓		
A1025 Third Ave/Abercrombie Way	IDP proposal	Subject to s106	H	▓		
A1169 Southern Way/Catherines Way	IDP proposal	Subject to s106	H	▓		
Local hubs	Ambition	To be confirmed	M	▓		
Consolidation Centres	Ambition	To be confirmed	H		▓	▓
20mph roll-out/Street hierarchy changes	Study in progress	ATF	M	▓		
Local wayfinding	Ambition	To be confirmed	M	▓		
Demand management interventions (incl. parking controls)	Ambition	To be confirmed	M	▓		
Maximising Opportunities	**Status**	**Funding**	**Cost**	**2021-2027**	**2027-2033**	**Post 2033**
Electric Vehicle Charging	ECC developing strategy	ECC/OZEV/supplier	M	▓	▓	▓
Trial of autonomous and connected vehicles	Ambition	To be confirmed	M			▓
Use of e-cargo bikes, freight bikes and elctric vehicles for last mile delivery	Trial in progress	Expansion subject to funding	L	▓	▓	▓

PA: Planning Application
LP: Local Plan
s106: Section 106
ECC: Essex County Council
ATF: Active Travel Fund
HE: Homes England
GI: Green Infrastructure
BSIP: Bus Service Improvement Plan
EBP: Enhanced Bus Partnership
HIG: Housing Infrastructure Grant
IDP: Infrastructure Delivery Plan
OZEV: Office for Zero Emission Vehicles

This page is intentionally left blank

HGGT

HARLOW & GILSTON GARDEN TOWN
Hertfordshire

Harlow and Gilston Garden Town

Transport Strategy

Consultation Report

February 2021

Contents

Executive Summary

The HGGT Transport Strategy was initially approved for consultation in January 2019. Due to a number of reasons there have been several delays to the process. The Strategy has undergone two rounds of consultation where feedback was taken through a number of various engagement activities. Quantitative as well as qualitative data was collected, analysed and used to inform changes to the document in several areas. This data and key changes are summarised below.

Quantitative survey data

Objectives - Both rounds	Support	Don't know	Oppose
Objective 1 – 50% and 60% mode shift targets	58%	8%	34%
Objective 2 – User hierarchy	49%	10%	41%
Objective 3 – Supporting a culture of sustainable travel	79%	7%	15%
Actions - Both rounds	**Support**	**Don't know**	**Oppose**
Action 1 - Reducing the need to travel	66%	3%	31%
Action 2 - Making better use of existing infrastructure	76%	2%	21%
Action 3 - Supporting a culture of active & sustainable travel	84%	4%	12%
Action 4 - Sustainable Transport Corridors	78%	4%	18%
Action 5 - Supporting walking and cycling	81%	6%	13%
Action 6 - Public transport	89%	1%	10%
Action 7 - Road based travel	73%	7%	20%
Action 8 - Anticipating change	76%	13%	11%

Qualitative survey data

Comment	Changes
Too long	Public facing summary section, consolidation, re-formatting
Too much jargon	Jargon reduced, glossary included, hover boxes included
More detail on:	
Accessibility, disability and inclusion	Included as a principle, incorporated throughout
Funding	Section on funding now included
Phasing	Section on phasing now included
Links with rural communities and villages	Greater detail on DRT, onward connections, links to recreational routes and electric bikes.
Justification of objectives and how they will be met	Expanded justification of Objective and how to achieve this
Impact of measures on networks and existing communities	Greater clarity of impact on network and benefits to existing communities
How people will change behaviours	Detail on behaviour change and measures that benefit communities and individuals
Current bus service/infrastructure improvements	Further detail on improvements to current bus provision
Rail service/infrastructure improvements	Further detail on improvements to current rail provision
Disincentives for driving/parking	Clarity on demand management measures and Parking Strategy

PREVIOUS VERSION

Objectives
1. 50% and 60% mode shift targets
2. Transport Hierarchy
3. Encouraging a culture of active and sustainable travel

Actions
1. Reducing the need to travel
2. Making better use of existing infrastructure
3. Supporting and encouraging a culture of active and sustainable travel
4. Sustainable Transport Corridors
5. Supporting walking and cycling
6. Public transport
7. Infrastructure for road based travel
8. Anticipating change

UPDATED VERSION

Objective
1. 50% and 60% mode shift targets

Principles
1. Transport Hierarchy
2. Encouraging a culture of active and sustainable travel
3. Accessibility and Inclusion

Actions
1. Enabling Choice (A1, A2, A8)
2. Streets for People (A3, A5)
3. Quality Public Transport (A6)
4. A Network that Works (A4, A7)
5. Maximising Opportunities (A8)

The changes made to the high level Objectives and Actions in the Transport Strategy.

Page 88

Introduction

The HGGT Transport Strategy was prepared to help deliver the HGGT Vision and the challenges of future travel demand linked to planned growth through sustainable and active travel. The Strategy acknowledges that continued reliance on high levels of single occupancy car use is unsustainable and outlines an alternative way forward for a healthier, more pleasant and more efficient transport network.

Timeline and approach

The Strategy document, initially published in January 2019, was approved by the partner councils at Harlow, Epping Forest and East Herts who make up the three authorities delivering the Garden Town development alongside Essex County Council and Hertfordshire County Council.

Pre-election restrictions around the 2019 Local and General Elections saw the Garden Town Transport Strategy public consultation go live in January 2020 with a six-week engagement period that allowed feedback throughout.

Results from this consultation period revealed a lack of engagement with specific groups (young people, businesses, charities and other local organisations) and also more broadly with a lower number of responses than expected. Due to this a further round of consultation took place in late 2020 to address these shortfalls.

Comments received during both rounds of consultation were reviewed in early 2021 and the Strategy adapted accordingly. The Strategy will be taken to the Garden Town Board in summer 2021 due to the May local elections Purdah.

Through ongoing work and the planning applications that have been received, we are now moving ahead to establish the full detail of transport proposals. This is supported by the announcement of £172 million housing investment grant for Harlow and Gilston Garden Town which will be used to forward fund transport infrastructure.
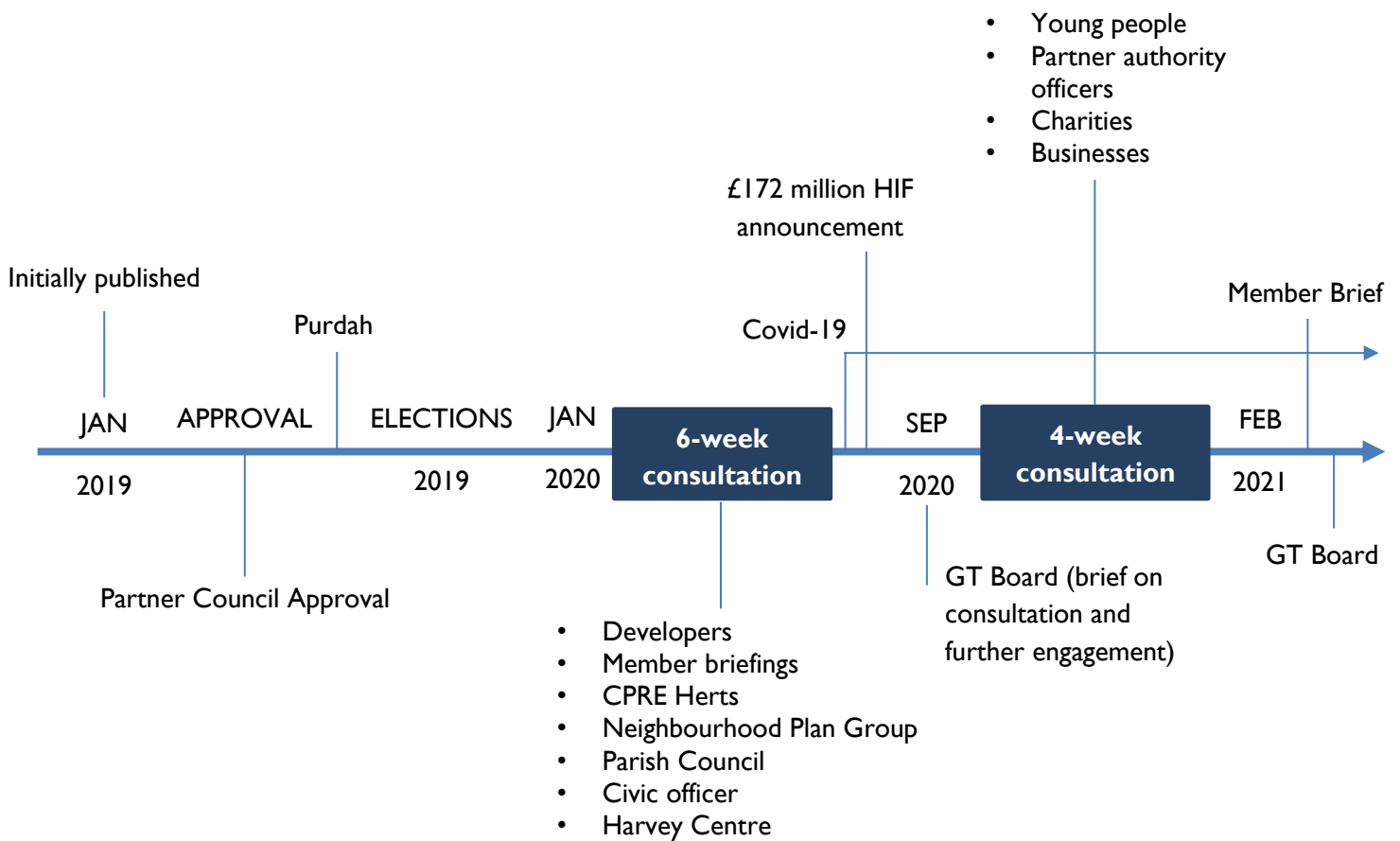
Figure 1. Consultation timeline

Methods of engagement

Public displays

During the first round of consultation HGGT held a number of public displays and stands to answer questions, build momentum and engage with local residents – this was impossible during the second round due to Covid-19 restrictions. We engaged the public through a combination of presentations, pop-up displays, printed promotional material and HGGT/partner Officers speaking with residents (see Figure 2 below). Events included:

- HGGT were present at each of the District Councils;
- Displays at the Harvey Centre and Civic Offices;
- Unmanned displays across the districts;
- Village Hall events.
- Stalls at Harlow College

During these events almost 500 leaflets were handed out, with over 250 leaflets handed out in the Harvey Centre alone.

Figure 2. HGGT Transport Strategy public consultation events.

Social media

Social media was utilised in both rounds of consultation, however, the HGGT social media accounts were relatively new in the first consultation and didn't have the reach or established user base they do at present. A lot of work was given over to growing the efficacy of the social media accounts between the two rounds of consultation.

During the first round of consultation social media was used primarily to promote events and information. During the Harvey Centre engagement day, the announcements on Twitter earned 3,455 impressions and the display day announcement at EFDC earned 1,982 impressions.

During the second round of consultation social media was again used to promote content but was also used to conduct a series of polls (a feature built into Twitter – see Figure 3) to encourage broader engagement. The polls themselves were successful at engaging local audiences with over 1,000 votes, over 2,300 interactions (clicking on links etc.) and over 38,500 views across the 8 polls. A key function of the polls was to direct users towards the full survey and this proved a successful feature. The polls also allowed for comments on each one which generated a good amount of feedback.

Figure 3. Example Twitter poll.

Surveys

During both rounds of consultation a survey was created to collect stakeholder feedback on the Strategy. This held a number of questions on the key elements of the Strategy – Objectives and Actions – alongside attitudinal questions.

In the first round of consultation stakeholders were able to respond to the survey through social media and website links, and paper copies. In the second round there was only a digital version available. The survey content was changed slightly in the second consultation with attitudinal questions on travel broadly removed to make a more concise and approachable survey. The key questions relating to the Strategy content were retained however.

The online survey platform was also changed for the second consultation to a more engaging and user-friendly platform (see comparison in Figure 4). This proved a success with survey responses almost doubling.

3. To what extent do you support the following objectives for mobility in the Garden Town? (see p.10-11 in the Strategy)

	Strongly support	Support	Don't Know	Do not support	Strongly oppose
1. Achieving a target where 60% of all journeys within new Garden Town Communities, and 50% across Harlow, will be sustainable choices.	○	○	○	○	○
2. Prioritising the transport hierarchy: Reducing the need to travel; Walking and cycling; Public transport; Private vehicles	○	○	○	○	○
3. Supporting and encouraging a culture of active and sustainable travel.	○	○	○	○	○

Additional comments
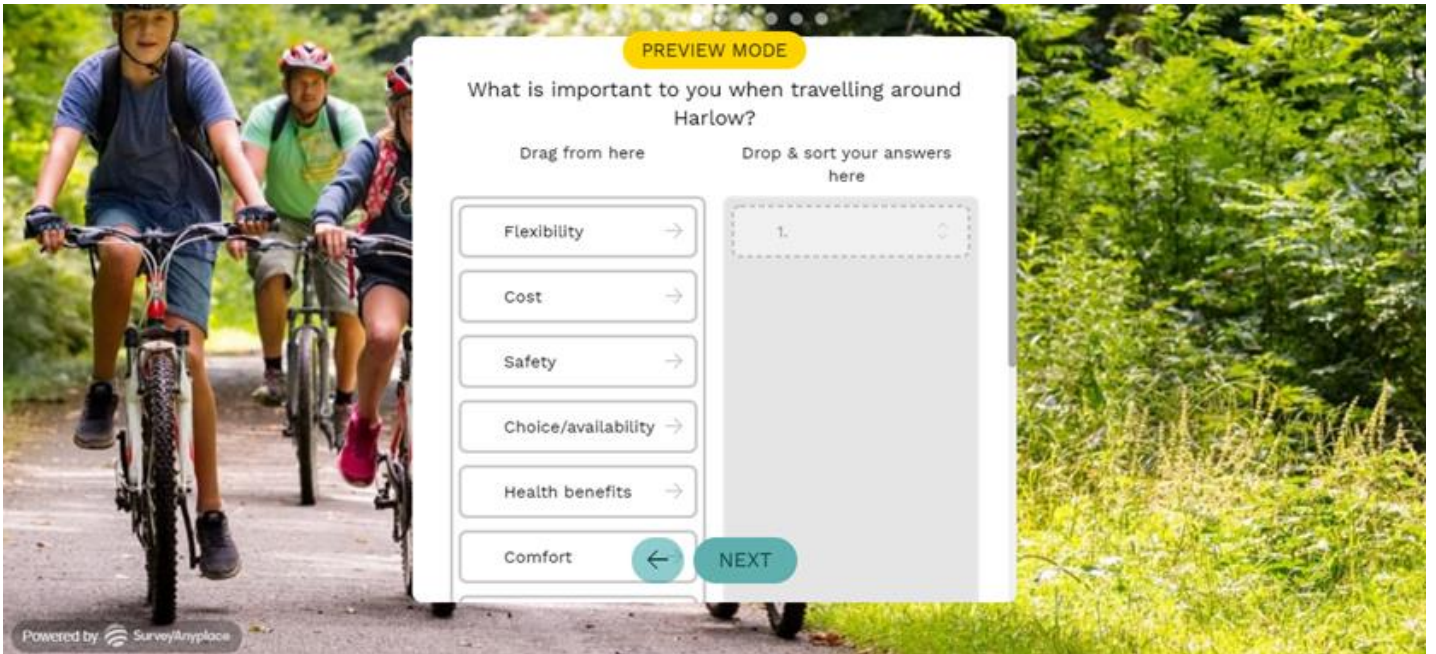
Figure 4. Comparison of the survey platforms used in the first round of consultation (top) and the second round (bottom).

Website page

A dedicated HGGT Transport Strategy consultation website page was established. This hosted the survey link, key documents such as the Strategy itself and supporting evidence, and further information. There were over 1,300 visitors to this webpage, predominantly in the first consultation when the website was more central to the communications.

Focused workshops

For the second round of consultation a series of workshops were organised to target the groups that were unrepresented in the first round. These proved successful at engaging with specific stakeholders and provoked interesting comments and feedback.

Internal workshops were organised with Officers from the five partner authorities. These workshops focused on specific topics and Actions within the Transport Strategy: public transport, road management, planning and technology, and active travel. Continued engagement with Officers has been held through the HGGT Sustainable Mobility Workstream.

External workshops looked at the Strategy more broadly with a focus on the Objectives and Actions. Feedback was gathered through polling and discussions but stakeholders were also signposted to the main survey for further comment. There was a total of 137 attendances at these sessions. Workshops were held with:

- Harlow College
- EFDC Youth Council
- HDC Youth Council
- Harlow Growth Board
- Local charities and third sector
- Local businesses

Members

Members were specifically engaged through a series of briefings detailing progress at various stages and with summary leaflets distributed to each individual. Feedback and comments were received and the Strategy was updated accordingly.

Survey Results

Survey responses

The second consultation was significant in increasing both the survey responses and general comments, roughly doubling both in a far shorter and more limited consultation.

Responses	Round 1	Round 2	Total
Survey respondents	81	73	154

Demographic data

A variety of demographic data sets were collected via the survey. The second consultation had a big impact on increasing the proportion of responses from young people and those in education which was a key focus for this consultation. However, there was a lack of responses from those aged over 75. Whilst

it was difficult to address this in the second consultation due to Covid-19 restrictions, it is a lesson learnt for future consultations.

Demographic data - Age	Round 1	Round 2	Total
24 and under	0%	25%	10%
25-34	6%	9%	8%
35-44	14%	42%	25%
45-54	29%	4%	18%
55-64	26%	15%	22%
65-74	22%	6%	15%
75 or older	3%	0%	2%
Demographic data - Employment status	Round 1	Round 2	Total
Employed	66%	71%	65%
Education	0%	13%	6%
Not working	1%	7%	8%
Retired	33%	6%	20%

Response locations

Overall there was a satisfactory spread of location data across Harlow and the surrounding communities. However, this differed noticeably between the first consultation and the second with the former eliciting responses from nearby settlements and the peripheries of Harlow in comparison to the second consultation which returned responses predominantly within the Harlow town area.

