

# COMMUNITY DEVELOPMENT GROUP AGENDA

**Wednesday, 7<sup>th</sup> April 2021 at 7.15pm**

In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting will be held via Zoom and by the Council's YouTube channel – Braintree District Council Committees.

Members of the public will be able to view and listen to this meeting via YouTube.  
To access the meeting please use the link below:

<http://www.braintree.gov.uk/youtube>

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**Members of the Community Development Group are requested to attend this meeting to transact the business set out in the Agenda.**

Councillor Mrs C Dervish  
Councillor Mrs D Garrod (Chairman)  
Councillor A Hensman (Vice Chairman)  
Councillor Mrs I Parker  
Councillor Mrs J Pell

Councillor Mrs L Walters  
Councillor Miss M Weeks  
Councillor Mrs S Wilson  
Councillor B Wright

Members unable to attend the meeting are requested to forward their apologies for absence to the Governance and Members Team on 01376 552525 or email [governance@braintree.gov.uk](mailto:governance@braintree.gov.uk) by 3pm on the day of the meeting.

A WRIGHT  
Chief Executive

## INFORMATION FOR MEMBER – DECLARATIONS OF MEMBERS' INTERESTS

### Declaration of Disclosable Pecuniary Interests (DPI), Other Pecuniary Interests (OPI) or Non-Pecuniary Interests (NPI).

Any Member with a DPI, OPI or NPI must declare the nature of their interest in accordance with the Code of Conduct. Members must not participate in any discussion of the matter in which they have declared a DPI or OPI or participate in any vote, or further vote, taken on the matter at the meeting. In addition, the Member must withdraw from the Chamber where the meeting considering the business is being held unless the Member has received a dispensation from the Monitoring Officer.

### Public Question Time – Registration and Speaking:

In response to the Coronavirus the Council has implemented procedures for Public Question Time for its virtual meetings which are hosted via Zoom.

The Agenda allows for a period of up to 30 minutes for Public Question Time.

Participation will be via the submission of a written question or statement which will be read out by an Officer or the Registered Speaker during the meeting. All written questions or statements should be concise and should be able to be read **within 3 minutes** allotted for each question/statement.

Members of the public wishing to participate are requested to register by contacting the Governance and Members Team on 01376 552525 or email [governance@braintree.gov.uk](mailto:governance@braintree.gov.uk) by midday on the working day before the day of the Committee meeting. For example, if the Committee meeting is due to be held on a Tuesday, the registration deadline is midday on Monday, (where there is a bank holiday Monday you will need to register by midday on the previous Friday).

The Council reserves the right to decline any requests to register for Public Question Time if they are received after the registration deadline.

Upon registration members of the public may indicate whether they wish to read their question/statement or to request an Officer to read their question/statement on their behalf during the virtual meeting. Members of the public who wish to read their question/statement will be provided with a link to attend the meeting to participate at the appropriate part of the Agenda.

All registered speakers are required to submit their written questions/statements to the Council by no later than 9am on the day of the meeting by emailing them to [governance@braintree.gov.uk](mailto:governance@braintree.gov.uk). In the event that a registered speaker is unable to connect to the virtual meeting their question/statement will be read by an Officer.

Questions/statements received by the Council will be published on the Council's website. The Council reserves the right to remove any defamatory comment in the submitted questions/statements.

The Chairman of the Committee has discretion to extend the time allocated for public question time and to amend the order in which questions/statements are presented to the Committee.

**Documents:** Agendas, Reports, Minutes and Public Question Time questions and statements can be accessed via [www.braintree.gov.uk](http://www.braintree.gov.uk)

**Data Processing:** During the meeting the Council will be collecting performance data of participants' connectivity to the meeting. This will be used for reviewing the functionality of Ms Teams/Zoom and YouTube as the Council's platform for virtual meetings and for monitoring compliance with the legal framework for Council meetings. Anonymised performance data may be shared with third parties.

