

A120 Meeting notes

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Essex County Council

Purpose	A120 Colchester Borough Forum		
Project	A120 Feasibility Study	Date/Time	12th February 2016
Location	Colchester Town Hall, Grand Jury Room	Prepared by	Philippa Garden

Attendance					
Cllr	Dominic	Graham	DG	Portfolio Holder for Street and Waste Services	Colchester Borough Council
Cllr	Elizabeth	Blundell ()	EB	Marks Tey Ward	Colchester Borough Council
Cllr	Peter	Chillingworth	PC	Great Tey Ward	Colchester Borough Council
Mr	Paul	Wilkinson	PW	Transportation Policy Manger	Colchester Borough Council
Cllr	Allan	Walker	AW	Chairman	Marks Tey Parish
Cllr	Katherine	Evans	KE	Parish Councillor	Feering Parish
MS	Jayne	Richardson	JR	Member	Colchester Civic society
Ms	Gail	Gibbs	GG	Vice-Chair Neighbourhood plan	Marks Tey Parish
Mr	Chris	Stevenson	CS	Head of Commissioning, Connected Essex, Integrated Transport	Essex County Council
Mr	Alan	Lindsay	AL	Transport Strategy & Engagement Manager	Essex County Council
Ms	Philippa	Garden	PG	A120 Engagement lead	Jacobs
Ms	Lisa	Levy	LL	Director of Engagement	Jacobs

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Mr	Rob	Davenport	RD	A120 Project Manager	Jacobs
Apologies					
Mr	Ian	Vipond	IV	Strategic Director, Commercial & Place,	Colchester Borough Council
Mr	Alan	Stones	AS	Member	A12 Village Action Group
Cllr	Roger	Fairs	RF	Parish Councillor	Great Tey Parish

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Agenda item	Notes	Action ref no.
1	<p>Welcome and introduction to the A120 Colchester Borough Community Forum</p> <p>CS opened the forum with introductions to the Essex CC team and an overview of the A120 project. He requested a change in the order of agenda, to run item 3 before item 2 to ensure sufficient time for discussion. The group agreed this change.</p> <p>CS was asked whether the funding for the feasibility study was safe. CS responded positively stating that the £5 million identified was safeguarded for the feasibility study.</p>	
3	<p>Purpose of Forum & Terms of Reference</p> <p>PG delivered the presentation. Noting the importance of building a working relationship of trust with A120 communities to ensure that best practice is built into the statutory consultation plan and that local intelligence helps to shape local engagement approaches.</p> <p>PG stated that the purpose of the forum was primarily about communications and engagement.</p> <p>Two questions followed: one on where MPs are represented in the engagement process, and the second on whether the 'do nothing' option could be developed alongside other proposed options to demonstrate that a 'do nothing' approach is not a viable option.</p> <p>PG responded that constituency MP's are represented at a quarterly Members Forum held at Essex County Council. LL added that constituency MPs had been briefed individually and are committed to the A120 engagement process. CS stated that the 'do nothing' has been considered as a part of HE and ECC work. The options developed would be compared with a Do Nothing situation as is normal in these type of evaluations.</p> <p>PG added that the technical team would be invited to the next forum to talk through the optioneering progress.</p> <p>The question of a forum chair was raised. PG suggested a rotating chair to ensure that everyone felt involved. Members felt that rotating chairs are not normally effective. Others suggested a rotating chair and a permanent vice-chair. It was suggested that a rotating Chair does work in the private sector.</p>	ACTION 1



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	<p>One member suggested that a representative for Great Tay be invited onto the Forum</p> <p>Members discussed the name of the forum and agreed it should clear demonstrate the purpose (engagement) and agreed the name – A120 Colchester Community Engagement Fourm</p>	<p>ACTION 5</p> <p>DECISION & ACTION 6</p>
<p>2</p>	<p>How best to engage your community</p> <p>PG asked members to think about the following before the next meeting:</p> <ol style="list-style-type: none"> 1. The best form of engagement with your community 2. And to take questions away and report back <p>Members felt that background project materials would help them to engage with their communities and that understanding the bigger picture was essential.</p> <p>PG agreed to send a community engagement template to help members to ask questions and seek views.</p> <p>CS said that background materials (when available) would be loaded onto the A120 website. PG stated that a forward planning note would be circulated at the next meeting and requested that members send her topics they feel need to be discussed and included on the plan.</p> <p>PG agreed to add to the agenda for future meetings: how best to engage, an overview of issues raised, scheme objectives and added that members challenge the team with: what does this mean to you?</p> <p>The issue of project timings was raised and that local plan developments are out of synch with highway scheme programme milestones. It was also noted that local plans indicate areas of growth. CS stated that the Jacobs team were involved in the design and development of a number of local highways schemes both for Essex CC and Highways England. This gives forum members more information relating to interfaces, as it becomes available.</p> <p>PG stated that a Q&A (loaded on the website) would be developed and updated during the engagement period to support parishes with the questions they know they are going to be asked.</p> <p>One member raised the issue that once the feasibility study, its consultation responses and recommendations go to the DfT for consideration, communities may have to wait</p>	<p>ACTION 7</p> <p>ACTION 8</p>

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Actions			
No.	Action	By whom	Completion date
1	Technical team present option selection process at next form.	PG	1 st May '16
2	Chair job description is developed and circulated, with nomination sought at next meeting.	PG	1 st May '16
3	Add press protocol for forum members to ToR	PG	1 st May '16
4	Update to ToR for managing public questions at forums	PG	1 st May '16
5	Ensure Great Tey are invited to Forum	PG	1 st May '16
6	Change materials to reflect confirmed forum name – A120 Colchester Community Engagement Forum	PG	1 st May '16
7.1	PG to distribute template with minutes	PG	1 st May '16
7.2	Forum Members to provide feedback to 4 questions	ALL MEMBERS	1 st May '16
7.3	PG will compile responses and distribute to members before next forum meeting,.	PG	1 st May '16
8	Add best to engage, an overview of issues raised, scheme objectives and added that members challenge the team with: what does this mean to you to forward plan for forum agendas.	PG	1 st May '16
9	Update forum on A12, when information is available	PG/CS	1 st May '16
10	Provide Forum with accident rate on the current A120 route and accidents hotspot statistics	PG	1 st May '16
11	PG to confirm date and venue of next meeting	PG	1 st May '16