Blue pins –
first consultation.
Green pins – second
consultation
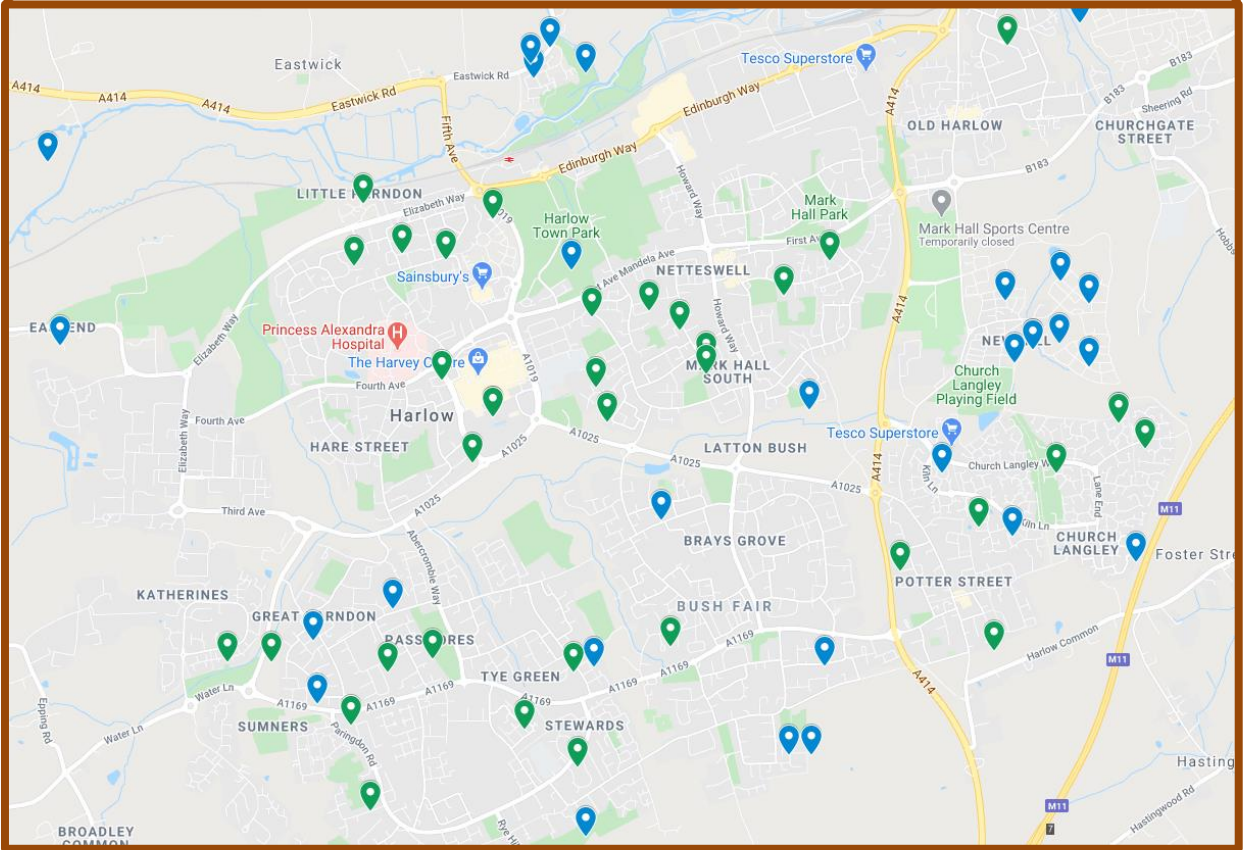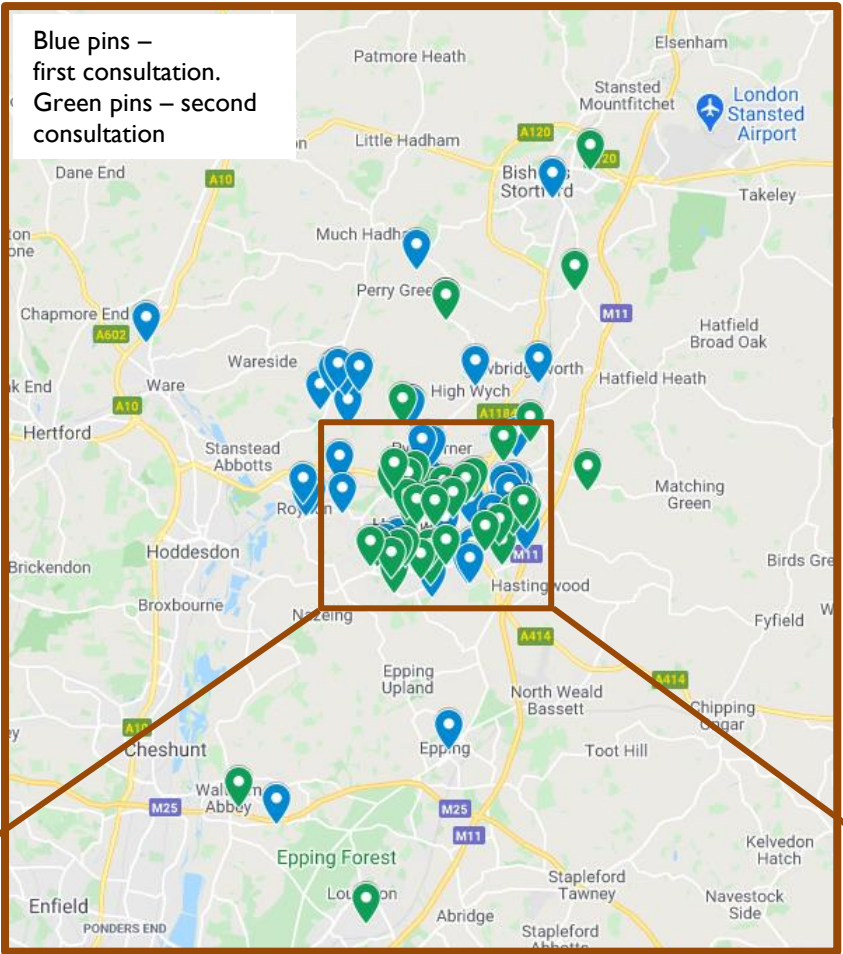
Objectives

The survey highlighted strong support for the Objectives as seen in the table below. There was overwhelming support for the mode shift targets and for supporting and encouraging a culture of active and sustainable travel. There was still majority support for the user hierarchy but this was not as clear as the other two objectives. However, as examined in the comments section below, this may well have been down to confusion and misunderstanding.

Objectives - Both rounds	Support	Don't know	Oppose
Objective 1 – 50% and 60% mode shift targets	58%	8%	34%
Objective 2 – User hierarchy	49%	10%	41%
Objective 3 – Supporting a culture of sustainable travel	79%	7%	15%

Actions

Similarly, to the Objectives, there was strong support for the Actions and again this was focused around active travel – Actions 3 and 5 – but the strongest support was with the action over public transport.

Actions - Both rounds	Support	Don't know	Oppose
Action 1 - Reducing the need to travel	66%	3%	31%
Action 2 - Making better use of existing infrastructure	76%	2%	21%
Action 3 - Supporting a culture of active & sustainable travel	84%	4%	12%
Action 4 - Sustainable Transport Corridors	78%	4%	18%
Action 5 - Supporting walking and cycling	81%	6%	13%
Action 6 - Public transport	89%	1%	10%
Action 7 - Road based travel	73%	7%	20%
Action 8 - Anticipating change	76%	13%	11%

Comments and feedback

The consultation allowed numerous opportunities for the wide range of stakeholder engaged to feed comments back. These comments were predominantly gathered through the survey but also at workshops and events. The second round of consultation, despite being smaller in scope, returned far more unique responses, in part due to the efficacy of the survey and social media.

All comments were inputted into a Comments Tracker and addressed individually. The key questions and comments, and how these have been addressed, have been summarised in the You Said, We Did document appended to the Transport Strategy.

It should be noted that received was feedback from the following respondents:

- Vectos on behalf of Places for People
- Hunsdon, Eastwick and Gilston Neighbourhood Plan Group
- CPRE Herts
- Roydon Parish Council
- Harlow College
- HDC and EFDC Youth Councils

Responses	Round 1	Round 2	Total
Unique comments	394	509	903

Responses

The following sections have consolidated all the comments received to draw out the key themes. Where comments were repeated almost verbatim, it has been noted and only one summary quote has been included. Quotes have only been edited insofar as to change spelling errors and should otherwise be accurately transcribed from the online and paper surveys. Where a significant amendment was made by the author of this report in a quote, corrective braces have been used, or left as is, followed by [sic].

This has aimed to provide as neutral a platform to present the feedback without bias. All respondents have been anonymised and have been treated equally. Some comments were broadly offering an observation or noting a point, and they have been included as useful background information. Where a comment offered a suggestion for additions or revisions to the Strategy, they have been included in RED text.

The below table outlines the frequent/key questions and comments and how they have been addressed.

Comment	Changes
Too long	Public facing summary section, consolidation, re-formatting
Too much jargon	Jargon reduced, glossary included, hover boxes included
More detail on:	
Accessibility, disability and inclusion	Included as a principle, incorporated throughout
Funding	Section on funding now included
Phasing	Section on phasing now included
Links with rural communities and villages	Greater detail on DRT, onward connections, links to recreational routes and electric bikes.
Justification of objectives and how they will be met	Expanded justification of Objective and how to achieve this
Impact of measures on networks and existing communities	Greater clarity of impact on network and benefits to existing communities
How people will change behaviours	Detail on behaviour change and measures that benefit communities and individuals
Current bus service/infrastructure improvements	Further detail on improvements to current bus provision
Rail service/infrastructure improvements	Further detail on improvements to current rail provision
Disincentives for driving/parking	Clarity on demand management measures and Parking Strategy

Overall comment

It was expressed a number of times that an overall transport Strategy including all modes of transport, public and private, is very welcome.

The plan for transformative growth in and around Harlow has been in public awareness for many years, and local residents have consistently raised the issue of travel infrastructure as something that needs to be addressed. Therefore, consultation responses unanimously called for proactive transport provision '*in sufficient time and at a sufficient level*' to support planned development and address existing barriers to reliable active and sustainable travel.

Consultation process

There were a number of comments regarding the consultation process, notably that the surgeries were predominantly geared towards HGGT, rather than the outlying villages and towns who would also be impacted by the proposed actions.

There was disappointment expressed around the level of community engagement, and the means of information dissemination. Respondents noted a lack of notices in shops and across the town, rather hearing about the sessions via word of mouth, on Facebook and through local charities. The on-line material prompted some to believe there was a lean towards younger residents, and others felt that the process didn't allow respondents to raise their concerns properly, and key messages were obscured by vague 'political jargon'. This only served to reiterate the feeling that, '*The proposals are clearly based on facilitating private housing developers - much of it really only of benefit residents in the new homes*.'

This has been noted and will help inform future consultation processes for the Garden Town and the relevant Local Authorities, where meaningful and constructive engagement will be a priority.

Strategy timing

A number of residents, notably HEGNPG, enquired why this proposal is coming at this time, dated January 2019 but only being consulted on 12 months later. There was a feeling that as a Strategy document is now too late, coming 12 months behind the main planning applications, and referencing other relatively old documents like the 2016 Anglia Corridor Study.

The transport initiatives are being proposed after major land use planning decisions permitting large releases of open countryside and Green Belt around Harlow have been approved, which was not for this consultation to address.

Maps and diagrams

A number of comments received noted that few detailed plans featured in the Strategy, instead just '*vague arrows on a drawing of the town*', which didn't allow them to understand how new plans will directly affect them.

Maps were criticised as being unclear – '*mixing high-level proposals in the text with specific propositions in the diagram*' and didn't have '*roads marked out*'. It was also deemed '*potentially misleading*', since it indicates that only some of the Gilston villages will need to deliver a Sustainable Transport Corridor, limited cycle provision and no links to the three Harlow area rail stations (for example '*a cycle link from Water Lane to Roydon and East of Harlow to Harlow Mill*').

A '*current situation diagram and a strategic transport diagram would be clearer and preferable*', which also addresses '*essential strategic requirements in new developments and the identification of current issues that development should seek to improve*' while '*setting '*the principles for future mobility across the wider area*'.

Similarly, the anecdotal evidence of high car modal share, etc. in the Challenges and Opportunities section '*should be integrated with a more complete presentation of the challenges faced today*' through '*strategic diagrams of current and expected future transport by all modes*'.

Policy context

A concern raised was that '*the plan appears to lack references to all updated national and regional transport policy*'. This could be further strengthened with further reference to HGGT's Vision as a significant component within '*the wider Strategy or plans for the whole of Essex/Herts particularly in relation to the A414 corridor*', and '*the M11 growth corridor*'.

Governance

It was acknowledged that the key challenges for the success of this Strategy and its ambitious targets will be getting funding in advance of developments and to ensure delivery across all local authorities and developers 'through adequate resources and long-term programmes'.

Respondents requested more clarity on the particular roles of developers and the transport authorities, noting that, 'some measures such as parking levies, town wide cycle hire schemes etc. can only be taken forward by the local authorities and County Councils'.

Recent transport projects that were apparently poorly delivered, caused significant disruption and took far too long were used to call for a competent delivery authority for HGGT. There is no fallback position outlined in the Strategy if the developers do not comply. The Garden Town Board have no means of enforcement as they are not a statutory planning authority or a 'development corporation' with significant powers. For some, a unified tier of transport planning for HGGT would be preferred to deliver the Strategy rather than provision by five different authorities, two whom plan transport and three of whom are responsible for land use planning. A valuable suggestion was for the Strategy to assess critical success factors, risks or alternative strategies, if for example the proposed bid for funding is not successful or if the owners of the site are resisting contributing to the infrastructure.

Respondents suggested that developers must provide a clear approach for the prioritisation of infrastructure and specific actions for the proactive promotion of sustainable travel at the point of outline applications. New developments should be required to link up to the wider network, in Harlow and beyond, and connect new key destinations with clear cycle and pedestrian priority networks plans, as part of the Parameter Plans and transport assessments. Similarly, '*funding towards sustainable modes should be a condition for all planning consents.*' A standard approach to transportation ('*vague commitments to bus provision, contributions towards off site cycle route whose deliverability is unconfirmed etc.*') should be discouraged in HGGT as it is '*clearly incompatible with the delivery of substantial sustainable transport infrastructure*'.

The Infrastructure Delivery Plan and viability assessments are the point of reference for more detailed and specific expectations from developers.

Costings

It was acknowledged that '*to achieve modal shift will take monitoring, significant resources and commitments for spending on walking and cycling infrastructure*'. As such, residents wanted a better understanding of the financial implications and funding priorities to demonstrate how this Strategy will be achieved. It was questioned whether '*the officer teams and budgets (will) be provided to ensure the Strategy is followed through over the long term?*'

Several respondents suggested ways of providing other income streams to support enhanced public transport investment and STCs, such as road user pricing, localised congestion charging, or reprioritised from road schemes. For example, '*how much better would it have been for funds to be directed towards sustainable travel instead [of the new M11 junction 7a (£71m)]. This junction can be expected to increase the amount of traffic in town... The highway spending seems completely at odds with the aspirations of the HGGT Transport Strategy.*' Additionally, '*research has suggested an average spend at local government of only £2 - £6 per person on active travel when Sustrans is calling for 5% of highways budgets, rising to 10%, to be for walking and cycling. This would equate to £17 - £34 per person or an annual budget for Harlow alone of £1.45 to £2.9 million. The sums not only increase people's choices; they... will also pay for themselves as improvements in personal health reduce demands on Health Services and improve Work productivity.*'

Land use planning

The impact of these plans on the landscape appeared a number of times in the responses to the survey, because it is perceived that the '*Gilston Villages sprawl across wide areas of Green Belt and in their location and layout do not lend themselves to being well served by efficient public transport routes*'. However, there is potential for '*the increased economic opportunity and potential of the town centre and other sites for improved use with the enhanced transport accessibility.*'

It was suggested this could be mitigated if there was '*a different form of land ownership for the Garden Town expansion*'. '*This would have encouraged brownfield land reuse, urban regeneration, place- making and reduced congestion and carbon emissions, would make the existing hospital site and town centre far better connected for public transport use increasing options to flexibly redevelop existing car parking and for the hospital to remain in its current central location*'. Therefore, '*Land use planning and sustainable transport must be integrated and planned together*'.

There is fear the proposal, '*destroys Harlow's green belt, drives wedges across green spaces in the town, destroys allotments*'. There are '*concerns about the N-S transport corridor using the green wedge as a route. This needs careful thought and execution and must not have any car use or other developments.*' However, constructive feedback included the suggestion to '*Protect pedestrians from air pollution by planting hedgerows between pavements and busy roads*', '*Include pocket parks in as many locations as possible that include trees*', '*plant low level bee friendly plants and mow minimally*' on roundabouts, and '*plant wildflowers*', '*low level hedges, or flowerbeds with bee friendly planting*' on verges.

Geography

For some, it was felt that '*the proposal is very short-sighted for Harlow only and nowhere else*', it '*fails to view the town in the context of its surrounding environment, population and infrastructure.*' This sense of limited relevance to communities outside the bounds of the Garden Town was repeated again and again. '*You seem to present Harlow & Gilston Town as a self sufficient area with no need to consider its impact on the surrounding area.*'

The Strategy was deemed to have a '*Total ignorance of villages like Nazeing, Sheering & Roydon*', and '*only passing reference to links to neighbouring settlements such as Epping (tube station).*' There are '*No transport proposals to travel north of HGGT and proposed villages. People will also want to travel to Bishop's Stortford and surrounding villages.*' A repeated concern is that '*Living in Hunsdon you have to travel by car as the buses are practically non-existent*', '*and the rural roads are used as rat-runs.*'

The Strategy must address this lack of a sense of ownership of the plans: '*You may have created an idyllic travel plan within your garden city, but you certainly have not considered any issues at all once they leave the confines of Harlow and Gilston Town*!' '*There has to be a Strategy that looks at mitigating the impact of the existing non-Harlow generated traffic as well. Harlow is not an island!!!*'

Therefore '*the focus needs to be on transport links across all areas of the Town and to surrounding towns.*' '*Drawing a red line around the Garden Town is restricting the Strategy to policy guidance on new development only.*' Additionally, the wider impact on Harlow could be mitigated if the Strategy did '*extend ideas and options to the travel to/from Harlow area to reduce peak traffic inflows and outflows.*'

From the extensive feedback received, it seems necessary to '*include a comprehensive approach for the existing villages surrounding the main urban area of Harlow and to put forward proposals to improve the modal share of these communities.*' Additionally, it is important to mention key trip attractors such as Stansted, which is '*expanding as an airport serving London but with almost no transport improvements*', and '*important features within Harlow e.g. SSSI at Eastwick*', and '*Access to Harlowbury Chapel.*'

Challenges and opportunities

Many of the comments received were along the lines of the following: '*Be realistic and… recognise that there is a significant proportion of journeys which will always be made by car, as no sensible public transport alternative exists.*' Therefore, the following section has grouped comments related to barriers to walking, cycling and sustainable transport according to travel patterns and demographics. This might help the Strategy tailor itself to the existing context and address the challenges we are likely to face with regards to behaviour change.