For further information on how the Council processes data, please see the Council's Privacy Policy. [https://www.braintree.gov.uk/info/200136/access\\_to\\_information/376/privacy\\_policy](https://www.braintree.gov.uk/info/200136/access_to_information/376/privacy_policy)

We welcome comments to make our services as efficient and effective as possible. If you have any suggestions regarding the meeting you have attended, you can send these to [governance@braintree.gov.uk](mailto:governance@braintree.gov.uk)

**1 Apologies for Absence**

**2 Declarations of Interest**

To declare the existence and nature of any Disclosable Pecuniary Interest, other Pecuniary Interest or Non-Pecuniary Interest relating to items on the agenda having regard to the Code of Conduct for Members and having taken appropriate advice where necessary before the meeting.

**3 Minutes of the Previous Meeting**

To approve as a correct record the minutes of the meeting of the Community Development Group held on 17<sup>th</sup> February 2021 (copy previously circulated).

**4 Public Question Time**

(See paragraph above)

**5 Scrutiny Review into Cycling and Walkin in the Braintree District - Evidence Gathering Session**

Mr Peter Kohn, representative from the Earls Colne to Kelvedon Cycleway Project, has been invited to attend the meeting as part of the evidence gathering sessions for the Scrutiny Review.

During this session, Mr Kohn will speak to Members on the Cycleway Project and his experiences thus far, the successes and challenges and the impact on both residents and local communities. Members will then be invited to ask their questions of Mr Kohn.

**6 Scrutiny Review into Cycling and Walking in the Braintree District - Online Resources from Essex County Council**

**5 - 12**

**7 Urgent Business - Public Session**

To consider any matter which, in the opinion of the Chairman, should be considered in public by reason of special circumstances (to be specified) as a matter of urgency.

<b>Scrutiny Review into Cycling and Walking in the Braintree District – ECC Online Resources Research</b>		<b>Agenda No: 6</b>
<b>Portfolio</b>	<b>Environment and Place</b> <b>Planning and Housing</b> <b>Economic Development</b> <b>Health and Communities</b>	
<b>Corporate Outcome:</b>	<b>A sustainable environment and a great place to live, work and play</b> <b>A well connected and growing district with high quality homes and infrastructure</b> <b>Residents live well in healthy and resilient communities where residents feel supported and businesses and reducing costs to taxpayers</b>	
<b>Report presented by:</b> <b>Report prepared by:</b>	<b>Emma Wisbey, Governance and Members Manager</b> <b>Councillor Miss M Weeks, Member of the Community Development Group, Emma Wisbey, Governance and Members Manager and Jessica Mann, Governance and Members Officer</b>	
<b>Background Papers:</b>	<b>Public Report</b>	
N/A – see report for links.	<b>Key Decision: No</b>	
<b>Executive Summary:</b>		
<p>At the last meeting of the Community Development Group, Councillor Miss Weeks agreed to undertake research looking at what information is already available on the Essex County Council website regarding cycling and walking in the Braintree District.</p> <p>This report sets out results of the research of the County Council’s website and provides links to the resources which are relevant to this Scrutiny Review for the Members resource library and evidence gathering.</p>		
<b>Recommended Decision:</b>		
<p>Members are asked to note the online resources included within the report and from these to identify any further enquiries or areas of research.</p>		
<b>Purpose of Decision:</b>		
<p>To assist the Community Development Group with building a pervasive list of evidence that supports the findings of their Scrutiny Review.</p>		

**Any Corporate implications in relation to the following should be explained in detail.**

<b>Financial:</b>	No matters arising out of this report.
<b>Legal:</b>	No matters arising out of this report.
<b>Safeguarding:</b>	No matters arising out of this report.
<b>Equalities/Diversity:</b>	No matters arising out of this report.
<b>Customer Impact:</b>	No matters arising out of this report.
<b>Environment and Climate Change:</b>	No matters arising out of this report.
<b>Consultation/Community Engagement:</b>	No matters arising out of this report.
<b>Risks:</b>	No matters arising out of this report.
<b>Officer Contact:</b>	Jessica Mann
<b>Designation:</b>	Governance and Members
<b>Ext. No:</b>	2607
<b>E-mail:</b>	Jessica.mann@braintree.gov.uk

