

Shaping Stortford Steering group

Wednesday 28th November 2018 @ 15:30
Charringtons House Rooms A & B

MINUTES

Present:	Cllr Gary Jones (GJ)	-	EHC Deputy Leader & Chair
	Helen Standen (HS)	-	East Herts Council
	Anjeza SaliAj (AS)	-	EHC – Project Manager
	Nicci Statham (NS)	-	Chamber of Commerce
	Peter Douglas (PJD)	-	Resident Reference Group
	Karen Burton (KB)	-	BID Chair
	James Parker (JP)	-	CE of BS Town Council
	Adam Wood (AW)	-	LEP Representative
	Cllr Colin Woodward (CW)	-	BS Member
	Peter Morrow (PM)	-	AECOM - Associate Director
	Simon Willison (SW)	-	AECOM – Associate Director
	Sally Andrews	-	East Herts Council, Parking Manager
	Kate Collins (KC)	-	PA (Minutes)
Apologies:	Patsy Dell (PD)	-	Herts County Council
	Kevin Steptoe (KS)	-	East Herts Council
	Naomi Holloway (NH)	-	Resident Reference Group

1. Minutes of previous meeting – Wednesday 24th October 2018 and matters arising

1.1 Agreed as an accurate record. All actions complete or in progress unless mentioned below.

Matters arising:

- 1.1. Solum/Goods Yard. A further implementation meeting was held on 15th November. Solum are willing to come to a future meeting and update on their proposed development roll-out/timing.
- 1.2. Retail offer on ORL. AS will continue to keep the business representatives updated on this.
- 1.3. The Mill (project no 7) – a provisional meeting date needs to be agreed.
- 1.4. SS agenda programme and HCC sustainable travel towns are now on the agenda.
- 1.5. Minute 6.2 action from 24 October is carried forward. PD to invite someone to explain the feasibility study regarding closures of North Street and South Street

2. Minutes of the last two ORL Delivery Board meetings 2018

- 2.1. KB's email address to be amended to info@karenscakes.co.uk
- 2.2. The September minutes were circulated and had been talked through at the last meeting with the papers in the public domain for EHC Committee meetings. The meeting covered the draft Heads of Terms between EHC and the developers, which are subject to negotiation with them. The total figure for the Arts & Entertainment Centre is £28million. Estimated budget and business case for multi-storey car park and land assembly required are part of the papers too.
- 2.3. The November ORL minutes have not yet been approved and are awaiting formal approval in December's meeting.

3. Agenda Programme

- 3.1 AS briefly went through the agenda programme for the next six months with the next meeting taking place on Wednesday 9th January at Charringtons. The programme was agreed subject to guest availability on allocated dates. The rest of the programme has been discussed with AECOM and they are happy to deliver the 1st stage report before Christmas.

4. BS Parking Strategy Approach

- 4.1 SW and PM from AECOM came along to give a presentation to the group with PM currently leading the project.
- 4.2 PM went through in detail the 'Bishop's Stortford Parking Strategy' presentation with the group.
- 4.3 Overview of the presentation included
 - Background – AECOM commissioned to develop an off street car parking strategy for Bishop's Stortford on behalf of EHDC which follows on from some recent parking demand studies for the town. AECOM has already developed a Transport Options report which will sit alongside the Parking Strategy to form an overall Transport Strategy.
 - What does a Parking Strategy seek to do? – Examples are that a Parking Strategy supports the local economy, takes place in appropriate locations, helps to support sustainable transport and promotes connectivity.
 - Examples from elsewhere – AECOM has recently developed parking strategies for: Gloucester, Belfast, Lisburn, Mid Ulster, Causeway Coast, Fermanagh & Omagh, Ards & North Down and Antrim & Newtownabbey.
 - Linkages – Transport Strategy context is that there has been a 7.3% increase in the local population (now 41.5k) with diverse population needs, commuting from out of town (large rural catchment).
 - Strategy Stages and Deliverables are:-
 - **Stage 1 - Baseline Review** which will include accessing and evaluating existing car parking provision, surveys of use, policy

and strategic context, reviewing management and operational issues and consulting with privately owned publicly available parking providers. **Timeline Nov-Dec 18.**

- **Stage 2 - Current Issues, Challenges and Trends** which will include identifying and discussing issues in terms of parking behaviour, management, parking location and availability, exploring best practice operating models, consulting with key stakeholders and evaluating against transport option proposals. **Timeline Jan 19.**
- **Stage 3 – Formulation of Strategy and Action Plan** Time bound and detailed action plan of interventions. **Timeline Feb 19.**

- Next Steps are:-

- Complete Stages 1 and 2
- Meet regularly with Shaping Stortford
- Consult with key stakeholders
- Develop online car park user survey
- Stage 3 – draft parking strategy
- Completion in February 2019

4.4 At the end of the presentation, questions from the group were as follows: PJD asked if they collect people's postcodes which can then be mapped and also asked if AECOM have a link with regards to cycling. JP asked whether current issues are being looked at and also what about future issues and making sure they are implemented and on what timeframe. GJ questioned the numbers, i.e. currently states 10,000 people; however this looks closer to 25% increase in population. NS mentioned that she would be keen to hear about younger people and their transport choices. JP asked AECOM if they know of examples of towns of a similar size that have radically different approaches and if possible could we be shown an example of this. GJ asked that we have a baseline that we can then look at in the New Year.

5. Herts Sustainable Travel Towns

- 5.1 A report went to HCC (GRIPE) on 14th November HCC asking for different areas in Herts for applications to come forward. Due to be launched imminently.
- 5.2 NS asked how much is on offer and what the anticipated cost of the programme will be. The application process is likely to be tough but not a wasted effort and will have done preparatory work here which is good. AW encouraged private sector trying to find something a bit different to make Bishop's Stortford stand out.
- 5.3 HS said that a nomination pack will be good before the next meeting. CW mentioned that the local transport summit is taking place in Letchworth tomorrow. GJ mentioned the Healthy Streets Toolkit which has simple single page summary

6. **Waterside Stortford update**

6.1 JP gave a presentation and update to the group. GJ suggested checking the links with the Allied and Morrison Framework for a better understanding of the river priorities and what else needs to be tackled. JP advised that the focus of Waterside Stortford is on leisure rather than on sustainable travel links. A meeting between JP and AS to be arranged.

7. **AOB and items for future agenda**

7.1 None

Next Meeting: Wednesday 9th January at 3.30pm 2018 @ 15:30 held at Charringtons House

DRAFT