Specifically, '*text referring to 'trials' (2.14), potential for Mobility as a Service, walking for health appears to imply that these are mere desirables, rather than essential for daily movement. The whole section should be strengthened.*'

Commuting

Some respondents felt the Strategy '*fail[ed] to address the very real requirements for people to get to work, with a poor infrastructure being in place.*' '*It doesn't address or incorporate measures to accommodate the massive influx of commuters in the mornings or their exit in the evenings.*' Again this '*daily challenge*' is because, '*Unreliable public transport makes it impossible to get to the station at a time for me to get the morning train into work and the evening train home*', and is '*impractical for child care and quality of life.*'

The Strategy needs to include '*Support by survey data on how people will travel to work.*' Particularly since '*The DWP requires job searchers to travel 90 mins to a place of work.*' Additionally, echoing the proposed transport hierarchy, '*this will only work if business allows people to work from home or remotely. the knock-on effect… would be the smaller need for larger office space in the town.*'

Elderly/mobility impaired

Some respondents felt the Strategy '*does not meet the need of our ageing population.*' The '*ageing demographic needs better connectivity to key parts of the town*'

Public transport is key to providing for people with mobility restrictions, including designing them with '*no high steps*': '*The bus service is a vital resource for the elderly.*' Buses can also provide additional connection with other people: '*There is a community bus from Churchgate street which provides real fellowship for those who use it - an added bonus that is so important for the elderly.*' It was also noted that, '*Better road transport is needed in order to support those with caring requirements who have a need to make multiple journeys in one day.*'

The Strategy needs to make it clear that it understands that '*many individuals face physical constraints on their capacity to use such active modes.*' '*The elderly generation do not cycle & walk long distances. By significantly reducing available parking you will reduce their access to shops etc. They will be "driven" to surrounding communities which remain car friendly. Another "nail" in the High St.*' As such, how do we cater generously for those that '*rely heavily on public transport, have walkers, also lots of mobile scooters are used.*' Additionally, '*Many elderly people do not own expensive mobile phones, so 'apps' are of no use.*' It is an imperative that HGGT is '*providing for the increasingly elderly population and for disabled people to travel within the town who cannot physically use public transport or cycle or afford taxis.*' One suggestion was for '*Special facilities and exceptions /permits for disabled commuters.*'

Shopping

'*Apart from residents needing to travel out of town it seems that most people travel to Harlow for the hospital, the leisure centre, but mostly shopping.*' Therefore, it's important to '*Invest in Harlow's local shopping facilities and promote them as convenient local choices.*'

However, a common concern raised was that '*There has been no obvious consideration for what will replace the car to do the weekly supermarket shop when several heavy bags of shopping need to be transported to home with as little extra effort and cost as possible (bus or taxi would not be an attractive option)*', '*People can't carry a*

weekly shop or anything other than light items on public transport and taxis, paying for delivery is costly.' Similarly,' *Cycling and walking is not so appropriate for shopping and the buses don't go around the shops.*' HGGT must prioritise social equity, and therefore identify if there will be '*assistance for people shopping at the major supermarkets with heavy bags full of shopping, to and from the buses?*'

School

A number of questions were raised along the lines of: '*How will you prevent parents from running their children to school in a car? School allocations are not necessarily made with transport for the children in mind*', School runs were deemed '*a major cause of bottle-necks and especially when the weather is bad.*' In response, suggestions included '*School bus routes*', and '*Get school runs off the road and make them accessible for walking/cycling or provide suitable safe transport.*'

The delivery of school is particularly critical since '*families will need to travel outside the area to secondary schools until more schools are built later in the development phase.*' It was noted that there are '*already oversubscribed schools in Sawbridgeworth and Bishops Stortford and the villages.*'

Leisure

Since '*the town is not just about people getting to work or visiting the shops*', it is important the Strategy addresses leisure travel. For some, '*Most… leisure is London based*', but others, it will be encouraged more locally. HGGT could learn from the existing '*Community Transport bus*', however on occasion, '*it costs £8 return journey which added to my exercise fee is too expensive.*'

Servicing/deliveries

'*There are numerous people who travel for their employment and need a van or car to transport their goods e.g. Builders, engineers, visiting Salespersons, health professionals etc.*' Some respondents felt that the Strategy had '*little regard to deliveries and increasing road usage by van and lorries.*' Since '*this had multiplied in recent years and continues to expand*', and '*home delivery by supermarkets involves a much greater journey length in a larger and more polluting vehicle (probably diesel)*', this must be addressed in the Strategy.

Hospital

Pertinent questions regarding essential travel to the hospital and medical centres must be addressed. For example: '*Will you be making the elderly and the ill ride bicycles to the hospital?*' And '*With 3,500 staff and 100,000 patients a year how does locating the hospital to a less well connected site on the eastern fringe of town accord with the transport hierarchy and reduce the need to travel? How does it reduce carbon emissions or help staff and visitors to easily reach the hospital?*' '*The positioning of the new hospital means there will be many more journeys by public transport and or cars.*'

Objectives

The Transport Strategy Objectives

Nearly 80% of people would like more support and encouragement for active and sustainable travel – the most supported objective.

49% of respondents agree with prioritising the transport hierarchy – the least supported objective.
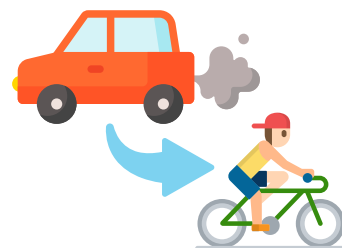
Over half support the 50% and 60% modal shift targets.

The aims and objectives were largely perceived as admirable and positive – '*A good set of objectives*'.

A couple of people indicated that '*the hierarchy should start with public transport*', particularly in terms of the '*older population*'.

However, despite the Strategy containing '*promising aspirations on sustainable travel*', it was apparently '*short on solutions that will deliver aims*' and needs '*significantly more detail*'. A common theme emerged, with respondents saying the Strategy '*Sounds like a fairy tale*', '*sounds like an unobtainable utopia*', '*an unrealistic solution*', '*too far reaching*', '*admirable in theory*', '*not a solution that will work in practice*' and a '*wish list without any firm evidence to suggest that what is being proposed is at all possible*': '*Of course these are all supported - but how? Nothing in the Strategy. No policies. No money. No teeth.*' If this is true, then it poses the risk that people will '*fall back on car-based travel*'.

This shows that the Transport Strategy needs to be more convincing in its evidence base, so that we can expel doubt in whether these are practical solutions to the problems at hand ('*can it be achieved? Probably not!*'). We need to '*provide real achievable solutions*' that present an '*evaluation of options and environmental impacts*' that are '*carefully prioritised*' and supported by '*information on how this will be achieved*' to ensure these targets don't appear as a '*naïve assumption*'.

The structure of the Objectives was also questioned with comments (particularly from Officers) that '*a simple and defined single objective would make communication easier*'. Having a single Objective that everything else hung off was considered more effective and this could be supported by Principles that supported the achievement of this Objective.

Targets

On a similar vein, the response to the Strategy Targets were largely deemed '*unrealistic although laudable*'. A number of concerns and questions were raised around the sustainable mode share targets, since it '*doesn't account for people travelling to and from the villages for work or servicing and deliveries*', '*for people moving outside of the developments into the surrounding areas*' or what happens '*either side*' of travelling through the town. For some, this ambition is not ambitious enough:

Page 104

'This is a very low figure for people travelling within the villages, given they should be extremely sustainable places to live. For example, local shops, schools and health should all be within walking or cycling distance. This means that 40% of people will still need to travel by car for access to key services. That could be over 10,000 car trips being made within peak times.'

For others, the targets *'might be achievable for journeys within the bounds of the villages on a warm sunny day'*, but other than that are unattainable. Therefore *'targets need to be made compulsory rather than an ambition'*, since there will always be a desire for *'individual forms of transport and the Policy does not take that fully into account'*.

It was noted that the targets are not the same as the TCPA's in their *'Garden City Standards for the 21st Century – Practical Guides for Creating Successful New Communities – Guide 3 – Design and Masterplanning' – 'A Garden City's design must enable at least 50% of trips originating in the Garden City to be made by non-car means, with a goal to increase this over time to at least 60%.'* There is a need for an explanation of *'the origins of the targets and how the Strategy seeks to achieve those targets in a holistic and town wide way.'*

A number of comments questioned *'what happens if people don't meet the 60% target'* and the fact that *'this cannot be done overnight - it will take generations to carry out the change that is being predicted.'* As such, the Strategy should show that it will *'cater for a progressive change'* through *'intermediary targets'*, and *'with plans in place to deal with the interim lower levels'*. There were calls for *'a study… to show what will happen to the traffic if only 30%, 40% and 50% is achieved'*, and *'how the existing roads will be able to cope with the extra traffic from new housing developments'* in the meantime. *'Data is needed to support either the model shift or proposed projections.'*

'The implementation of this Strategy should be closely monitored and adapted in the light of experience.' For example, it was noted that, *'Places for People has made commitments to 'monitor the effectiveness of the Travel Plan and provide additional funding if the Garden Town target of 60% of travel by sustainable modes is not achieved'* and *'to liaise with local communities over the impact of the proposals and to provide an Unforeseen Impact Fund to address and issues identified".* Residents want all applicants to make the same commitment. Respondents questioned, *'are the best technologies being chosen that will most likely achieve modal shift?'* and *'what other incentives or measures can be employed to achieve the targets?'*

Action plan

With reference to the Action Plan, there was a hope that it would be more detailed, offering *'a clear comprehensive approach for movement in the HGGT'*. Additionally, there was a suggestion that *'some actions, currently presented as simple aspirations (e.g. Para 4.4 a), b) and c)), could be moved to 'Objectives' and replaced with more detailed actions or requirements.'*. Other comments, however, noted that *'the actions should be condensed and reformatted as there is too much crossover'*.

Almost 90% of respondents want better public transport – the most supported measure.

66% think the need to travel should be reduced – the least supported measure.

Over 80% of people support walking and cycling improvements.

Action 1 – Reducing the Need to Travel

Employment

It was observed that a '*joined up Strategy on employment*' is required '*to ensure transport is minimised*' by integrating employment into the developments, otherwise there is a danger the developments become '*dormitory towns for commuters travelling in to central London*'; people will 'com*mute to London or need to drive outside the area in order to access employment.*' One respondent claimed, '*There does not appear to be anything in the Policy or in the recent applications for Gilston Garden Villages that will reduce the need to travel. No industrial or commercial estates being proposed and nothing that will provide additional local jobs*.'

Therefore, the Strategy should be 'clea*rer on the range of desirable changes in new and old communities in addition to fast internet connectivity (so things like business support facilities, shared meeting rooms, flexible rooms within houses to be used as live-work spaces, etc.) and, in consequence, what developers are expected to deliver.*' This would help answer the question on whether there is, '*any indicative expectation of what percentage of flexible working should take place in new communities.*'

Community

A number of comments around this action were summarised by the following: '*Many of today's concerns over mental and physical health can be related to 'isolationism', so 'reducing the need to travel' would only exacerbate those problems. Society is built on the ability to interact with others*.' Here, a reliance on walking, cycling and public transport was seen to be limiting mobility rather than improving it: people '*do not want to be isolated as they rely on walking and cycling.*' '*To prevent loneliness and isolation a great number of elderly people rely on buses, taxis and car-share to get to and from various clubs/shopping etc, so here again your proposed action does not tell us what can be expected.*' A clarity of this definition is therefore required to assuage these fears. '*We need to improve mobility not limit it.*'

Action 2 – Making better use of existing infrastructure

Comments regarding challenges posed by existing infrastructure to travelling by active and sustainable means have been addressed under other Actions that are mode specific.

The HGGT has committed to support actions to make better use of existing infrastructure, and, it was noted that communication is key to this, '*so that visitors as well as residents can know how to get around*

easily.' This includes up to date '*bus stop signage*', '*a website that has all the travel information in one place rather than having to google busses, cycle routes, walking routes separately*', and '*leaflets too for those who don't use smart phones (not just the elderly)*'.

Action 3 – Supporting and encouraging a culture of active and sustainable travel

The HGGT has committed to support and actively encourage a culture of multi-modal mobility where people are inspired and motivated to travel actively and sustainably. There was concern this '*social engineering*' will, '*"force" people to use public transport/cycles/walking.*' Such an approach was deemed '*Stalinist to say the least*' by one contributor. However, others accepted that '*cultural change is hard*', '*this addiction with car use has to be broken*' and '*business and people's mindsets need to change to fit this*'. Hopefully as a result, '*this would encourage a healthier lifestyle.*'

Suggestions for addressing this included the proposal to '*get people out of their cars for short journeys i.e. school runs, local shopping runs, and work runs.*' Similarly, another appealed to '*include demand management measures, including discouraging short trips by car (for example making journeys to school very short by sustainable modes and longer and convoluted by car) while recognising the rights of existing residents.*' To be successful, '*it should be made clear that Travel Planning should be implemented for existing as well as new communities (e.g. 4.4 k).*' This is reliant on the requirement for '*good alternatives to car in advance/in parallel with new developments to make it easier for people to change*', as well as an attractive town centre '*for people to move to and work in*', and '*affordable housing and a place with activities and things to do in evenings.*'

Action 4 – Sustainable Transport Corridors

Gilston Villages

Respondents requested that '*expectations for sustainable transport corridors in new development should be clearly set out, as these are at present an elusive concept.*' '*the expectation for the Gilston 'ring road' (a sustainable transport corridor? - a car route with additional cycle lanes?) and for sustainable connections between Gilston and Harlow should be very clear. The HGGT will be aware that the Gilston main spine road has been presented as a 30-50mph multi-lane partially dualled road: hardly compatible with the concept of a sustainable corridor and an integral part of the villages. The spine road serving the new development should clearly prioritise sustainable transport modes and discourage car use: if designed as a (even landscaped) ring road, it will achieve just the opposite. (There will also need to be facilities to maintain the access to existing residents).*' This was further reiterated in other comments: '*the northern 'circuitous loop' around Gilston Villages 3 and 4 does not provide convenient or effective public transport but by its nature promotes car dependency*', and there is, '*no need for a large road to be built through an existing village and nature reserve*'.

Regarding the construction of the STCs, there is '*concern of the new route being diverted through Village 7 and all the traffic which will go with it. It will be detrimental to the village of Hunsdon. The skips and container lorries, the pollution - do you really want all this going through the new town.*' Additionally, '*The roadway through Gilston to the proposed second crossing is not Dual Carriageway meaning HGVs will be directed through the village of Gilston.*'

Harlow

The design of the STCs came under criticism, since one respondent believe the '*N S E W routes [are] fundamentally flawed: it focuses congestion towards the centre in the mornings to 4 exit points in the evenings and thus will suffer most of the faults and flaws of the current and past systems.*' Instead, '*A motorway standard ring road with at least 4 park and rides… would effectively solve these problems and enable the NSEW corridors to function without being overloaded.*'

A range of ideas were put forward as to what the STCs could offer. One included, '*public fleet of all electric mini-buses (on major routes) and shared electric taxis*', '*instead of traditional sized buses.*' This would apparently provide '*economy of scale*', a '*more frequent/convenient system*' and would be '*cheaper to run than diesel*'. This could '*within a carbon free community zone covering the centre of town to provide a door to door service for the price of a bus fare.*' Additionally, '*Shuttles from the station to neighbourhoods linking to train arrivals must be considered.*'

Alternatively, a tram or light rail was proposed because it '*has a proven record of changing travel behaviour with a greater propensity to attract car users and achieve modal change.*' They are perceived to be '*clean and efficient and part of the wider regeneration.*' They have potential to '*deliver more successful enhancement of the public realm*', '*result in the best air quality and quietest form of public transport*', and '*can realise greater long-term capacity to meet future demand.*' Interestingly, light rail is being considered as an option '*east west across the County of Hertfordshire as part of the A414 corridor Strategy work which could potentially link all the way to Harlow.*' The Strategy should state a position on whether the STCs will be '*tramways which take people through the centre of town and round the hatches and connect them to the new towns being created on the northern side of Harlow*' or will be designed '*for future adaptability to light rail / tram.*'

See Action 5 and 6 for further comments on walking, cycling and public transport.

Action 5 – Supporting Walking and Cycling

It was acknowledged by several people that '*Harlow has a large cycle network already although it is still underutilised.*' A number of these reasons are expanded upon below, such as safety, maintenance, weather, and facilities. Many of these are in HGGT's scope to influence, as '*the cycle network needs remedial investment*' and '*a fundamental rethink of the council's attitude towards cyclists.*' Other elements are a matter of personal perception since some said the '*shops in Harlow are far to ride*', '*I do not have time to cycle or walk*', while others said ,'*Living within the Harlow boundary I can walk to more or less any destination*.'

> '*Walking and cycling routes should be encouraged, this will reduce emissions and exposure to highly polluted areas, reduce congestion and make travel using public transport more accessible & convenient.*'

Safety

In terms of safety, Harlow's existing '*cycle ways are perceived as unsafe*'. More than one commentator claimed, '*people are attacked robbed and stabbed on these routes and although such instances are few the public's behaviour is strongly affected.*' '*Residents are worried about safety, lack of police on the streets*', therefore, '*more effective policing would help this, ensuring that there are PCSOs on the streets.*'

However, safety goes beyond just antisocial behaviour, into the quality of infrastructure: in Harlow, '*the lanes are unlit*', and there are, '*raised paving stones*', '*underpasses*' and a lack of '*street lighting or other safety provisions.*'

As such, it seems, '*the cycle networks in Harlow are in dire need of an upgrade*'. HGGT needs to, '*Prioritise walking and cycling (segregated cycle lanes) and people will walk/cycle if they can do it in an environment that feels pleasant and safe.*' To this end, a number of suggestions have arisen about the type of infrastructure needed to ensure there is a perception of safety and comfort: '*ensure that every development has segregated, Dutch style cycle routes included & paid for by the developer, at point of build*', '*walking and cycling should be prioritised over car use*', '*ensure that each school has Street for Schools approach*', add '*zebra crossings on the B183*', and remove '*striped brickwork round roundabouts and triangle islands at junctions*', '*minimise road signs and railings*', improve '*connectivity, the surfaces, the visibility of users and security using CCTV*', and consider "*quietways' which are relatively low cost and simple provisions. These can provide safe and attractive corridors away from heavy traffic*

which benefit from better air quality, reduced noise and disturbance from traffic.' In addition, there was a request for '*regular compulsory safety checks for tyres, efficient lights, brakes etc.'*

Maintenance

Regarding maintenance, 'Harlow's *cycle network is excellent but fails in many respects through historic lack of investment and neglect.'* '*Some bike routes are very good, other routes have significant gaps such as Newhall to Old Harlow.'* According to local residents, '*cycle paths are infrequently cleaned, and the rest of the time are covered in mud, branches, slippery leaves and broken glass'*, '*some are in an absolutely appalling state with potholes'*, '*subways… [are] completely flooded due to blocked drains for most of the winter'*, '*some cycle routes are broken up by roads'*. This demands an answer to the question of, '*If you expect people to walk will the footpaths be repaired?'*

Weather

Weather was raised as a major barrier to achieving the targets. Since, '*the UK is prone to poor weather, that's why residents of Harlow, already blessed with good cycle ways, don't use them more.'* Making sure walking and cycling is attractive all year round is important, otherwise it will be true that '*the weather and winters simply won't permit it.'* HGGT must '*Give people an incentive to use existing and new sustainable routes.'*

Cycle Parking

Unfortunately, across Harlow, many locations have inadequate cycle parking: '*There are no such facilities outside the community centre, doctor surgery or pub.'* A key location identified a number of times as lacking sufficient facilities is Harlow Town Station. Here, '*the cycle facilities are very good, but not enough space.'*

A lack of adequate cycle parking has a number of issues: '*bikes are getting stolen every day'* and '*leaving a bike out in the rain drastically increases the amount of maintenance required and it's unpleasant to arrive at a water-soaked seat'*. Similarly, '*Many locations for cycle parking only have bars that allow the rear wheel only to be locked. Modern bikes have quick release wheels, allowing the rest of the bike to be stolen. Properly waist-height bars are not ubiquitous.'*

Therefore, HGGT needs, '*many more SECURE bicycle parking facilities in all shopping and transport interchange centres around the town.'* For example, '*If 20 car spaces in the undercover part of the Water Gardens were converted to cycle parking, it would be amazing.'* Workplaces should also be encouraged to consider '*adding showers and changing facilities'*.