## **Scrutiny Review into ‘Cycling and Walking in the Braintree District’ Research into the Online Resources from Essex County Council**

Officers in the Governance and Members Team have worked jointly with Councillor Miss M Weeks to carry out research into the online resources available in respect of information on cycling and walking. This reports sets out the findings of the research into Essex County Council’s website.

Members are asked to note that this report contains a number of website and documents links to enable Members to review and consider in the context of the terms of reference for this scrutiny review.

Essex County Council is the Highway and Transport Authority and the Authority responsible for the Definitive Map of Public Rights of Way for the Braintree District.

Essex County Council’s website is challenging and appears to rely upon the user having a level of knowledge to successfully navigate to the desired content on the subsidiary website of Essex Highways - <https://www.essexhighways.org/>, which contains information on Cycling and Walking which is accessed via the “[getting around](#)” section of the website.

### **Walking**

The information on walking is set out in two sections, [Public Rights of Way](#) and [Walking](#). The content of these webpages focus on the “leisure and recreational” walking, providing useful resources for walkers including links to the Definitive Map of Public Rights of Way, Maps for walks and guidance for responsible use of the Public Rights of Way network.

These pages also provide links to other websites for recreational walking such as Visit Essex and Essex Country Parks and contact details for national walking groups and initiatives such as the Health Walking Groups.

There was little information which could be found in respect of walking as a means of transport within this section of the website, however a link was provided to the County Council’s [Essex Walking Strategy](#).

The Essex Walking Strategy has been produced by Essex County Council in response to the Government’s requirement for Highway Authorities to produce a walking strategy as part of their Local Transport Plan (LTP).

*The website states that the Strategy...“outlines in detail the steps being taken to encourage walking at present and the direction that will be taken in the future. The Walking Strategy outlines the problems and opportunities associated with walking in Essex. It brings together all Essex County Council’s policies concerning walking and puts them into a national context.*

*The document contains objectives and targets set for walking and identifies the strategies for achieving them. It also states how the strategy will be implemented and monitored in order to ascertain whether it has been successful in meeting the targets”...*

The Walking Strategy is dated August 2001 and appears to be the current strategy.

The Essex Transport Strategy and the Local Transport Plan for Essex, is also available on the Essex Highways' website.

The [Local Transport Plan](#) sets out the County Council's approach transport in Essex.

The website states the Local Transport Plan:

*"...sets out our aspirations for improving travel in the county, demonstrating the importance of meeting these aspirations to achieving sustainable long-term economic growth in Essex and enriching the lives of our residents*

*...This third Local Transport Plan is wider in scope than previous plans, providing a framework for the effective and efficient delivery of all transport services provided by or on behalf of the Council. It will inform and guide our work with other organisations and local communities across Essex, ensuring that transport services are delivered in ways which effectively respond to local needs and offer good value for money to local taxpayers*

*..The publication of the plan will not be the end of the process; we will continue to monitor and report on the delivery of the local transport plan. Each of the five outcomes will be monitored by a suite of performance indicators that will together give a broad measure of the effectiveness of our plan allowing Essex residents to assess the performance of the local transport plan and compare Essex against similar authorities elsewhere in England. It will require us to continue to work together with transport operators, borough and district councils and our wider partners."*

The Local Transport Plan is dated June 2011 and appears to be the current Plan.

While both the Walking Strategy and Local Transport Plan have been place for some time, they are relevant documents which set out the County Council's policies and strategies for pedestrian routes and networks, improving the environment for walking, pedestrianisation and recreational walking and walking for health. While these documents are prepared for the whole of the County, they are relevant to the District.