Stort Valley

A number of responses related to walking and cycling in the Stort Valley, '*particularly a further cycle/pedestrian bridge over the Stort near Briggins Park to give direct access to West Harlow and the Pinnacles employment area'*, and the '*two different routes proposed from village 7 to Roydon Station, one through Briggins Estate Golf Club and one which is actually the towpath on the Stort River and which may form part of the proposed Stansted – Harlow – Lea Valley Cycle corridor.'*

Issues and complexities were flagged here including, '*issues regarding access at Roydon Station'*, '*a low clearance railway bridge which abuts the flood plain'*, '*there is often flooding here and the route made impassable'*, '*lighting and… bridge issues'*, '*widening the towpath from 1 metre to 2.5 metres is not supported by the Herts and Middlesex Wildlife Trust because of its impact on biodiversity'*, and proposals '*would encroach on the SSSI of Hunsdon Mead which is contrary to Policy NE1 of the East Herts District Plan.'* Therefore, '*The environmental impact of this work needs to be considered in detail'*.

Additional Links

There were requests for additional links to be provided as part of these proposals. Firstly, '*a proper fit for purpose dedicated cycle highway running alongside the A1184 from Harlow into Sawbridgeworth and through to Bishop's Stortford - this may involve narrowing the road to vehicles so that cyclists get enough space*', and a '*cycle way from Sawbridgeworth through High Wych to the Gilston villages.*'

Action 6 – Public Transport

'*People are wedded to their cars because public transport is generally dire and unappealing and no quicker to move around town. There has to be an advantage to using sustainable transport methods.*' There was a unanimous feeling that Harlow presently offers '*a lack of suitable alternative and frequent, reliable public transport*': '*public transport is hopeless, unreliable and expensive compared to taking a car.*' Therefore, the public transport infrastructure has to be amended to accommodate this.

Buses

There was a lot of discontentment expressed around buses in Harlow. Apparently, '*the bus service is beyond appalling: it's extremely expensive, infrequent, not integrated with train times, and frequent unannounced cancellations*', '*limited out of the working day and are really only useful to travel to the centre*', '*some bus routes don't exist, others take far too long and are too costly especially for a whole family.*' Suggestions include, '*a more extensive route list, cheaper fares and a London style frequency*', and '*a network that doesn't require changing buses at the town centre.*' '*Rapid, reliable, frequent and cheap public transport needs to be provided throughout the day and evening to the railway station and town centre, and also further afield.*' The following points draw out more detailed comments and suggestions around addressing these issues.

Convenience

It was commonly expressed that people want convenience in their mobility choices: '*I like to move from A to B at my pace & when I want to & not be governed by Public Transport timetables.*'

Availability/Choice

Availability of regular and reliable buses appears to be suboptimal, with, '*long waits on several occasions due to the buses being cut out*', and '*no service at all in the evenings.*' Residents claim they '*Would use the bus more if it was available.*'

Cost

Bus journeys are perceived as '*super expensive*': '*When it costs more to ride on a bus than it does to park in the town, why would anyone want to use public transport*' HGGT needs to address the fact that it's '*cheaper to drive and park in the town than to buy return tickets for a family of four.*'

Journey Time

A common concern is that residents, '*don't have the time to walk to a bus stop, wait for a bus, go round the houses… and then do it all again on the way back!*' Anecdotal examples offered in the comments showed that driving was much quicker than relying on buses.

Reliability

It was frequently noted that, '*Reliability is more important than journey time - you can adjust expectations on the first if you have the second.*' This was deemed '*most important*', and especially problematic for '*travelling to and from work*' and to the stations, including Epping tube station, with current '*waiting times varying considerably.*'

Destinations

A number of concerns were raised around how the Strategy applies to those living in rural areas around Harlow, where presently, '*you can get nowhere without the car.*' '*Perhaps within the town centre, with a good public transport system, it might be possible to reduce car use but in a rural environment it is simply not practical*', '*a car is essential for day to day existence.*' This is because of stated impracticalities, safety, time and lack of service provision. Respondents felt that the Strategy '*didn't address the real challenges faced by rural commuters getting to work*', and there are often significant distances to reach the transport interchanges or bus stops.

The revised Strategy must address the perception that '*surrounding villages which are not currently supported by Public Transport appear to have been omitted & will continue to be 100% reliant upon cars.*' Additionally, it needs to commit to routes that go to where people need to get to without multiple changes. One resident commented that they, '*found the buses good and frequent - but didn't go to the hospital or to supermarkets or along Edinburgh Way and I struggled to walk from the bus routes to any of these places.*' The following destinations were suggested as routes for direct bus services to go to:

- Edinburgh way and they '*myriad of businesses there as well as people living there*';
- Out of town retail parks;
- Harlow edge of town shopping
- Newhall;
- The new hospital out by the new M11 junction;
- Outlying villages;
- Other important nearby towns like Hunsdon, Cheshunt. Stanstead Abbotts, Ware and Hertford to the west, and High Wych, Bishop's Stortford, and Sawbridgeworth to the east;
- Newhall to Epping station or the high street;
- Between Roydon and Hoddesdon or Hertford;
- Church Langley to Epping tube station;
- Covering Terlings park towards Sawbridgeworth.
- A circular public transport route to connect all sides of the town
- Gilston should be covered with a bus stop and train infrastructure

It is important we take these on board, and '*prioritise all areas having access to a decent reliable public bus service that will take people to Epping underground station, Harlow Mill and Harlow town stations and to Bishops Stortford without having to make a journey into the town centre.*'

Attractiveness

In addition, '*Buses or other modes of transport need to be clean, modern and cost effective for people to use them.*' The attractiveness of the bus provision can be addressed through enhancing the following: '*Bus stops and shelters for those getting the bus*', '*street lighting*', '*new busses should be electric not smelly diesel*', and '*we need to have a more attractive place to arrive in Harlow than the tradesman's entrance which is the current bus station in Terminus Street.*'

Delivery

Residents are concerned that local track record of bus provision has been problematic: '*No bus service to speak of. All cancelled.*' Concern about consistency in approach was also evident: '*Bus lanes have been used in Harlow in numerous places, and then removed as again...*', while '*Bus services are being cut all over this area.*' '*Despite promises of a dedicated bus route, residents of New Hall in Harlow, for example, are still waiting for one*' '*locking me into using the car for longer journey*'. There are '*no guarantees about future bus services… after 25 years there is still no bus service to parts of the town.*' The Strategy must therefore have a clear position on delivery and ability to action the promises it sets out. This has reiterated the point that these improvements '*need to be in place from start.*'

A number of comments were concerned that the Strategy offered, '*no clear plans who will put the buses on the road.*' As such, '*More explicit reference to what it is expected of new development would be welcome. For example: 'Action 6 – Para 4.10 c) could be expanded to refer to 'frequent, efficient high quality public transport'', and 'Action 6 – Para 4.10 m) seems to suggest that only demand responsive transport will be required in new communities.*' More clarity in the Strategy might answer questions about timings and cost, as it '*should be factored in as early as possible*'. However, residents had concerns that '*There is no funding stream for additional public transport and no pathway or plan towards this*', particularly since, '*public funding of buses will be essential to cover less popular areas.*' Respondents wanted to know '*what New Hall and Gilden Way developments are offering as contributions to achieve modal shift*'.

Park and Ride

It was noted that '*there is no apparent provision for car drivers when they reach the town boundary, there should be parking at the ends of the travel routes.*' Since, '*Park and ride schemes are run very successfully and are popular in other urban towns*', and '*with the new hospital going by junction 7a, we need to get people using public transport to access the facilities.*' Suggestions included '*a subsidised park and ride site on that junction with at least one other on the North West side of town, with fully supported electric vehicle recharging*', '*a park and ride facility in the vicinity of Latton Priory / Hastingwood roundabout which could reduce congestion into Epping/Harlow Town Centre - and possibly to new hospital*', and '*a ring road with massive park and ride at points of entry i.e. Eastwick Harlow Town Station,. J7a and Harlow Mill, J7 M11 A414, and Water Lane.*'

Respondents see this being the catalyst to, '*enable NS EW public transport/ bicycle and residential traffic to flow within the town, stop commuter car traffic entirely, facilitate cycling and reduce both congestion and pollution.*'

Rail

As with comments on buses, trains were perceived to be '*not frequent and super expensive.*' The current provision is seen to be over capacity already – '*The train station is bursting at the moment. No seats available on the trains at peak time. How is this going to improve with 10,000 properties being built?*' Therefore, '*Expanded passenger capacity and frequency should also be explored and any specific requirements confirmed.*' This was a particular concern for the '*Stansted Airport to London line*', particularly since there is '*no end date of when new rolling stock will be delivered onto the Stansted Airport to London line.*'

Respondents felt that '*Network Rail appear to have had limited engagement with the Strategy*', and '*A frank conversation with Greater Anglia must be a high priority so that this… can be scrutinised for its viability.*' A series of questions remain unanswered by the current Strategy, including: '*capacity for additional commuters*', '*Longer trains - how will these work on short platforms?*', '*Why not Cross Rail to Harlow and Bishops Stortford?*', and '*4 tracking rail, to Broxbourne Only? Land is unavailable to increase this beyond Broxbourne.*' A number of comments appealed for an '*extension of central line (TfL) to Harlow south where no train stations are located*', or to '*Harlow town station.*'

A few comments refer to train stations as valuable, and poorly served, transport interchanges: '*Harlow Town Station and its interchange has problems*', '*Harlow Mill Station seems ignored as a stop on a massively valuable transport system*', it '*is suboptimal and not maintained*', and ultimately, '*Cycle parking and improved accessibility by sustainable modes (so new cycle lanes to stations) should be clearly required at all three stations.*' This will address the fact that '*many [Harlow residents] work in London daily and spending two hours getting a bus to/from the station is just not practical.*' As an interchange, the station '*needs safer and bigger bicycle parking*', and it is worth noting that '*the top floor of the car park is allocated to surrounding businesses and not available for use of commuters.*' Additionally, there was the proposal for a '*STC linking up with the London to Cambridge line.*

Existing stations could be made more accessible by developing more attractive routes to them and for Harlow Town Station and Harlow Mill Stations to have north side pedestrian access which they do not at present.'

On that note, the Strategy included '*very little about the North entrance to Harlow Town train station.'* '*Harlow train station needs another entrance and exit route for the development',* and this would, '*make a massive difference to the new villages and Terlings Park residents',* and '*address the safety issues of the current pedestrian routes around Gilston.'*

A number of comments were received regarding Roydon Station specifically and the infrastructure around it: '*The junction of the rail line with the B181 (at Roydon Station) is extremely busy with over 5000 vehicle movements a day… At peak times the village is currently dealing with severe traffic issues, primarily because the crossing is closed so often, and this proposal would increase safety concerns at the level crossing (when combined with traffic using the marina entrance). The feasibility of this proposed cycle crossing point requires more detailed analysis.'* The Strategy was deemed to '*put Roydon village in the direct path of drivers seeking a short cut. How will this be monitored and what will be put in place to prevent this from happening?'* There was a request for a '*safe crossing point across Roydon Road featuring raised tables and material treatment to encourage motorists to slow down and give way to cyclists.'* This is important because '*Commuters from village 7 and beyond will require a regular train service or will revert to using their cars and travelling to better serviced stations.'* However, '*The Stort Valley's green infrastructure is recognised as being of ecological and strategic importance and that improvements are necessary to strengthen its quality. Routes to connect Village 7 to Roydon are at odds with this statement in the local Plan.'*

Action 7 – Infrastructure for road-based travel

Action 7 provoked a whole spectrum of responses – everything from: '*No more new roads for cars, any new roads built soon become gridlocked',* and '*zero need for a large duel carriageway to be build through an existing village, dangerously close to current dwellings',* to '*Stop seeing the car as the enemy and work to improve traffic flow through the town for all.'*

Those supportive of restricting road-based travel offered comment on the basis that '*Harlow is already gridlocked now',* '*The area is already hugely congested, highly polluted',* '*The current traffic situation around Harlow, Sawbridgeworth and Bishops Stortford is at maximum capacity and surely near to breaking point',* and '*the narrow roads can't accommodate any more traffic.'* As such, the Strategy, '*should not be encouraging major roads but incorporating sustainable travel through walking and cycling and promoting our green environment',* as, '*Delivery of limited highway infrastructure won't meet the suggestions in this report.'* A proposal for new roads potentially, '*does little to solve, indeed will make traffic congestion even worse.'*

On the other hand, '*unless you improve the existing road system, you will have a situation where the existing roads will not be able to cope with the increase in traffic from the new developments.'* These suggestions included the '*need to consider, and improve, the design of the existing road system so that it can at least cope with current traffic levels before you embark on your 'blue sky' journey changing ideas that will not happen immediately',* and '*ensure the roads can cope with a reasonable level of additional traffic that is commensurate with the volume of new housing.'*

Doubt was cast on the ability to deal with Harlow's roads since, '*Harlow has been subjected to major roadworks for years, creating dual carriageways within the town and industrial areas, but every access point is single carriageway causing major delays.'* Similarly, '*The Edinburgh Way road widening has taken years and still not completed.'* Subsequently, view included: '*Traffic is caused from shoddy work to the roads therefore creating roadworks therefore creating traffic… Complete the improvements to the infrastructure first and build the houses second not*

Page 113

the other way around.' Assurance needs to be provided to the question of: 'Will the new 'corridors' prove a non-stop nightmare with roadworks everywhere?' and will measures 'be taken to ensure that adverse impacts from traffic and road infrastructure on the existing communities will be negligible in terms of safety, speed, pollution and local character?'

Suggestions were offered regarding roads during the construction period: 'New vehicular access arrangements should limit additional traffic on existing road and lanes and retain convenient access for existing residents and activities', 'developers should demonstrate that there will be no increase in the volume of heavy vehicle movement through existing communities', and ' a Construction Management Plan to be prepared to limit the impact of construction traffic with agreement with the community.'

The following comments have been collated as route or area specific feedback.

A414

It was observed that 'The A414 cannot cope on its approach to Harlow, from any direction', and 'Offshoot roads off this main road are already under pressure as rat runs and the new housing will increase this and create major blockages and dangers.' It is also currently, 'too dangerous to cycle on with a family.' A suggestion was to, 'Do a traffic survey when the schools are open between 8.00 and 9.00 on weekday mornings on the A414 and London road try to access the B183 roundabouts.'

However, the Strategy was criticised since, 'Solutions for the A414 are put forward in the plan with a disgraceful lack of evaluation of options and environmental impacts.' The 'A414 reroute via Terlings Park is not acceptable, would further divide the centre of Gilston', 'cutting the current Gilston village in half.' Therefore 'A ring road around Terlings Park would make more sense and be purposely designed as opposed to trying to cut through/around Pye Corner and trying to increase the capacity of already very congested small country lanes.' Additionally, there were suggestions for the A414 including 'upgrading to motorway standard to join A602 to the A1' and 'Connect… the roundabout at Eastwick Lodge to M11.'

There was a call to 'Stop the rat runs between Harlow and Bishops Stortford', this is probably because, 'The C161 is a C road being used as de facto northern bypass – this is unsafe and has a history of accidents.' It was felt that 'The plans for the new roads in this area and regard are woefully inadequate when you consider the roads are constantly slowing to a standstill on the main road from Harlow through Sawbridgeworth to Bishops Stortford.'

Concerns about through traffic remains, and a bypass or 'motorway standard ring road' was repeatedly proposed 'to mitigate the overall impact on the town': 'The A414 trunk route seems to remain a main road through the town, should there be a by-pass for this through traffic?' 'A physical upgrade is needed to allow greater traffic to flow on these roads - bypass of Harlow is required to link 414 Eastwick to M11.' 'A Harlow town by-pass does not appear to be given thought at this point - yet it is essential.'

Respondents deemed 'the A414 northern bypass and second Stort crossing are urgent necessities, which will reduce congestion, pollution and HGV movements, and improve air quality, public safety and journey times by all modes.' This would 'divert what would have been through traffic around the town to link with the motorway network', and also 'keep construction traffic and long-distance traffic away from the town centre and Elizabeth Way retail areas.' However, one commentator believed, 'The construction of the second crossing is very late in the construction phase of Gilston Garden Village meaning there will be further congestion in the interim.' Additionally, 'The proposed improvement of the existing river crossing increases the carriageway to two lanes in each direction but dedicates one lane to Buses. The opportunity to improve this crossing to three lanes in each direction should be taken.'

M11

'*The full document correctly identifies Harlow as being a through access to and from the National motorway network and has even assessed the influx of commuters but have done little to address the major impacts these have and will increasingly have.*' It was also observed that, '*The M11 capacity must be under pressure with the already-committed growth*', since '*much of the traffic going through Harlow is destined for the M11.*' '*The motorway junction 7A road network into onto the B183 past Markhall school will not work at peak times in the morning it is already impossible to access these roads from the A414 or London road. All the new junction will do is divert some traffic onto these roads from a different approach.*' According to some respondents, the Strategy '*has nothing to say on all these issues.*'

Therefore '*A better east west route to the new Junction 7a needs to be built that is not reliant on the developers*' and '*a high-quality direct road link from this point to the vital new M11 J7a, not passing through residential areas, is essential.*'

B1393 and Latton Priory to Epping

There were concerns about, '*significant adverse road safety, pollution, congestion and air quality effects on the B1393 Thornwood Road and Epping High Street.*' It was suggested the strategy could include '*a better bus service and segregated cycle route to Thornwood and Epping funded (including land acquisition) by HGGT development.*', to help tackle '*road safety along B1393 Thornwood Road and… congestion at Palmers Hill junction.*' In response to this, the Strategy's diagrammatic map could be altered accordingly: '*Page 15 (map) - the dotted lines showing 'potential' sustainable travel routes south from Latton Priory towards Epping should be solidified into definite proposals to cope with the demand for travel from HGGT south of Harlow to Epping tube.*'

Concerns around the Latton Priory development are based upon the fact that access will be via '*already heavily congested roads in Harlow and Epping leading to junction7 of the M11*', and '*The small local access roads around Latton Priory do not support any increase in any form of transportation - will only be detrimental to the areas.*' However, there was a suggestion for a '*safe segregated cycle route from Latton Priory to Thornwood and Epping.*'

Southern Way

One critic noted there were '*no details given on how to improve Southern Way.*' Therefore '*Serious consideration is needed to ensure existing roads such as Southern Way will be able to cope with traffic from the new developments at Latton Priory, Sumners and Katherines as this route already becomes gridlocked most days.*'

Pye Corner and Burntmill Lane

Existing residents commented on the '*implications of dangerous driving in residential areas - adding additional roads and major roads through and near the development hinders safety, causing congestion and pollution.*' For example, '*the way people drive down burnt Mill Lane and Pye Corner is worrying.*' Additionally, this is compounded by the fat that there's '*No mention of the lack of street lighting or other safety provisions on Burntmill Lane. This would become the main pedestrian axis to and from Harlow. Why not prioritise it over the very busy Fifth Avenue for pedestrians?*'

Parking

Residents were largely '*perturbed by the suggestion that car parking provision in Harlow is to be reduced (page 20)*' since '*that will encourage everyone living in the surrounding villages to shop elsewhere with consequent damage to Harlow businesses*' and '*drive residents to another retail area where the quality of retail experience is better.*' Similarly, higher parking costs were seen as '*a tax cash cow*' and excluding people from being able to engage in normal everyday activities. On the other hand, someone appealed to HGGT to '*Curtail the amount of*

parking at Parndon Woods’, ‘Consider parking problem at Parndon Mill’ and address the fact that the ‘car park at Harlow town is excessive.’ One suggestion was for ‘A workplace parking levy’.

Another element of parking which the Strategy must address is ‘Safe and considerate residential parking’, since that is clearly a contentious issue. There were calls to, ‘Stop people parking on all the pavements and all those green wedges in Harlow and provide some sensible solutions. Anyone blocking the paths with a car should be done for obstruction.’ Similarly, ‘Parking within Harlow needs to be addressed - residential areas are blighted by cars and commercial vehicles parking fully on the pavement.’ Someone questioned if the issue will, ‘increase during the day as well as night if people use cycles or walk instead’? The Strategy’s approach of flexible residential car parking for later conversion to other uses for the benefit of the community is ‘a concerning statement. Use should be either clearly defined or not proposed at all.’

Electric Vehicles

Respondents were on board with the government’s objectives of a ‘dramatic shift towards electric vehicles… within the build out time of the Garden Town.’ It was noted that ‘People may change from diesel/petrol vehicles to battery driven cars but will not want to give up the freedom of their own transport.’ ‘There should be a recognition of the role that electric vehicles will have in reducing emissions and the correct incentives and infrastructure put in place to support that shift. As such, there were calls to ‘help people that do keep private vehicles to switch to electric vehicles as fast as possible. Currently there are no public electric charging point in Harlow making it a difficult prospect.’ To facilitate this, it’s important HGGT does ensure new developments provide electric car charging. It was suggested that ‘Planning permission should not be granted for any residential or industrial biding without electric car charging infrastructure.’

There was also a feeling that the Strategy isn’t aspirational enough, since the definition for sustainable modes of transport includes 'low emission' vehicles. ‘Only fully electric vehicles should be used in this once in a lifetime opportunity to revolutionise the town's transport.’ The Strategy was recommended therefore to, ‘Replace low-emission with Zero emission. Low emission leaves the door open for hybrid cars which if used incorrectly can be the same or worse than Internal Combustion Engine powered vehicles.’ Additionally, there’s an opportunity to set the example: ‘The council should pledge to only buy electric vehicles permit new services with only electric vehicles in order to lead the way for Zero- emission transport in Harlow - creating Clean-Harlow.’

Respondents considered how this might be supported, since ‘the other part of electrification is in creating clean electricity.’ It was noted that the ‘electrical supply to this area needs to be able to handle it. Installing low power slow chargers do not help when moving around the town in electric/hybrid vehicles.’ Proposals included, ‘Solar farms and Biomass/waste electricity generation plants’ and a ‘wide scale roll out of solar panels on buildings and wind farms… to provide carbon-free power for the vehicles.’

E-Bikes Cargo Bikes and Bike Share

It was noted that, ‘The use of ebikes should be designed into the networks’, since they will be likely to, ‘make commuting distances of 10 miles easy for cyclists so this has to be upgraded as a significant mode of transport going forward.’ HGGT should ‘Encourage the use of cargo bikes for local business with local delivery chains.’ And finally, ‘the Garden Town should be leading and promoting the introduction of a cycle hire scheme, not merely supporting it.’

Conclusion

After consideration of the various comments and feedback, a number of changes were made to the Strategy. This was predominately focussed around:

- The Objectives were streamlined into one overarching Objective and three Principles that supported the achievement of that Objective, with inclusion and accessibility inserted for greater prominence. The content of the Objectives remained largely unchanged, with small adjustments to the text for clarity.
- The Actions were condensed to reduce repetition and reworded to better align with the user hierarchy and Vision. The content of the Actions remained largely unchanged, with small adjustments to the text for clarity.
- The formatting of the document (ensuring it was more concise, easier to read and more engaging)
- The content of the document (updated maps and images, less jargon, less repetition, more detail or links to further documents etc.).

These key changes are shown in the image below.

PREVIOUS VERSION

Objectives
1. 50% and 60% mode shift targets
2. Transport Hierarchy
3. Encouraging a culture of active and sustainable travel

Actions
1. Reducing the need to travel
2. Making better use of existing infrastructure
3. Supporting and encouraging a culture of active and sustainable travel
4. Sustainable Transport Corridors
5. Supporting walking and cycling
6. Public transport
7. Infrastructure for road based travel
8. Anticipating change

UPDATED VERSION

Objective
1. 50% and 60% mode shift targets

Principles
1. Transport Hierarchy
2. Encouraging a culture of active and sustainable travel
3. Accessibility and Inclusion

Actions
1. Enabling Choice (A1, A2, A8)
2. Streets for People (A3, A5)
3. Quality Public Transport (A6)
4. A Network that Works (A4, A7)
5. Maximising Opportunities (A8)

Consultation Lessons Learnt:

- Use more and a greater diversity of media (particularly printed and accessible) and be prepared for requests for these at events.
- Consider using social media to gain feedback as well as direct towards further info/promotion.
- Other potential methods: Focus groups, phone surveys, forums, workshops, public exhibitions, champions (all come with advantages and disadvantages).
- Future engagement to capture wider input from
    - Harlow Youth Council
    - University of Birmingham suggestions for engagement with young people
    - Quick capture tools at events (iPads / quick questions)
    - Bus operators
- Make the consultation and content more approachable and understandable. Use FAQs, simple jargon, brief explanations etc.

- Make responses quick and easy to give if desired.
- Consider setting a minimum number of responses (quality vs quantity)?
- What are the most effective methods for communicating with different stakeholders (particularly young people)?
- Plan for engaging hard-to-reach groups (physical, language, cultural, social barriers).
- Actively monitor the consultation regularly during execution: and adapt where necessary.
- Is it worth extending the consultation period to allow time for more responses?
- Ensure that there is a core team of people working on each consultation to ensure the most expertise.
- Involve stakeholders at an earlier stage to give a greater sense of ownership.
- Set engagement targets at the start of the consultation process and evaluate progress against these going forward.

Appendix 1 – Quantitative Survey Outputs

Responses	Round 1	Round 2	Total
Survey respondents	81	73	154
Unique comments	394	509	903
Event attendance	65	94	159
Objectives - Both rounds	**Support**	**Don't know**	**Oppose**
Objective 1 - targets	58%	8%	34%
Objective 2 - hierarchy	49%	10%	41%
Objective 3 - culture of AT	79%	7%	15%
Actions - Both rounds	**Support**	**Don't know**	**Oppose**
Action 1 - reducing need to travel	66%	3%	31%
Action 2 - existing infrastructure	76%	2%	21%
Action 3 - culture of active & sustainable travel	84%	4%	12%
Action 4 - STCs	78%	4%	18%
Action 5 - supporting AT	81%	6%	13%
Action 6 - PT	89%	1%	10%
Action 7 - road based travel	73%	7%	20%
Action 8 - anticipating change	76%	13%	11%
Demographic data - Age	**Round 1**	**Round 2**	**Total**
24 and under	0%	25%	10%
25-34	6%	9%	8%
35-44	14%	42%	25%
45-54	29%	4%	18%
55-64	26%	15%	22%
65-74	22%	6%	15%
75 or older	3%	0%	2%
Demographic data - Employment status	**Round 1**	**Round 2**	**Total**
Employed	66%	71%	65%
Education	0%	13%	6%
Not working	1%	7%	8%
Retired	33%	6%	20%
Demographic data - Ethnicity	**Round 1**	**Round 2**	**Total**
English/Welsh/Scottish/Northern Irish/British	-	77%	77%
Irish	-	0%	0%
Gypsy or Irish Traveller	-	0%	0%
Other white background	-	6%	6%
African	-	6%	6%
Caribbean	-	0%	0%
Any other Black/African/Caribbean background	-	0%	0%
Indian	-	1%	1%
Pakistani	-	0%	0%
Bangladeshi	-	0%	0%
Chinese	-	0%	0%
Any other Asian background	-	1%	1%

Arab	-	0%	0%
Any other ethnic group	-	3%	3%
Prefer not to say	-	7%	7%

Equality Impact Assessment

1. Under s.149 of the Equality Act 2010, when making decisions, Epping District Council must have regard to the Public Sector Equality Duty, ie have due regard to:

   - eliminating unlawful discrimination, harassment and victimisation, and other conduct prohibited by the Act,
   - advancing equality of opportunity between people who share a protected characteristic and those who do not,
   - fostering good relations between people who share a protected characteristic and those who do not, including tackling prejudice and promoting understanding.

2. The characteristics protected by the Equality Act are:

   - age
   - disability
   - gender
   - gender reassignment
   - marriage/civil partnership
   - pregnancy/maternity
   - race
   - religion/belief
   - sexual orientation.

3. In addition to the above protected characteristics you should consider the cross-cutting elements of the proposed policy, namely the social, economic and environmental impact (including rurality) as part of this assessment. These cross-cutting elements are not a characteristic protected by law but are regarded as good practice to include.

4. The Equality Impact Assessment (EqIA) document should be used as a tool to test and analyse the nature and impact of either what we do or are planning to do in the future. It can be used flexibly for reviewing existing arrangements but in particular should enable identification where further consultation, engagement and data is required.

5. Use the questions in this document to record your findings. This should include the nature and extent of the impact on those likely to be affected by the proposed policy or change.

6. Where this EqIA relates to a continuing project, it must be reviewed and updated at each stage of the decision.

7. All **Cabinet, Council, and Portfolio Holder reports must be accompanied by an** EqIA. An EqIA should also be completed/reviewed at key stages of projects.

8. To assist you in completing this report, please ensure you read the guidance notes in the Equality Analysis Toolkit and refer to the following Factsheets:

   o Factsheet 1: Equality Profile of the Epping Forest District
   o Factsheet 2: Sources of information about equality protected characteristics
   o Factsheet 3: Glossary of equality related terms
   o Factsheet 4: Common misunderstandings about the Equality Duty
   o Factsheet 5: Frequently asked questions
   o Factsheet 6: Reporting equality analysis to a committee or other decision making body

MC 16/02/17 v2

Epping Forest
District Council

Section 1: Identifying details

Your function, service area and team: HGGT Liaison Lead, Implementation Team, Planning Service

If you are submitting this EqIA on behalf of another function, service area or team, specify the originating function, service area or team: Harlow and Gilston Garden Town Team

Title of policy or decision: Endorsement of the Harlow and Gilston Garden Town Transport Strategy

Officer completing the EqIA: Ione Braddick Tel: 01992564205   Email: ibraddick@eppingforesdc.gov.uk

Date of completing the assessment: 20/10/2021

Section 2: Policy to be analysed

2.1	Is this a new policy (or decision) or a change to an existing policy, practice or project? A new policy (or decision)
2.2	Describe the main aims, objectives and purpose of the policy (or decision):

Finalise the HGGT Transport Strategy and its proposed actions, with endorsement from the three partner District Council Cabinets and two partner County Council portfolio holders. Build support and collaborative opportunities to help move forward with implementing the strategy.

This Strategy builds on the work of the HGGT Vision. It was prepared by AECOM on behalf of the Garden Town and reported to the Garden Town Board on 4th February 2019. It was then reported to the Cabinet and Executive meetings of the District Council partners as follows:
• East Herts District Council: Executive Meeting: 26 February 2019
• Epping Forest District Council: Cabinet Meeting: 7 March 2019
• Harlow District Council: Cabinet Meeting: 28 February 2019

The draft HGGT Transport Strategy has gone through a statutory consultation process over 2020 to engage stakeholders and public views through an online survey, social media polls, and a series of consultation events.
All of the District Council partners endorsed the draft Transport Strategy for consultation. It was also resolved that the final Transport Strategy will be agreed as a material planning consideration for the preparation of masterplans, the preparation of the Gilston Area Charter, pre-application advice, assessing planning applications and any other development management purposes.

The Transport Strategy sets out the following objective:
50% of all trips starting and/or ending in the existing settlement area of Harlow Town should be by active and sustainable travel modes and 60% of all trips starting and/or ending in the new Garden Communities of Harlow & Gilston Garden Town should be by active and sustainable travel modes.

The Objective is underpinned by the application of three Principles:
• A user hierarchy – prioritising active and sustainable travel – walking, cycling and public transport.
• Supporting a culture of active and sustainable travel – an environment where active and sustainable travel is valued, prioritised, and supported to ensure that their social,

Epping Forest
District Council

	environmental, health and economic benefits are available to everyone. • Accessible and inclusive – providing a sustainable, accessible and affordable transport system that reduces congestion, improves public health outcomes, and is designed with consideration of those with most need first. What outcome(s) are you hoping to achieve (ie decommissioning or commissioning a service)?
2.3	Does or will the policy or decision affect: • service users • employees • the wider community or groups of people, particularly where there are areas of known inequalities? All of the above. Will the policy or decision influence how organisations operate? Yes
2.4	Will the policy or decision involve substantial changes in resources? Yes
2.5	Is this policy or decision associated with any of the Council's other policies and how, if applicable, does the proposed policy support corporate outcomes? Yes, it builds on the Harlow and Gilston Garden Town Vision, and the Council's emerging Local Plan, particularly policies regarding the Garden Town and Sustainable Mobility.

MC 16/02/17 v2

Epping Forest
District Council

Section 3: Evidence/data about the user population and consultation[1]	

As a minimum you must consider what is known about the population likely to be affected which will support your understanding of the impact of the policy, eg service uptake/usage, customer satisfaction surveys, staffing data, performance data, research information (national, regional and local data sources).

3.1	What does the information tell you about those groups identified?
	The key stakeholders and target groups are broad and far-reaching. They span two county councils (Herts and Essex), and three district councils (East Herts, Epping and Harlow). It includes both councillors/politicians and members of the public, so needs to be accessible and easy to digest. The Transport Strategy aims to increase accessibility and social equity in Harlow and new Garden Communities, so comprehensive engagement was a vital piece of work to ensure it meets its key objectives, as well as those of the HGGT Vision.
	We particularly welcomed input from a diverse range of demographics, particularly individuals and groups with protected characteristics.
	The consultation was initially physically presented (either at manned or unmanned stands) in East Herts, Harlow and Epping District Councils alongside an online summary note, and a survey, between February and March 2020.
	It was then taken to the board in September 2020 to request additional time for further consultation to increase both the number and diversity of responses. Key areas that needed addressing included:
	• Responses from younger people
	• Responses from businesses
	• Responses from charity and third sector
	• Greater engagement generally among Harlow residents
	Questions and issues that needed addressing further were:
	• Evidence of extent of support for the Transport Strategy
	• Areas for change needed in Transport Strategy
	• Suggestions for improvement across town (local knowledge)
	• Current travel behaviours
	• · Measures to encourage modal shift
3.2	Have you consulted or involved those groups that are likely to be affected by the policy or decision you want to implement? If so, what were their views and how have their views influenced your decision?
	Yes
	First Round:
	The statutory Transport Strategy Consultation on the draft document – which had the headline 'Getting Around the Garden Town' – commenced in February 2020. Full information was provided on the Garden Town website and was publicised across social media, via public notices on bus stops and in prominent locations, and through issue of a

MC 16/02/17 v2

Epping Forest
District Council

press release. All partner Councils were asked to publicise the consultation on their websites and redirect those interested to the Garden Town website for full details. All stakeholders were approached for their views, including through public events. Responses were invited online, through the use of a questionnaire/feedback form. The same arrangements were also in place at the consultation events, where officers invited those attending to take away and complete questionnaires or directed attendees to the website.

Unattended consultation events had the same material available. Social media coverage directed respondents to the website for online submissions. Respondents were invited to identify whether they are responding personally on behalf of an organisation. Appropriate data collection arrangements were in place and respondents were informed of the way in which their data will be stored and handled.

Consultation Events:
- Harvey Centre, Harlow Town Centre - Presentation material available. Officers present
- to answer questions and hand out material
- East Herts Offices - Unmanned exhibition with publicity material available - with leaflet
- to takeaway
- Epping Forest Offices - Presentation material available. Officers present to answer
- questions and hand out material
- East Herts Member Event (with possible open invitation to wider GT Members)
- Sustainable Travel talk by John Dales of Urban Movement
- Partner Councils - Member Briefing events (EHDC 27 Feb, EFDC 9th Mar, HDC 11
- Mar)
- East Herts PCs - Hunsdon, Gilston and Eastwick, High Wych
- Hunsdon, Gilston and Eastwick NPG meeting 8th Feb - Presentation and QA
- Epping Forest PCs - Presentation and QA
- Chamber of Commerce 19th Feb - Presentation and QA

Second Round:
Due to the Covid-19 pandemic, everything after February 2020 took place virtually in all instances. The general Harlow public were engaged through social media platforms as well as 7 online workshops to engage further with selected stakeholders and officers.

Consultation Events (INTERNAL):
These workshops comprised a pre-prepared presentation and discussion session. Information was sent around in advance with a guide on what to focus on. The workshops looked to engage specialists from within the partner authorities and among external stakeholders to input on the Strategy.