## **Cycling**

This part of the website contains substantial information about Cycling in the County which spans from [local Map and initiatives](#) (which has a section for each of the Districts/Boroughs in Essex), information on strategies, [Cycling Programme](#), cycle education and guidance including [Cycle training](#), maintenance, cycling to school and work and route planning.

The website includes links to a number of external organisations, including cycling charities, such as Active Essex, British Cycling and Sustrans.

This page also has a link to the Cycle Essex social media platform which includes post by Essex Highways in respect of Cycling and walking

It should be noted that there was much more information available on the ECC website in terms of cycling than walking.

The [Essex Cycling Strategy](#) (November 2016) is also published on the website.

This Strategy has been produced in conjunction with County Council, the 12 Essex Districts/Boroughs, the two Unitary Authorities (Southend-on-Sea and Thurrock) and other key stakeholders. It states that it takes into “*account of current UK policy, data on cycling levels within Essex and best practice from around the world.*”

The strategy document contains three sections:

*Section 1 Explains why cycling is important to Essex, summarises its main benefits and highlights its importance to Essex County Council’s seven key Outcomes.*

*Section 2 Sets out the nine areas of strategic action that we believe are necessary to deliver the growth in cycling we want to see as a local authority.*

*Section 3 Summarises the monitoring regime we will adopt to assess the effectiveness of the Strategy and the Performance Indicators we will use to track progress. This section also outlines potential funding options.*

### **Braintree ‘Local Cycling and Walking Infrastructure Plan**

The Essex Highways website also provides information on the [Braintree ‘Local Cycling and Walking Infrastructure Plan’ \(LCWIP\)](#) developed by Essex County Council to encourage and make walking and cycling safer.

A Government led initiative, LCWIPS look to support a move to more sustainable forms of travel, particularly for shorter journeys. They are designed to improve the links to key destinations that people need to get to, whether for work, education, shopping or for other reasons<sup>1</sup>.

Currently information on the websites includes the improvements to London Road, Braintree.

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<sup>1</sup> Local Cycling and walking Infrastructure Plans – [Technical Guidance for Local Authorities](#) - April 2017

## **Additional Resources for Scrutiny Review into Walking and Cycling**

### **List of 'Cycling' Links and Resources:**

- <https://www.essexhighways.org/getting-around>
- <https://www.essexhighways.org/discover-essex-by-bike>
- <https://www.essexhighways.org/routes-and-maps>
- <https://www.essexhighways.org/getting-around/cycling/routes-and-maps>
- 'Cycling Map' for Braintree and Witham:



Braintree-Witham.pdf

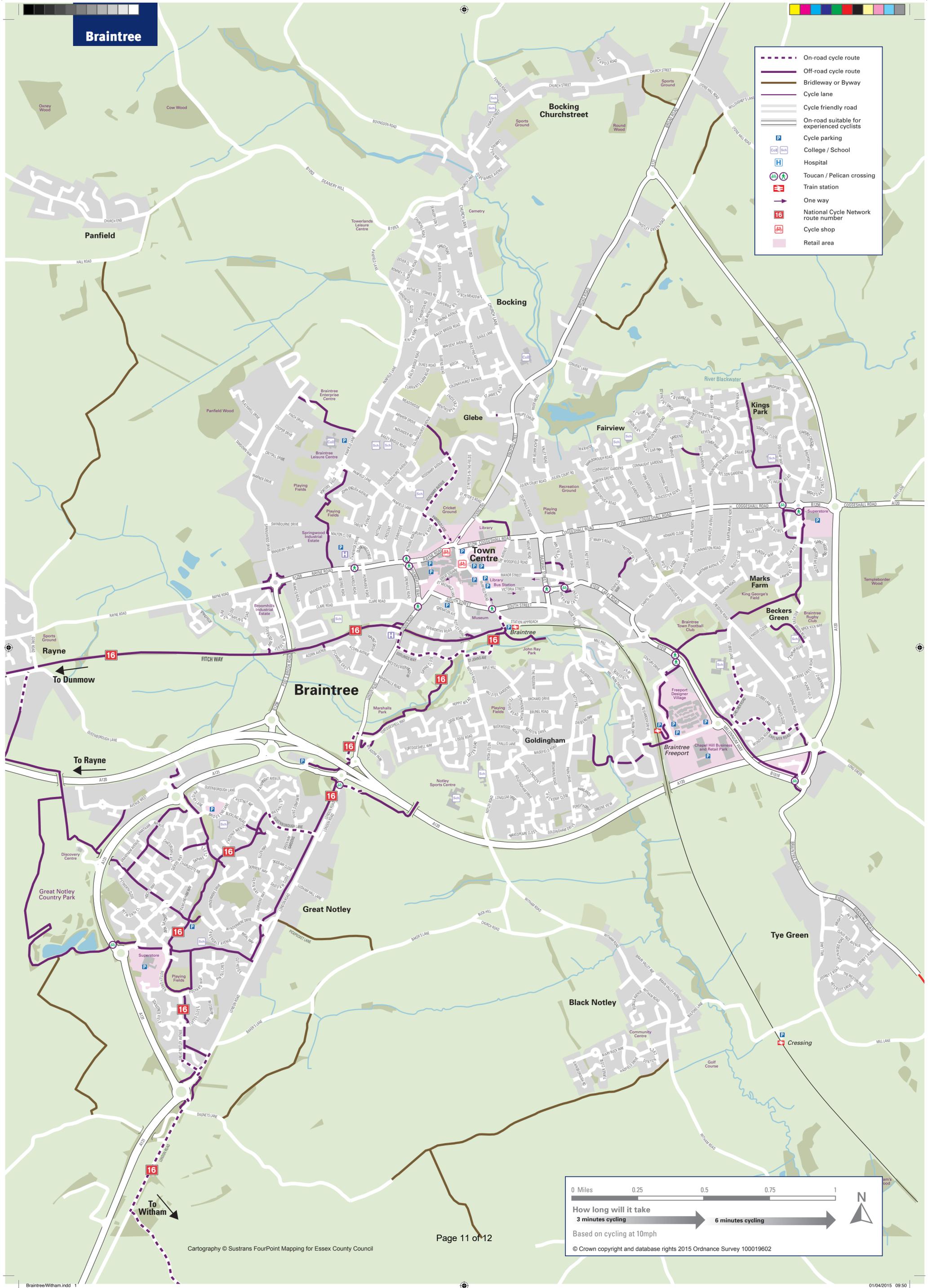
### **List of 'Walking' Links and Resources**

- <https://www.essexhighways.org/public-rights-of-way>
- [https://www.essexhighways.org/uploads/downloads/essex\\_walking\\_strategy.pdf](https://www.essexhighways.org/uploads/downloads/essex_walking_strategy.pdf)
- <https://www.essexhighways.org/groups-and-organisations>

### **General 'Cycling and Walking' Links and Initiatives**

- Landing page for 'Accessible Transport' on ECC Website:  
<https://www.essex.gov.uk/accessible-transport>
- Information on the Braintree 'Local Cycling and Walking Infrastructure Plan' (LCWIP) developed by Essex County Council:  
<https://www.essexhighways.org/london-road-braintree>

- On-road cycle route
- Off-road cycle route
- Bridleway or Byway
- Cycle lane
- Cycle friendly road
- On-road suitable for experienced cyclists
- Cycle parking
- College / School
- Hospital
- Toucan / Pelican crossing
- Train station
- One way
- National Cycle Network route number
- Cycle shop
- Retail area



0 Miles 0.25 0.5 0.75 1

How long will it take  
 3 minutes cycling → 6 minutes cycling

Based on cycling at 10mph

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# Braintree & Witham Cycling map

This information is issued by Essex County Council, Sustainable Travel Team.