The purpose of the specialist workshops was to identify any gaps or upcoming alignments with wider work, case studies etc, and to gather focused feedback on specific sections/pages. It was also important to note how the actions/objectives could help the district/county partners achieve their objectives.

- Studies/notes to consider (not exhaustive):
- ITP mode share definition

Epping Forest
District Council

- Bike Hire/Car Share note
- Gilston – Development Specification and Masterplanning
- Content of Healthy Town Framework
- Sustainability Guidance
- Content of Gear Change – LTN 01/20
- Climate Change Agenda
- Conformity Checks:
- Hertfordshire Local Transport Plan 4
- Essex County Council Local Transport Plan 3
- East Herts Local Plan – October 2018
- Harlow Local Plan and Main Mods –
- Epping Forest Local Plan submission document and modifications –
- Other approved policy/strategy documents

Internal workshops:
- Public Transport Workshop, 4th Nov
- Active Travel Workshop - 4th Nov
- Road Management Workshop - 4th November
- Planning and Technology Workshop - 4th November

Consultation Events (EXTERNAL):
The purpose of the meetings/workshops were two-fold: to increase awareness of HGGT and Transport Strategy and to seek organisation views and priorities on transport and compare with existing consultation results.
- Harlow College 5th Nov
- Harlow Youth Council 16th Nov/18th Jan
- Epping Youth Council 10th Nov/26th Jan
- Harlow Growth Board 25th Sept
- Developer Forum
- Business Sector 27th Oct - Presentation and QA
- Discover Harlow
- Harlow Chambers
- Harlow ED's business database
- Charity, voluntary & community services 26th Oct - Presentation and QA
- Rainbow Services
- United in Kind
- HEMU
- St Clare Hospice
- Hub and Spoke
- PACT
- Carers First
- Community Farm
- Ramblers
- Civic Society
- Civic Society
- Harlow Area Access Group

Social Media:
A social media campaign through both Facebook and Twitter relied on a series of mini polls.

MC 16/02/17 v2

Epping Forest
District Council

	They asked one question combined with an image and link to further information. These questions aligned with questions 1 and 3 from the initial consultation survey which focused specifically on the Strategy itself.
	    • Q1: To what extent do you support the Transport Strategy's action plan? (8 questions)
	    • Q3: To what extent do you support the following objectives for mobility in the GardenTown? (3 questions)
	The questions were broken down to address all elements resulting in 11 questions in total. This method had the following benefits:
	    • Engaging people in the Transport Strategy and additional HGGT work
	    • Providing a larger number of responses than could be obtained through longer surveys
	    • and increasing and increasing the reach of these
	    • Acting as a signpost to further content and extended survey if the resident is interested
	    • Increasing HGGT social media audiences
	It is noted that although we received a high number of poll responses, the platforms don't support more in-depth and considered responses (comments were left on the social media posts however). This was addressed by links to further content and the opportunity to provide more substantive answers via the survey, which proved to be hugely successful. A further risk was that these polls could not be anonymised, and this could have deterred voters. Lastly, this strategy is entirely digital which excluded those not able to access the internet. Whilst this resulted in a larger number of responses from younger residents (which were a focus area due to lack of engagement in the first round) measures have been considered to ensure it didn't exclude older residents.
	
	Following a period of redrafting in order to take account of feedback, the finalised document has been presented to relevant stakeholders for final signoff.
	Any respondents are protected by Epping Forest District Council's privacy policy, which can be found here: http://harlowandgilstongardentown.co.uk/privacy-policy

3.3	If you have not consulted or engaged with communities that are likely to be affected by the policy or decision, give details about when you intend to carry out consultation or provide reasons for why you feel this is not necessary:
	
	The HGGT team are also engaging on other pieces of work around the same time as the Transport Strategy. Thought has been given to how these can work in harmony and not cause confusion or 'consultation fatigue'.
	    • LCWIP
	    • STCs
	    • Relevant Planning Applications

MC 16/02/17 v2

Epping Forest
District Council

Section 4: Impact of policy or decision

Use this section to assess any potential impact on equality groups based on what you now know.

Description of impact	**Nature of impact** Positive, neutral, adverse (explain why)	**Extent of impact** Low, medium, high (use L, M or H)
Age	Positive The consultation reaffirmed the Strategy's Objectives and Actions with regards to this protected characteristic. All ages will be encouraged to access future public consultation events which aim to broaden access. Age does sometimes act as a barrier to online engagement, so printed material will be available. Strategy considerations include: • Younger and older people are less likely to have access to a car and are therefore dependent on public and sustainable modes. Dedicated cycle lanes make it safer and easier for children to cycle to school. • E-bikes provide an opportunity to get older people cycling. • Covid-19 may be having a disproportionate effect on the vulnerable, by discouraging them from travelling at the busiest times of day. • Enable people to access public transport to advance equality of opportunity. • Seek opportunities to reallocate road space to facilitate active travel and support physical distancing.	M

Epping Forest
District Council

| Disability | Positive
The consultation reaffirmed the Strategy's Objectives and Actions with regards to this protected characteristic. However, it was noted in the Strategy that accessibility and inclusion was not given the focus it should have. In this regard the Strategy was adapted to include accessibility and inclusion as a specific Principle and each Action within the Strategy had a section detailing the impacts/links on accessibility and inclusion issues.
The strategy is designed to improve accessibility and encourage inclusivity for any physical or mental impairment.
The councils can provide a text relay service for people who are deaf, hearing impaired or have a speech impediment.
The relevant council offices have audio induction loops, and can arrange a British Sign Language (BSL) interpreter if notice is given.
HGGT have committed to meet accessibility standards for all new PDFs or Word documents published from 11th November 2019 onwards. Assessments are carried out in line with the Web Content Accessibility Guidelines (WCAG) 2.1 A and AA criteria.
The Transport Strategy comes under a non-HTML document, so HGGT will ensure it is accessible, and provide accessible alternatives where applicable.
The regulations don't require us to fix PDFs or other documents published before 23 September 2018, if they're not essential to providing services, so this may relate to external links embedded in the Strategy.
https://www.accessibility-services.co.uk/certificates/harlow-andgilston-garden-town/
If respondents need information on the Strategy in a different format like accessible PDF, large print, easy read, audio recording or braille, it is possible for the team to discuss alternative arrangements with Officers or the ECC Equalities and Partnerships Team at ECC.Equalities@essex.gov.uk.
Strategy considerations include:
• Blue badge parking.
• A need for better cycle parking for adapted bikes used by disabled people.
• Obstructions on the highway and footway (e.g. A-boards and tree routes) are particular issues for disabled road users. | M |

Epping Forest
District Council

	• Physical distancing rules and the need for more personal protection may make it difficult for carers and disabled people concessionary travel schemes • Reduce, as far as possible, any physical barriers as part of transport changes that would create accessibility issues for wheelchair users and people with mobility impairments e.g. ensuring footway extensions are flush to the existing infrastructure and dropped kerbs are provided where appropriate. • Ensure temporary barriers and signs do not cause obstructions on the pavement • Incorporate accessible crossings into temporary measures wherever possible • Share information about the changes with local representative groups for wider dissemination • Maximise the width of new and existing cycle infrastructure where possible to ensure they are accessible to all types of adapted cycles with appropriate dropped kerbs for easy access. • Ensure light segregation on temporary cycle lanes has breaks of sufficient width to allow access for larger adapted cycles and that barriers are of a suitable height not to impede sightlines.	

Epping Forest
District Council

Gender	Positive The consultation reaffirmed the Strategy's Objectives and Actions with regards to this protected characteristic. Strategy considerations include: • There are studies that reveal that there are gender disparities in travel behaviours. • Women are more likely to use the transport network during lockdown as key workers. • Women are more likely to be travelling on the network with family members, as primary carers. • Safety is a key concern. Ensure Action Plan measures consider safety and inclusivity	M
Gender reassignment	Positive The consultation reaffirmed the Strategy's Objectives and Actions with regards to this protected characteristic. Strategy considerations include: • There are studies that reveal that there are gender disparities in travel behaviours. • Safety is a key concern. Ensure Action Plan measures consider safety and inclusivity.	M
Marriage/civil partnership	Positive The consultation reaffirmed the Strategy's Objectives and Actions with regards to this protected characteristic. Strategy considerations include: • Lockdown restrictions may have a disproportionate impact on lone parents as safe transport options are more limited / they have to change the way or times that they usually travel. • Ensure changes are designed with family travel in mind, e.g. space and safety	L
Pregnancy/maternity	Positive The consultation reaffirmed the Strategy's Objectives and Actions with regards to this protected characteristic. Strategy considerations include: • Cycle lanes should be wide enough to accommodate cycles with child trailers/tagalongs • Dedicated cycle lanes make is safer and easier to cycle with children • A significant number of people may need / choose to travel as part of a family unit • Ensure changes are designed with family travel in mind, e.g. space and safety	

Epping Forest District Council

	• Ensure detail of changes to the transport network is published publicly, so people are aware of what the council is doing and can plan their journeys accordingly	
Race	Positive The consultation reaffirmed the Strategy's Objectives and Actions with regards to this protected characteristic. Strategy considerations include: • BAME people are more likely to be in roles where travel to work is unavoidable and where they are unable to change their working hours to travel at less busy times. • BAME people are more likely to use the transport network during lockdown as key workers. • People who do not speak / have poor English may struggle to access information about transport changes. • BAME groups are more likely to have limited access to private amenity space for exercise. • Ensure interpreting services are available to support customers whose first language is not English. • Share information about the transport changes with local groups for wider dissemination to different communities.	L
Religion/belief	The consultation reaffirmed the Strategy's Objectives and Actions with regards to this protected characteristic. A significant portion of the population may wish to travel to places of worship and/or to congregate / travel for religious ceremonies (e.g. burials) / events / festivals. Strategy considerations include: • Ensure Action Plan measures include a focus on facilitating safe mass gatherings. • Ensure there is sufficient pavement space near places of worship for pedestrians to physically distance when they gather.	L
Sexual orientation	Positive The consultation reaffirmed the Strategy's Objectives and Actions with regards to this protected characteristic. Strategy considerations include: • mass gatherings / events / festivals that would affect traffic in the city and increase visitor numbers • Ensure Action Plan measures consider safety and inclusivity	L

Epping Forest
District Council

Section 5: Conclusion

		Tick Yes/No as appropriate	
5.1	Does the EqIA in Section 4 indicate that the policy or decision would have a medium or high adverse impact on one or more equality groups?	No ☒	
		Yes ☐	If '**YES**', use the action plan at **Section 6** to describe the adverse impacts and what mitigating actions you could put in place.

MC 16/02/17 v2

Epping Forest

Section 6: Action plan to address and monitor adverse impacts

What are the potential adverse impacts?	What are the mitigating actions?	Date they will be achieved.

Page 134

Epping Forest

Section 7: Sign off
I confirm that this initial analysis has been completed appropriately.
(A typed signature is sufficient.)

Signature of Head of Service: Nigel Richardson	Date:
Signature of person completing the EqIA: Ione Braddick	Date: 20/10/21

Advice

Keep your director informed of all equality & diversity issues. We recommend that you forward a copy of every EqIA you undertake to the director responsible for the service area. Retain a copy of this EqIA for your records. If this EqIA relates to a continuing project, ensure this document is kept under review and updated, eg after a consultation has been undertaken.

MC 16/02/17 v2

Epping Forest
District Council

This page is intentionally left blank

Agenda Item 7

HARLOW AND GILSTON GARDEN TOWN

Report to:	**HARLOW AND GILSTON GARDEN TOWN BOARD**
Title:	**HGGT Transport Strategy**
Date:	**12ᵗʰ October 2021**
Report Authors:	**Paul Wilkinson, David Burt**
Enclosures:	**Appendix 1 – HGGT Transport Strategy**
	Appendix 2 – HGGT High Level Transport Programme
	Appendix 3 – HGGT Transport Strategy consultation report
	Appendix 4 – HGGT Transport Strategy EQIA

EXECUTIVE SUMMARY:

This report seeks the formal endorsement of the final version of the HGGT Transport Strategy. The HGGT Transport Strategy is crucial in meeting the ambitions for sustainable movement within the HGGT Vision. The Strategy will be used in the masterplanning process and to secure funding from developers, central government and other bodies.

RECOMMENDATIONS:

1.   **That the HGGT Transport Strategy is approved by the HGGT Board to be submitted to the East Herts District Council Executive; the Epping Forest District Council Cabinet; the Harlow District Council Cabinet and the relevant portfolio holders of Essex and Hertfordshire County Councils to be endorsed for use as a material planning consideration for the preparation of masterplans, pre-application advice, assessing planning applications and any other development management purposes for the Harlow & Gilston Garden Town.**

2.   To agree that the HGGT Director be authorised to make minor drafting or design amendments with the HGGT Chair's approval to the HGGT Transport Strategy prior to publication if necessary.

1   Introduction

1.1   The HGGT Transport Strategy can be found at Appendix 1. It was developed to deliver the HGGT Vision in respect of the key principles for Healthy Growth through a focus on Sustainable Movement to support the scale of ambitious housing and economic growth set out in the Local Plans.

1.2   The Transport Strategy is consistent with the principles and indicators within the HGGT Vision, HGGT Sustainability Guidance & Checklist and the Local Planning Authorities adopted and emerging Local Plan policies. The Strategy is also consistent with the principles set out in the Town and Country Planning Association Garden Community guidance including the ambitious Modal Shift Objective at the core of the Transport Strategy (detailed below).

1.3   Since the publication of the draft Strategy the Government has released three important national transport strategy documents:

* Gear Change – A bold policy for walking and cycling – July 2020
* Bus Back Better – National Bus Strategy for England – March 2021
* Decarbonising Transport - A better greener Britain – July 2021

1.4   The HGGT Transport Strategy aligns with these documents including setting an ambitious mode share target; development of a Local Cycling and Walking Infrastructure Plan to invest in the active travel network; the development of the Sustainable Transport Corridors to enhance public transport operation; development of Enhanced Bus Partnerships in response to 'Bus Back Better' and developing strategies to introduce electric vehicle charging.

1.5   The Transport Strategy is intended to be used by applicants (for planning permission on sites located in the Garden Town) and partner Authorities when preparing and discussing masterplans, pre-application proposals, determining planning applications, considering Section 106 obligations and discharging conditions attached to planning permissions. This will ensure a consistent and integrated consideration of the key sustainable transport principles, objectives and priorities at the early stages of schemes and masterplans across the Garden Town.

1.6   A high level programme is set out in Appendix 2. Further work will need to be undertaken to refine this programme as schemes come forward for delivery and funding becomes available. This programme will be greatly informed by the HGGT Infrastructure Delivery Plan which will be regularly reviewed.

2 The Objectives, Principles and Actions

2.1 The HGGT Transport Strategy proposes one overarching Mode Share Objective, three Principles and is supported by five key actions. These are set out below:

2.2 The Objective

2.2.1 Mode Share Objective – 50% of all trips starting and/or ending in the existing communities of Harlow Town should be by active and sustainable travel modes and 60% of all trips starting and/or ending in the new Garden Communities of Harlow & Gilston Garden Town should be by active and sustainable travel modes.

2.3 The Principles

2.3.1 Principle 1 – User hierarchy: Decisions should be shaped by following the user hierarchy which gives priority to reducing unnecessary travel, walking, cycling and public transport.

2.3.2 Principle 2 – A culture of active and sustainable travel: The Garden Town should be an environment where active and sustainable travel is valued, prioritised, and supported to ensure that the associated social, environmental, wellbeing and economic benefits are available to everyone.

2.3.3 Principle 3 – Accessibility and Inclusion: Infrastructure should be designed for everyone and with consideration of those with the greatest need first. Everyone should have the opportunity to choose more sustainable and active modes of travel.

2.4 The Actions

2.4.1 Action 1: Enabling Choice ... creating connected communities that offer local facilities and travel options for everyday activities.

2.4.2 Action 2: Streets for People ... making our streets and neighbourhoods places that are safe, sociable and enjoyable – for everyone – by creating attractive places that people want to walk and cycle in.

2.4.3 Action3: Quality Public Transport ... connecting people to the places they want to go, providing independence and mobility to those who need it most, while reducing air pollution and congestion. The development and delivery of the Sustainable Transport Corridor network will facilitate this.

2.4.4 Action 4: A Network that Works ... providing reliable, high-quality alternatives to private vehicles.

2.4.5   Action 5: Maximising Opportunities ... exploring and introducing new and innovative transport technologies as they develop.

2.5   Achieving the Mode Share Objective will require a generational change. It also has some interdependencies with progression of other policies and infrastructure at national and local levels, including the availability of funding. It is therefore recognised that it will be an incremental process but one that will require an extensive range of measures from the outset in the new Garden Communities and as soon as possible within the existing town. Appendix 2 presents a high level programme showing the mix of projects anticipated including discrete one-off proposals such as the Sustainable Transport Corridor network and rolling programmes of behaviour change incentives.

2.6   Covid 19 has had an impact on the way we travel, initially all travel was greatly reduced but with increase in walking and cycling as people remained active. The effects of Covid 19 will continue to impact on travel and mode share into the future. Car travel has now returned to similar pre-pandemic levels but public transport has not recovered. Operators expect ridership (the number of passengers using a particular mode of public transport) will take 3 years to recover. Working at home significantly increased but it is not yet clear whether employers will retain these practices or office space and expect employees to return and commute or continue to work at home or more flexibly.

2.7   Funding is required to develop schemes and initiatives through to delivery. Funding will be sought from a variety of sources such as developer contributions and Government grants e.g. the Housing Investment Grant (HIG), the Active Travel Fund, Levelling Up Fund, Capacity and Capability funding. Partners have already been successful in securing HIG funding, and the Towns fund with submissions recently made for Levelling Up and Active Travel Funding pending.

2.8   Securing the HIG enables the early delivery of essential transport infrastructure and sustainable transport corridors which have the potential to unlock planned growth in the Garden Town. The mechanisms associated with the HIG and Section 106 obligations associated with strategic schemes coming forward in the Garden Town area will enable the creation of the Rolling Investment Fund (RIF). The initial RIF is estimated to amount to circa £129m (subject to index linking) comprised of developer contributions towards the STCs, other potential infrastructure, initiatives, measures and mitigations associated with HGGT developments. In this way, all five partners (comprising three local planning authorities and two local highway authorities) have a vested interest in effective management of developer contributions comprised in the RIF and collective decision-making protocols and governance will be required to determine prioritisation of funding into the future HGGT transport infrastructure, projects, initiatives or measures as envisaged by this Transport Strategy (note there is a separate item on this meeting agenda regarding next steps for HIG and RIF (Item 9)).

2.9   The Strategy acknowledges that there will be continued use of private motor vehicle (i.e. 50% for the existing town and 40% for new Garden Communities, based on the Mode Share Objective) but reliance on high levels of private car use is not sustainable in the context of the levels of growth set out in the Local Plans. Continuing to do so will result in increased congestion, which is likely to impede planned growth and will have negative impacts on quality of life in the Garden Town, especially to deliver quality places to live and work.

2.10   The Strategy does not advocate increasing highway capacity as the default 'predict and provide' response, taking instead a 'vision and validate' response – developing schemes that align with the HGGT Vision rather than continued provision of extra road capacity. Through this approach the Strategy promotes redesigning the transport network and supporting residents and businesses to bring about a modal shift towards active, sustainable and inclusive modes of travel.

3   The Sustainable Transport Corridor (STC) Network

3.1   A key element of the Garden Town Vision and a critical enabling factor of planned growth is the ambition for new and existing residents to adopt active and sustainable travel behaviours.

3.2   To meet this ambition and support the planned growth, the Strategy includes the development of a network of sustainable transport corridors (STCs) (p.37) and a rapid bus transport system (a high-quality, frequent and fast bus service) which will help new and existing residents travel quickly and sustainably in and around the Garden Town. The sustainable transport corridors will also improve the facilities for those walking and cycling.

3.3   Design work continues on the network with the North to Centre section being the most advanced and to be funded by HIG grant. It is anticipated that this will be consulted on in the near future.

4   Enhanced Bus Partnership and Operation

4.1   An essential part of the STCs is the delivery and management of the public transport services and potentially other initiatives for the benefit of the customer. The Government's "Bus Back Better" strategy proposed a number of options for Local Highways Authorities to adopt to improve public transport. Both Essex and Hertfordshire County Councils have decided to introduce Enhanced Bus Partnerships, Hertfordshire building upon its existing quality partnership. Through an Enhanced Partnership, services can be controlled and regulated including quality, level of service, ticketing and branding for a future HGGT service. Further work is required on the scope and extent of the enhanced partnerships covering the HGGT area and consultation will be required with users and operators at the relevant time.

5 Consultation

5.1 The draft Transport Strategy was subject to public consultation in early 2020 (including exhibitions, Member briefings, village halls and workshops with key stakeholders) just before the Covid-19 lockdown and results were presented to the Board in June 2020. Further consultation was requested to secure input from unrepresented groups – specifically young people, businesses and local organisations – and to increase the overall consultation response.

5.2 A second round of consultation was therefore conducted over 4 weeks in late 2020. This consultation focused on young people, businesses, charities and internal Officers through a series of workshops. In total there were 154 responses to the survey, over 150 workshop attendees and over 900 comments were received from all engagement undertaken. This was enhanced through a more effective use of social media which was significantly developed following the first round. A HGGT Member Briefing was also held on 20 September 2021. Further detail on the consultation process and results can be found in Appendix 3.

6 Key Consultation changes

6.1 As a result of both rounds of consultation and the large amount of feedback received there have been several changes to the content and design of the Strategy, with further detail in Appendix 3.

6.2 The updated Strategy has now being simplified to incorporate a single Mode Share Objective with three principles which incorporate the former Objectives 2 (The user hierarchy) and 3 (A culture of active and sustainable travel) from the first draft Strategy. In addition, there is a further principle around accessibility and inclusion which was absent from the earlier draft versions. The number of Actions has been condensed from 8 to 5 to avoid repetition and consolidate information.

6.3 Significant design changes have been made to the formatting of the Strategy to improve engagement, interactivity, accessibility for use online.

7 Zero Emission Vehicles (ZEVs)

7.1 Greater clarity has been provided in the Strategy on the future role of ZEVs in the Garden Town after requests from Members. The market share of ZEVs is likely to increase substantially given the ban on sale of new petrol and diesel cars by 2030.

7.2 ZEVs are a powerful tool in the transition to a sustainable transport network and there is a clear need for additional infrastructure to support uptake. ZEVs will be particularly important to ensure that the 50% (existing town) and 40% (new Garden Communities) of journeys in the Garden Town which do not utilise active and sustainable modes have a reduced impact on the environment and society.

7.3   However, ZEVs are not considered sustainable within the HGGT active and sustainable transport modes definition. There are several reasons for this, although within the context of the Garden Town these following are the primary concerns:

   7.3.1   It is essential that Developers deliver on the HGGT Principles for healthy growth and provide the financial support for active and sustainable transport services and infrastructure. Including ZEVs in the Mode Share Objective would greatly increase the risk that the financial support needed for meaningful modal shift is not provided due to overreliance on ZEVs.

   7.3.2   Including ZEVs as a sustainable transport mode will place a significant additional burden on highway capacity that does not align with the growth agenda supported by the HGGT Partner Councils. ZEVs do not address the issues of congestion, space and severance that can only be achieved through modal shift.

   7.3.3   To ensure the definition aligns with the Government's aim: "Cycling and walking will be the natural first choice for many journeys with half of all journeys in towns and cities being cycled or walked by 2030" as set out in *Gear Change, A Bold Vision for Cycling and Walking*[1].

8   Equality Impact Assessment (EQIA)

8.1   An EQIA has been undertaken and is attached to this report (Appendix 4. The consultation highlighted the need to include a principle on accessibility and inclusion. This change and others were taken into consideration in the final Transport Strategy now being presented and as detailed in the EQIA assessment.

8.2   The design and format of the Strategy has been reviewed against Shawtrust accreditation to ensure legibility and accessibility for online viewing.

9   How the HGGT Transport Strategy will be used

9.1   The Transport Strategy will be embedded as a material planning consideration into the masterplanning and planning processes for the new Garden Town communities, neighbourhoods and developments through ongoing work with the relevant partner Councils, site developers and planning applicants to ensure that the ambitious sustainable mode share objective, as set out, is being achieved.

9.2   The Transport Strategy will provide a base of evidence and best practice which will be used to inform the planning and design processes, behaviour change programmes, further evidence commissions, business plans, guidance notes etc. The evidence base that underpins

---

[1] Gear change: a bold vision for cycling and walking (publishing.service.gov.uk)

the Transport Strategy will continue to evolve and be taken into consideration when developing transport schemes.

9.3   A monitoring framework will be established to ensure alignment with this Strategy. This Framework will be based on the recommendations from the HGGT Monitoring Framework Technical Note. Policies and schemes will also be monitored internally through the HGGT Board approval and oversight process. The Transport Strategy will be reviewed every three years to ensure evidence and measures are still relevant.

10   Next steps

10.1   There are a number of next steps for the HGGT Transport Strategy following endorsement by the HGGT Board:

10.2   Endorsement by District Cabinets/Executives and County Councils as a material consideration in relation to masterplanning and planning / application processes in relation to the new Garden Town communities in autumn/winter 2021

10.3   Given that the Transport Strategy is to be endorsed as a material consideration, it is proposed that the Partner Councils utilise the following recommendations for consistency of decision making (subject to minor alterations to satisfy their constitutional requirements). They should also consider their decision-making protocols and take steps to notify their decision in relation to the Transport Strategy on their forward plans as required.

   10.3.1   To consider the HGGT Transport Strategy together with the accompanying appendices including the high-level programme, consultation report and equality impact assessment;

   10.3.2   To agree that the Transport Strategy will be considered as a material planning consideration in connection with the preparation of masterplans, pre-application advice, assessing planning applications and any other development management purposes for sites within the Harlow and Gilston Garden Town;

   10.3.3   To delegate to the [Planning Portfolio Holder/Delegate Officer] in consultation with the Director of the Garden Town to make any minor text or design amendments to the HGGT Transport Strategy prior to publication should there be necessity for clarification or changes proposed by the respective decision makers of the Partner authorities in order to ensure a consistent document.

10.4   Publication in early 2022

10.5   Post publication actions:

10.5.1   Ensure the Strategy is hosted on the HGGT Website and Partner District Council websites as a key material planning consideration in assessing planning applications.

10.5.2   Ensure the Strategy guides the masterplanning decisions for, or impacting upon, the HGGT;

10.5.3   Secure Public Sector funding for infrastructure and measures identified in the programme;

10.5.4   Maximise developer funding/contributions, without which the Strategy cannot be delivered;

10.5.5   Identification of resources to develop a monitoring and evaluation strategy, building on the Strategy's target.

10.5.6   Develop a detailed delivery plan to produce a funded and prioritised programme as part of the HGGT annual business planning for delivery of actions;

- Consideration of details such as timescales, funding sources, delivery options, locations and priorities.
- Alignment of principles, particularly the transport hierarchy, and speed of achieving the 50 and 60% modal share target.

HGGT Vision Assurance

1. What principles of the HGGT Vision does this seek to achieve?

The HGGT Transport Strategy seeks to support the achievement of the following HGGT Vision Principles:
- Placemaking and homes
  - P8: Responsive and distinctive design
  - P10: Healthy, safe and connected neighbourhoods and villages
- Landscape and Green Infrastructure
  - P14: Biodiversity, climate resilience and food security
- Sustainable Movement:
  - P16: Revitalising the cycle and walking network
  - P17: Changing the character of roads to streets
  - P18: Integrated transport: a viable and preferred alternative to cars
  - P19: Anticipating change and future proofing infrastructure
- Economy and regeneration

- o   P21: The right work spaces, homes and community facilities
- o   P23: A vibrant and resilient Town Centre for all the Garden Town

2. What steps have been taken to ensure the HGGT Vision is embedded into the project?

The HGGT Transport Strategy has undergone numerous reviews by HGGT Partner Officers and the HGGT Placeshaping and Engagement Workstream to ensure the Vision is embedded into the Strategy. Best practice and innovative examples have also been used to inform the Strategy to ensure the most ambitious and forward-thinking policies and measures have been considered and included.

Epping Forest District Council

THE KEY DECISION LIST

INCLUDING PROPOSED PRIVATE DECISIONS

(01 November 2021)

The Key Decision List including Proposed Private Decisions

There is a legal requirement for local authorities to publish a notice in respect of each Key Decision that it proposes to make, at least 28 days before that decision is made. There is also a similar requirement to advertise those decisions, whether they are Key Decisions or not, which it is proposed to be made in private with the public and press excluded from the meeting. This Key Decision List, including those decisions proposed to be made in private, constitute that notice. Copies of the Key Decision List are available for inspection at the Council's Civic Offices, as well as on the Council's website in the 'Your Council' section.

Any background paper listed can be obtained by contacting the relevant Officer in the first instance, or failing that the Democratic Services Officer listed below.

Key Decisions

The Council's Constitution defines key decisions as:

(i)   Any decision within budget and policy that involves expenditure/savings of £250,000 or more in the current municipal year;

(ii)   Any decision not within budget and policy that involves expenditure/savings of £100,000 or more in the current municipal year;

(iii)   Any decision that raises new issues of policy;

(iv)   Any decision that increases the Council's financial commitments in future years, over and above existing budgetary approval;

(v)   Any decision that involves the publication of draft or final schemes, which may require either directly, or in relation to objections to, the approval of a Government minister;

(vi)   Any decision that involves the passage of local legislation; and

(vii)   Any decision that affects two or more wards, and has a discernible effect on the quality or quantity of services provided to people living or working in that area.

Borrowing or lending decisions undertaken under delegated authority by the Chief Financial Officer are not defined as a key decision.

The Council has also agreed the following additional requirements in relation to key decisions:

(a)   Key decisions cannot be made by officers;

(b)   Key decisions not within budget and policy can only be made by the Council;

(c)   Key decisions within budget and policy but involving expenditure/savings in excess of £1million can only be made by the Cabinet and/or Council;

(d)   Key decisions within budget and policy but involving expenditure/savings between £250,000 and £1million can be made by the relevant Portfolio Holder;

(e)   Portfolio Holders can only make key decisions affecting their wards if the decision is based upon a recommendation by a Service Director or as one of a range of options recommended by a Service Director.

Private Decisions

Any decisions that are proposed to be taken in private will be reported as such. The paragraph number quoted relates to Part 1 of Schedule 12A of the Local Government Act 1972, and their definitions are as follows:

(1)   Information relating to any individual.

(2)   Information which is likely to reveal the identity of an individual.

(3)   Information relating to the financial or business affairs of any particular person (including the authority holding that information).

(4)   Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.

(5)   Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

(6)   Information which reveals that the authority proposes:

(a)   to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or

(b)   to make an order or direction under any enactment.

(7)   Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Corporate Aims & Key Objectives 2021/22

Stronger Communities

(1)   People live longer, healthier and independent lives:

    (a)   supporting healthy lifestyles; and

    (b)   promoting independence for older people and people with disabilities;

(2)   Adults and Children are supported in times of need:

    (a)   safeguarding and supporting people in vulnerable situations; and

(3)   People and Communities achieve their potential:

    (a)   enabling Communities to support themselves;

    (b)   Providing culture and leisure opportunities; and

    (c)   Keeping the District safe.

Stronger Place

(1)   Delivering effective core services that people want:

    (a)   Keeping the District clean and green; and

    (b)   Improving the District housing offer;

(2)   A District with planned development:

    (a)   Planning development opportunities; and

    (b)   Ensuring infrastructure supports growth; and

(3)   An environment where new and existing businesses thrive:

(a) Supporting business enterprise and attracting investment;

(b) People develop skills to maximise their employment potential; and

(c) Promoting retail, tourism and the visitor economy.

Stronger Council

(1) Customer satisfaction:

(a) Engaging with the changing needs of our customers;

(2) Democratic engagement:

(a) Robust local democracy and governance;

(3) A culture of innovation:

(a) Enhancing skills and flexibility of our workforce; and

(b) Improving performance through innovation and new technology; and

(4) Financial independence with low Council Tax:

(a) Efficient use of our financial resources, buildings and assets; and

(b) Working with commercial partners to add value for our customers.

Cabinet Membership 2021/22

Chris Whitbread   Leader of the Council
John Philip   Finance . Qualis Client & Economic Development
Aniket Patel   Community & Regulatory Services
Sam Kane   Customer & Partnerships
Nigel Bedford   Planning & Sustainability
Holly Whitbread   Housing Services
Nigel Avey   Environmental & Technical Services
Darshan Sunger   Corporate Services
Les Burrows   Programmes & Projects (Cabinet Member without Portfolio)

Contact Officer

Adrian Hendry   Tel: 01992 564246
Democratic Services Officer   Email: ahendry@eppingforestdc.gov.uk

WORK PROGRAMME - 1 NOVEMBER 2021 TO 28 FEBRUARY 2022   PORTFOLIO -   LEADER

ITEM	DESCRIPTION	KEY DECISION	DATE OF DECISION	DECISION MAKER	PRIVATE DECISION	REPRESENTATION ARRANGEMENTS	BACKGROUND PAPERS
LGA Peer review - Position Statement	Draft Position Statement for the LGA Peer review.	No	11 April 2022	Cabinet		Georgina Blakemore 01992 56 4233	
Peoples Strategy - Ongoing	To establish the Council's new Common Operating Model as part of the People Strategy. To consider further details for the next stage of the Common Operating Model.	Yes		Cabinet		Georgina Blakemore 01992 564233	PID P170 - Peoples Strategy Common Operating Model - Management Structure
Risk Management	Review of Current Risk Register.	Yes	6 December 2021	Cabinet		Andrew Small 01992 564278	
Local Government Council Size and Boundary Review	To review the number of Councillors. To review the Warding Pattern.	Yes	16 December 2021	Council		Georgina Blakemore 01992 56 4233	

7

WORK PROGRAMME - 1 NOVEMBER 2021 TO 28 FEBRUARY 2022   **PORTFOLIO -   PLANNING AND SUSTAINABILITY**

ITEM	DESCRIPTION	KEY DECISION	DATE OF DECISION	DECISION MAKER	PRIVATE DECISION	REPRESENTATION ARRANGEMENTS	BACKGROUND PAPERS
Implementation of the Local Plan - Ongoing	Quarterly update report on progress. To become a delivery report once Plan agreed by the Inspector.	Yes	8 November 2021	Cabinet		Nigel Richardson 01992 564110	
HGGT Transport Strategy	To approve and endorse the HGGT Transport Strategy for Publication as a Material Planning Consideration.	Yes	6 December 2021	Cabinet		Ione Braddick ibraddick@eppingforestdc .gov.uk	HGGT Transport Strategy
HGGT Rolling Infrastructure Fund MoU	To endorse the Rolling Infrastructure Fund MoU for submission to Homes England.	Yes	6 December 2021	Cabinet		Ione Braddick ibraddick@eppingforestdc .gov.uk	RIF MoU

WORK PROGRAMME - 1 NOVEMBER 2021 TO 28 FEBRUARY 2022 **PORTFOLIO -** **FINANCE, QUALIS CLIENT AND ECONOMIC DEVELOPMENT**

ITEM	DESCRIPTION	KEY DECISION	DATE OF DECISION	DECISION MAKER	PRIVATE DECISION	REPRESENTATION ARRANGEMENTS	BACKGROUND PAPERS
Qualis Monitoring - Ongoing Quarterly	Financial reporting plan update.	Yes	6 December 2021	Cabinet		Andrew Small 01992 564278	
Sale of Pyrles Lane to Qualis	To agree the sale of the site to Qualis for development.	Yes	6 December 2021	Cabinet		Andrew Small 01992 56 4278	

WORK PROGRAMME - 1 NOVEMBER 2021 TO 28 FEBRUARY 2022　　　**PORTFOLIO -　ENVIRONMENTAL AND TECHNICAL SERVICES**

ITEM	DESCRIPTION	KEY DECISION	DATE OF DECISION	DECISION MAKER	PRIVATE DECISION	REPRESENTATION ARRANGEMENTS	BACKGROUND PAPERS
Charging for EIR	To consider charging for Environmental Information Regulation requests. May become part of Service Charging Review in Autumn 22/23.	Yes		Cabinet		Mandy Thompson 01992 564705	
Transfer of Services to Qualis	To consider the business case for the transfer of MOT and Fleet.	Yes	8 November 2021	Cabinet		Andrew Small 01992 56 4055	
Transfer of Services to Qualis	To consider the business case for the transfer of Grounds Maintenance.	Yes	8 November 2021	Cabinet		Andrew Small 01992 56 4055	
EFDC Waste Contract Strategic Options	To present strategic options for the Waste Contract.	Yes	6 December 2021	Cabinet	Yes	James Warwick 01992 564350	
Epping Leisure Centre - Award of Contract	Decision to award the contract to build Epping Leisure Centre.	Yes	11 April 2022	Cabinet		James Warwick 01992 564350	
Off-Street Parking Tariff Review	Review of current EFDC off-street parking tariffs and recommend tariff for EFDC off-street car parks for implementation in 2022.	Yes	6 December 2021	Cabinet		James Warwick 01992 564350	Tariff Review Report
Future of Street Parking Arrangements in Essex: A Joint Approach	To agree to continue to be part of NEPP in terms of on-street parking arrangements.	Yes	7 February 2022	Cabinet	Yes	James Warwick 01992 56 4350	NEPP / Cabinet Paper