You can contact us in the following ways:

**By email:**  
contact@essex.gov.uk

**Visit our website:**  
essex.gov.uk/cycling

**By telephone:**  
0845 603 7631

**By post:**  
Essex County Council  
Economic Growth and Development  
County Hall  
Chelmsford  
Essex CM1 1QH

The information contained in this document can be translated, and / or made available in alternative formats, on request.

Published March 2015



## Share the space

Whether you cycle on the road or on designated cycle paths you will have to share the space.

### On shared off-road facilities please remember:

- Pedestrians are more vulnerable than a cyclist
- Keep an appropriate speed for the type of route you are using and the number of other users
- Lights are required at night, even on cycle paths – other users need to see you and you need to see where you are going.

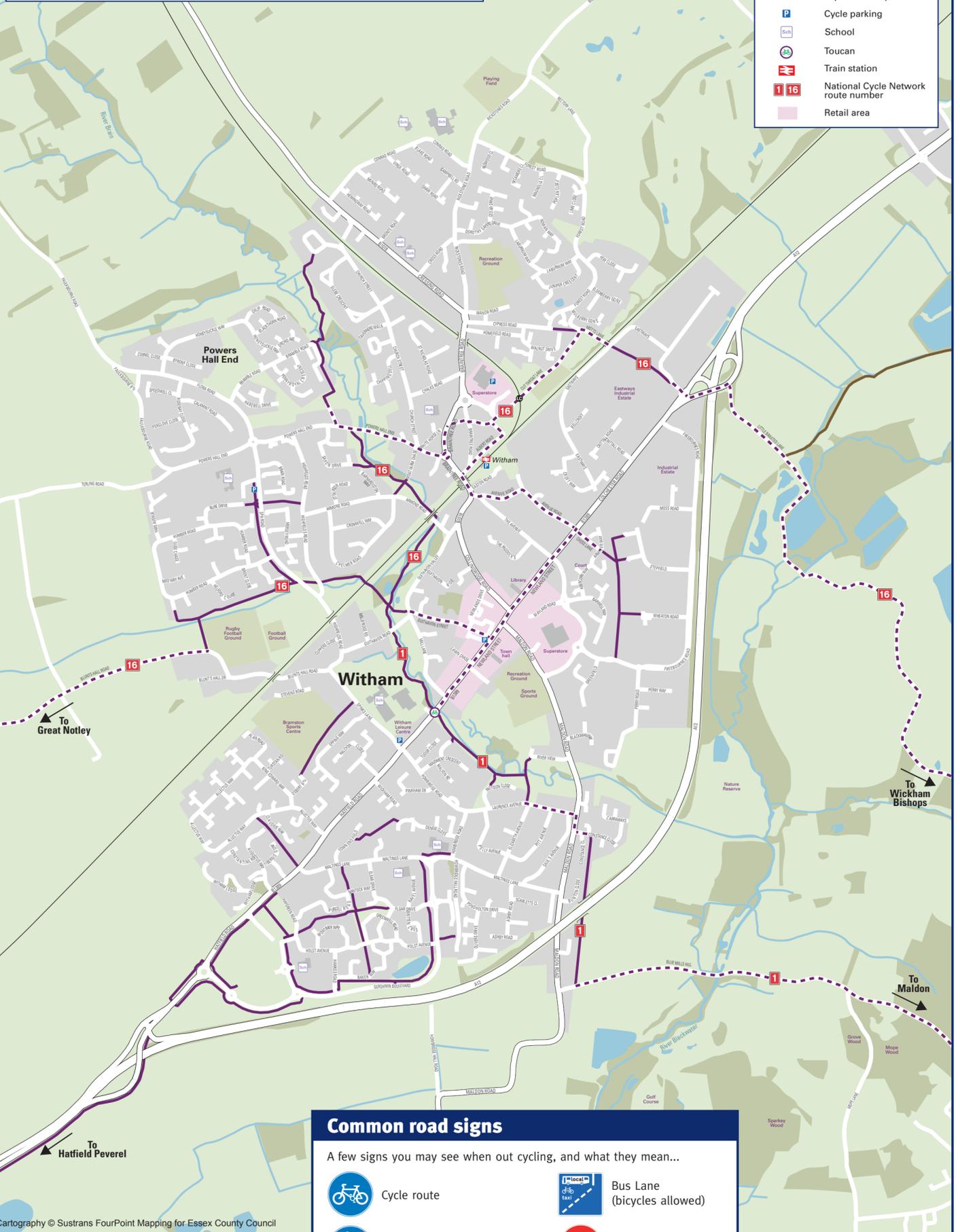
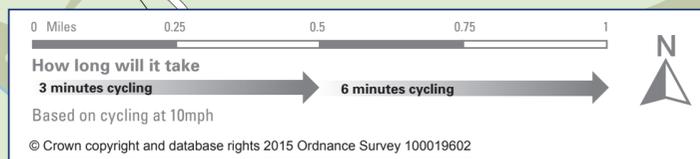