WORK PROGRAMME - 1 NOVEMBER 2021 TO 28 FEBRUARY 2022   **PORTFOLIO -   HOUSING SERVICES**

ITEM	DESCRIPTION	KEY DECISION	DATE OF DECISION	DECISION MAKER	PRIVATE DECISION	REPRESENTATION ARRANGEMENTS	BACKGROUND PAPERS
Review of Tenancy Strategy - update on Changes	Ongoing Updates.	No		Cabinet		Deborah Fenton 01992 56 4221	
New Policy (Trees)	New Policy on our approach to trees which are impacting on safety of our assets.	Yes	21 June 2021	Cabinet		Deborah Fenton 01992 564221	
New Fees and Charges	Report requiring a decision regarding charging for non-statutory services.	Yes		Cabinet		Deborah Fenton 01992 56 4221	
Proposed Change to Service Charges RTB Receipts - New Policy	Policy outlining who we allocate right to buy receipts.	Yes		Cabinet		Deborah Fenton 01992 56 4221	
Allocations Policy	Current allocations policy due to expire March 2022. A revised Policy will need to be drafted, consulted on and be taken through governance structure ahead of agreement by Cabinet ready for implementation of new policy in April or May 2022 depending on pre-election publication restrictions.	Yes	7 March 2022	Cabinet		Jennifer Gould 01992 564073	
Tenancy Policy	Current tenancy policy due to expire March 2022. A revised Policy will need to be drafted, consulted on and be taken through governance structure ahead of agreement by Cabinet ready for implementation of new policy in April or May 2022 depending on pre-election	Yes	7 March 2022	Cabinet		Jennifer Gould 01992 564073	

	publication restrictions.						
Housing Strategy	EFDC's current Housing Strategy reaches end of life in March 2022. A revised strategy will need to be taken through governance structure ahead of formal adoption in May or June 2022 depending on Cabinet date in May/June – TBC.	Yes	May / June 2022	Cabinet		Jennifer Gould 01992 564073	
Homelessness and Rough Sleeping Strategy	EFDC's current Homelessness and Rough Sleeping Strategy reaches end of life in March 2022. A revised strategy will need to be taken through governance structure ahead of formal adoption in April or May 2022 depending on pre-election requirements.	Yes	7 March 2022	Cabinet		Jennifer Gould 01992 564073	
Options for Leasehold Recovery	Asking for approval to options to extend timeframe for recovery of leaseholder charges.	No	6 December 2021	Cabinet		Deborah Fenton 01992 56 4221	
Improving Payment Options for Leaseholders	To introduce options for Leaseholders to pay Capital Works over a longer length of time.	Yes	6 December 2021	Cabinet		Deborah Fenton 01992 56 4221	Paper presented to recent Stronger Place SC

ITEM	DESCRIPTION	KEY DECISION	DATE OF DECISION	DECISION MAKER	PRIVATE DECISION	REPRESENTATION ARRANGEMENTS	BACKGROUND PAPERS

WORK PROGRAMME - 1 NOVEMBER 2021 TO 28 FEBRUARY 2022   **PORTFOLIO -   COMMUNITY AND REGULATORY SERVICES**

ITEM	DESCRIPTION	KEY DECISION	DATE OF DECISION	DECISION MAKER	PRIVATE DECISION	REPRESENTATION ARRANGEMENTS	BACKGROUND PAPERS
North Weald Airfield Masterplan	To report back on the interest to develop the identified Masterplanning area on North Weald Airfield. Item to be taken to a Cabinet workshop for discussion.	Yes	8 November 2021 & 7 February 2022	Cabinet		Nick Dawe 01992 56 4000 (2541)	
Markets Policy	To establish a new Markets Policy for the District.	Yes	TBC	Community & Regulatory Services Portfolio Holder		Sally Devine 01992 564149	
Extension of funded Essex Police Community Safety Team	To review the extension of the SLA with Essex Police to fund EFDC Community Policing Team which ends in June 2023.	Yes	June 2022	Cabinet		Caroline Wiggins 01992 564122	Cabinet Reports previously published

WORK PROGRAMME - 1 NOVEMBER 2021 TO 28 FEBRUARY 2022   PORTFOLIO -   CORPORATE SERVICES

ITEM	DESCRIPTION	KEY DECISION	DATE OF DECISION	DECISION MAKER	PRIVATE DECISION	REPRESENTATION ARRANGEMENTS	BACKGROUND PAPERS
Leaseholder Insurance Policy Renewal	The Council's current insurance policy expires on 30 June 2022. A procurement exercise needs to take place to procure a new policy.	Yes	8 November 2021	Cabinet		Paula Maginnis pmaginnis@eppingforestdc.gov.uk	Previous Cabinet report on the re-tender of the Corporate Insurance Policy dated 13 September 2021

Page 161

WORK PROGRAMME - 1 NOVEMBER 2021 TO 28 FEBRUARY 2022   **PORTFOLIO -   PROGRAMMES AND PROJECTS (CABINET MEMBER WITHOUT PORTFOLIO)**

ITEM	DESCRIPTION	KEY DECISION	DATE OF DECISION	DECISION MAKER	PRIVATE DECISION	REPRESENTATION ARRANGEMENTS	BACKGROUND PAPERS

Overview and Scrutiny Committee Work Programme 2021/22

Chairman: Councillor M Sartin

#	ITEM	REPORT DEADLINE	PROGRESS/COMMENTS
1.	Cabinet Business	Ongoing	To review the Executive's programme of Key Decisions at each meeting, to identify appropriate matters for the work programme and provide an opportunity for the overview of specific decisions. To consider any call-ins, as and when they arise.
2.	Group Company Structure	Ongoing ♦ Added to work programme by Agenda Planning Group (29-Oct-20)	To review progress regarding the establishment and operation of the Council's Group Company Structure at each meeting of the Committee. ♦ *NB: At O&S Agenda Planning Group 21.01.21, it was queried if Qualis needed to be a standing item but as all the scrutiny committees would have the opportunity to review their work programmes, this could be revisited in the new municipal year.*
3.	Covid-19 Response and Recovery	Ongoing Added to Work Programme by OSC (22-Jun-20)	To review progress of the Covid-19 Response and Recovery Plan.
4.	Overview and Scrutiny Work Programme 2021/22	3 June 2021	To agree the work programmes for the Overview and Scrutiny Committee and each of the select committees for 2021/22. (First meeting of each municipal year)

V Messenger (updated 08.11.21)

Agenda Item 11

5.	Select Committee Memberships	3 June 2021	To consider nominations for membership of and appoint the Chairman & Vice-Chairman for each Select Committee. (First meeting of each municipal year)
6.	Corporate Priorities 2021/22	3 June 2021	Leader of Council to present the Council's corporate priorities for 2021/22 to the Committee. (First meeting of each municipal year)
7.	New Policy (Trees)	3 June 2021	To pre-scrutinise the new Policy on the Council's approach to trees which are impacting on the safety of its assets. (Cabinet decision due on 21.06.21).
8.	Town Centre Regeneration	8 June 2021 (extra)	To pre-scrutinise town centre regeneration for Loughton, Epping and Buckhurst Hill. (Cabinet decision due on 21.06.21).
9.	Pyrles Lane (Loughton) site	8 June 2021 (extra)	To pre-scrutinise Qualis' acquisition and development of the Pyrles Lane site. (Cabinet decision due on 06.12.21).
21.	Qualis Monitoring Report	8 June 2021 (extra)	To pre-scrutinise the Qualis 2020/21 Q2 monitoring report (due to timing issues, as progress reports go to Stronger Council Select Committee).
10.	Qualis Four-Year Business Plan	1 July 2021 Agreed at Agenda Planning Group (08-June-21)	To pre-scrutinise the Qualis four-year business plan for 2021-2025. (Cabinet decision due on 12.07.21). *(NB: work programme item (11) Business case for the transfer of Corporate Asset management service – this was incorporated into the Qualis Four-Year Business Plan).*
12.	Overview and Scrutiny 2020/21 Annual Report	1 July 2021	To approve the final draft of the Annual Report.

V Messenger (updated 08.11.21)

13.	Local High Streets – Viability and Regeneration	12 October 2021 (Carried forward from 2020/21 work programme)	Report on reconvening the Local High Streets Task and Finish Panel which was postponed during 2020/21 until after the Covid crisis.
14.	Corporate Plan Year 4 2021/22: Q1 Performance	12 October 2021	To review Q1 performance by exception in relation to the Key Performance Indicators & Work Programmes within the Corporate Plan.
22.	Climate change	12 October 2021	Draft progress report (as overarching topic that spanned many services)
16.	Corporate Plan Year 4 2021/22: Q2 Performance	18 November 2021	To review Q2 performance by exception in relation to the Key Performance Indicators & Work Programmes within the Corporate Plan.
25.	Harlow and Gilston Garden Town – Transport Strategy	18 November 2021	To pre-scrutinise transport strategy. (Cabinet decision due 06.12.21)
		7 December 2021 (TBC)	Extra meeting for external scrutiny (if required)
17.	Corporate Plan Year 4 2021/22: Q3 Performance	27 January 2022	To review Q3 performance by exception in relation to the Key Performance Indicators & Work Programmes within the Corporate Plan.
24.	People Team – Induction process	27 January 2022 Added to Work Programme by OSC (12-Oct-21)	To review the induction process in respect of the Council and members.
18.	Epping Forest Youth Council	31 March 2022	Annual Report from the Epping Forest Youth Council on completed and proposed activities.
19.	Elections Planning Progress Report	N/A (~~31 March 2022~~)	REMOVED from work programme by OSC at 01.07.21 meeting as scrutiny undertaken by Stronger Council Select Committee.

V Messenger (updated 08.11.21)

23.	Enforcement Project – stage 1 progress	N/A ~~18 November 2021~~	REMOVED from work programme as scrutiny undertaken by Stronger Places Select Committee.
15.	Transfer of Services to Qualis	TBC	To pre-scrutinise the business case for the transfer of MOT, Fleet and Grounds maintenance. (Cabinet decision TBC)
20.	Environmental Information Requests	TBC	To pre-scrutinise charging for EIRs. (Cabinet decision TBC)

RESERVE PROGRAMME ITEMS		
ITEM	**REPORT DEADLINE/PRIORITY**	**PROGRESS/COMMENTS**
Essex County Council (Children's Services) (Scrutiny of External Organisation)	Carried forward from reserve work programme for 2017/18 and 2018/19. Re: Agenda Planning Group (12-Jan-21)	Recommendation arising from Children's Services Task and Finish Panel requires the Committee to meet with Essex County Council in respect of children's services on an annual basis. The Director of Children's Commissioning attended the meeting in April 2016. To be considered further at a later date. Scope/focus of scrutiny activity and appropriate lines of questioning to be agreed if/when added to ongoing work programme; *Members to consider moving this item up a level in relation to children and Covid in the municipal year 2021/22.*

V Messenger (updated 08.11.21)

**Stronger Communities Select Committee** **Work Programme 2021/22** **Chairman: Cllr J Lea** **Stronger Communities Corporate Programme Alignment focuses on People living longer, healthier and independent lives; Adult and Children were supported in times of need; and People and Communities achieve their potential.**
No.	Item	Deadline	Progress and Comments	Owner (Officer)	Programme of Meetings
1.	The Social Housing White Paper	15 June 2021	COMPLETED	D Fenton	
2.	Our new approach to resident's involvement	15 June 2021	COMPLETED	D. Fenton	
3.	Waltham Abbey Community & Cultural Hub (Feasibility on Epping Forest culture and community hub)	15 June 2021	COMPLETED Detailed proposal to be considered	J. Gould	15 June 21 21 Sept 21 11 Jan 22 1 Mar 22* (meeting solely for Ch/Inp Annual reports) 22 Mar 22
4.	"What are our customers telling us?" and update on the Customer Services Strategy	15 June 2021	Quarter 1 Report – Committee was updated. The figures for Q1 would not be available until 30 June.	S. Lewis/ R. Pavey	
		21 Sept 2021	Quarter 2 Report – Committee was updated.		
			Quarter 3 Report		
			Quarter 4 Report		
5.	Six-month report on the work of the Council-funded Police Officers	21 Sept 2021	COMPLETED	C. Wiggins	

(Last Updated 1.11.21) R. Perrin

6.	EFDC Museum Collections	21 Sept 21	To consider the high-level action Plan for the programme of work over 3 years, sent out in the Corporate performance Reporting Q3 and requested at O&S on 19.11.20.	F. Pellegrino/ J. Gould	
7.	Homelessness and Rough Sleeping Strategy Review	~~21 Sept 21~~ 22 March 22	EFDC's current Homelessness and Rough Sleeping Strategy reaches end of life in March 2022. A revised strategy will need to be taken through governance structure ahead of formal adoption in March 2022.	J Gould	
8.	Allocations Scheme Review	~~21 Sept 21~~ 1 March 22	Current allocations policy due to expire March 2022. A revised Policy will need to be drafted, consulted on and be taken through governance structure ahead of agreement by Cabinet ready for implementation of new policy in April 2022.	J Gould	
9.	Tenancy Policy Review	~~21 Sept 21~~ 1 March 22	Current tenancy policy due to expire March 2022. A revised Policy will need to be drafted, consulted on and be taken through governance structure ahead of agreement by Cabinet ready for implementation of new policy in April 2022.	J. Gould	
10.	Overarching Housing Strategy	~~21 Sept 21~~ 22 March 22	EFDC's current Housing Strategy reaches end of life in March 2022. A revised strategy will need to be taken through governance structure ahead of formal adoption in April 2022.	J. Gould	
11.	Domestic Abuse Act	11 Jan 22	A briefing to members on the Act and the Strategy and impact on EFDC.	J. Gould/ C. Wiggins	
12.	Market Strategy	11 Jan 22		S. Devine	
13.	Sheltered Housing	11 Jan 22	Alarm upgrades in Sheltered housing.	D. Fenton	
14.	Presentation from the District Police Commander	1 March 2022	Annual Report	C. Wiggins	
15.	Community Safety Partnership annual report and review of the district Strategic Intelligence Assessment	1 March 2022	Annual Report	C. Wiggins	

(Last Updated 1.11.21) R. Perrin

16.	Housing Associations	TBC	To consider how the Council could scrutinise housing associations. Requested O&S 3.06.21 Supported by the Committee 15.06.21	J. Gould	
17.	Data insight led review of customer service outlets	TBC	Options and recommendations for short, medium and long-term options		
18.	Digital Inclusion	TBC		S Lewis	
19.	Unaffordable rents	TBC	To report on the numbers of social rents and affordable rents for properties being built under the Council Housebuilding programme and those being bought under right to buy receipts. (O&S 12.10.21)		

(Last Updated 1.11.21) R. Perrin

This page is intentionally left blank

		Stronger Council Select Committee Work Programme 2021/22 Chairman: Councillor P Bolton				
No.	Item	Deadline	Progress and Comments	Programme of Meetings	Lead Officers
1.	Corporate Plan Action Plan (KPI's by exception) – performance scrutiny	Corporate Action Plan KPI's, Q1 Apr, May, Jun – 20 July 2021 meeting Q2 Jul, Aug, Sept - 16 Nov 2021 meeting Q3 Oct, Nov, Dec - 18 Jan 2022 meeting Q4 Jan, Feb, Mar – 14 Apr 2022 meeting Live system reporting – by exception. No pre- distributed reports, projection of live data on the night.		20 July 2021 14 Sept. 2021 16 Nov. 2021 18 January 2022 03 March 2022 14 April 2022	James West?
2.	People Strategy	20 July and 16 Nov. 2021 – 18 January 2022 & 14 April 2022 Project reporting, issues focussed.			Paula Maginnis Jo Budden
3.	Digital Enablement	Prioritisation of Council Technology strategy.			Paula Maginnis Maryvonne Hassall
4.	Accommodation	20 July and 16 Nov. 2021 - & 18 January 2022 Project reporting, issues focussed			Maryvonne Hassall

A. Hendry (October 2021)

5.	Financial Planning	Scrutiny of MTFP 21/22 onwards			Andrew Small / Christopher Hartgrove
6.	Budget scrutiny	Qtr. 1 Budget Monitoring Rtp. 2021/22 – 14 September 2021; Qtr. 2 Budget Monitoring Rtp. 2021/22 – 16 November 2021; Qtr. 3 Budget Monitoring Rtp. 2021/22 – 3 March 2022 2022/23 budget setting 18 January 2022	Budget Monitoring Reports (Revenue and Capital Outturn for 2020/21)		Andrew Small
7.	Asset Management Strategy	Council Asset Strategy (new)	Approved by the Cabinet 13/06/19 and referred to Council 30/07/19 for adoption.		Andrew Small
8.	Review of Local Elections 2021	14 September 2021			Gary Woodhall
9.	Quarterly Budget Monitoring Report				Andrew Small/ Chris Hartgrove
10.	Quarterly Qualis Monitoring	14 Sept 2021			Andrew Small
11.	Report on new election legislation on Voter ID and any financial implications for the Council. when information was available.	TBC			Gary Woodhall
12	Learning and Development	18 January 2022			Julie Dixon

A. Hendry (October 2021)

			Stronger Place Select Committee Work Programme 2021/22 Stronger Place Corporate Programme Alignment focuses on corporate objectives and our response to Covid-19 recovery.		
No.	Item	Deadline	Progress and Comments	Member/Officer	Programme of Meetings
1	Harlow and Gilston Garden Town (HGGT) – Transport Strategy	tbc	To be considered by O& S 18 Nov 2021		22Jun 2021 23 Sept 2021 4 Nov 2021 13 Jan 2022 15 Mar 2022
2	Local Plan	tbc	Update on Main Modifications		
3	Branding of the Ground Floor of the Civic Offices	23 Sept 2021	COMPLETED		
4	PAH & Whipps Cross	13 Jan 2022	MOVE TO O & S		
5	Waste Management	4 Nov 2021	Contract/service options and retender -COMPLETED	J Warwick	
6	Off-Street Car Park Tariff Review	4 Nov 2021	COMPLETED	J Warwick	
6	Littering	tbc	Consider littering across the District		
7	District Wide Leisure Services Development		Further to discussion at O & S 12 Oct 2021 (minute no 47 and 49) this item will be discussed at the next joint meeting in January 2022.		
8	Town Centre Progress Report	13 Jan 2022			
9	Public Transport services including Taxis.	15 Mar 2022			
10	Traffic control, Cycle Lanes, Electric Scooters. Electric charging	15 Mar 2022			
11	Highways.	tbc			
12	Country Care	tbc			
13	Land Drainage	tbc			
14	Flooding and SuDS	tbc	Dependency on several agencies: Environment Agency/Highway		
15	Tree Preservation.	tbc			
16	Climate Change		Considered by O & S		

Revised 8 Nov 2021

17	Enforcement	13 Jan 2022			
18	Essex Highways	4 Nov 2021	External update form ECC Portfolio Holder _COMPLETED		

Revised 8 Nov 2021