Image courtesy of Transport for London

### On the road:

- We all have an equal right to the road space whether on two wheels or four
- Be decisive and hold your line
- Cycling and cyclists benefit everybody by reducing congestion and maximising road capacity
- Jumping red traffic lights and riding on pavements is not only illegal it is also dangerous and reinforces negative attitudes about cycling
- Advance stop lines and cycle lanes are for cyclists' safety
- As a driver, look out for cyclists and give them lots of room
- Cyclists should take extra care around large vehicles – do not undertake on the inside; they may not see you.

## Witham



Cartography © Sustrans FourPoint Mapping for Essex County Council

## Why not cycle to...

### The Flitch Way

A country park passing through fifteen miles of countryside along the former Bishop's Stortford to Braintree railway, in the heart of rural Essex. The Flitch Way is ideal for a traffic-free day out and perfect for cycling. Its name comes from a medieval ceremony, which originated in Little Dunmow and which still takes place every four years. The ceremony involved married couples trying to prove that they hadn't argued for a year and a day – if successful they were awarded with a Flitch (or side) of bacon.



## Common road signs

A few signs you may see when out cycling, and what they mean...

- |   |                               |
|---|-------------------------------|
| Cycle route                                 | Bus Lane (bicycles allowed)   |
| Shared route for pedestrians / cyclists     | No entry (including bicycles) |
| Segregated route for pedestrians / cyclists | No cycling                    |

Always cycle safely and respect other road and path users.

## Cyclists' training

Cyclist Training is available throughout the county to a wide range of ages and abilities.

Essex County Council provides training through the Bikeability Scheme, which is offered to all primary and secondary schools. Bikeability is cycling proficiency for the 21st Century, designed to give the next generation the skills and confidence to ride their bikes on today's roads.

Training is also available for adults and can be focused around your needs; we can help you find a provider in your local area.

If you are interested in finding out more about the training that is available please contact [RoadSafety@essexhighways.org](mailto:RoadSafety@essexhighways.org)

Or for more information about Bikeability [www.dft.gov.uk/bikeability](http://www.dft.gov.uk/bikeability)

## Be Safe, Be Seen

Ensure you are visible to others. Wear fluorescent items in the daytime and reflective at night. The extra visibility given by these materials can give other road users a few extra seconds of 'reaction time'.

When cycling at night you must have a white front light, red back light and red reflector – all in good working order. Aside from the safety risks, it is an offence to cycle at night without lights and reflectors.

Keep all lights and reflectors clean and clear of obstruction. You can also use spoke and pedal reflectors with most types of wheels and pedals.

Road position can also make a huge difference to your visibility whilst cycling, ride at least one metre from the kerb and consider taking the primary position (in the centre of the lane) at junctions and pinch points, especially in low light conditions.