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<b>Subject</b>	<b>A120 Economic Forum</b>		
<b>Project</b>	A120 Braintree to A12 Feasibility Study	<b>Project No.</b>	B3553T41
<b>Prepared by</b>	Ragi Yogeswaran	<b>Phone No.</b>	+44 (0) 2073782897
<b>Location</b>	Room E2A, Floor 2, Chelmsford County Hall, Essex, CM1 1LX	<b>Date/Time</b>	14 <sup>th</sup> December 2016
<b>Participants</b>	<b>Apologies</b> Paul Davey (PD) Helen Code (HC) Joel John (JJ) Teresa Hogsbjerg (TH) Paul Wilkinson (PW) Paul McLean (PM) Alan Lindsay (AL) David Orr-Ewing (DOE) Ragi Yogeswaran (RY)		
<b>Copies to</b>	Virginia Van Der Meer Philippa Garden	<b>File</b>	A120 Economic Forum Meeting Note

Notes	Action
1 Welcome DOE welcomed the group and introduced the project team members.	
2 Traffic modelling AL ran through the importance of traffic modelling, outlined the current traffic study and summarised the current traffic issues identified along the A120. He also explained how the traffic model is built and what information is used to build the model.  DOE stated that the model evolves as new information becomes available. We include committed development from the existing local plan into the model and local policy. We do this because if you start including speculated development then you could be accused of inflating your benefit to cost ratio.  PD asked how we are planning to deal with developments that are proposed at a later stage as it will affect the current estimated figures.  DOE & AL stated that Sensitivity testing will be carried	

Notes	Action
<p>out on the model to validate the results.</p> <p>AL stated that the process we currently follow complies with Highways England.</p> <p>JJ asked whether the frequency of public transport has been included in the traffic model.</p> <p>AL confirmed that we have considered the benefit of public transport and it has been included in the model. One of the options generated at an earlier stage includes a public transport option.</p> <p>PW questioned whether information on economic growth &amp; employment will be available at the consultation event.</p> <p>AL &amp; DOE stated that they'll try and find out and let PW as soon as possible.</p> <p>PW asked if wider economic benefit is included in the model and stated that it will be beneficial to have those information available at consultation.</p> <p>AL stated that it has been included.</p>	<p>AL/DOE to find out whether information on economic growth will be available at consultation.</p>
<p>3 Commitment of Community Consultation</p> <p>DOE gave an overview of public consultation and what it tends to include. He also stated that we are currently in the process of developing the statement to community consultation (SCC). SCC is a short document that will confirm what we are hoping to achieve by undertaking the consultation and details on how we will consult. It is usually done for statutory consultation, but we want to go over and above what is required.</p> <p>DOE also stated the locations at which the A12, A120 and combined consultations will be held.</p> <p>AL asked the forum members to put forward any locations that we can use as a drop off point to pass on consultation document/ leaflet to the local communities.</p> <p>HC recommended using the local publication to advertise the upcoming consultation events. She also queried on whether the responses have to be online or can it be done on hard copies.</p> <p>DOE stated that we would want to encourage online responses, but people can send responses in paper copies.</p>	<p>Check to see whether they have done a SCC.</p>

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<p>PD requested to include a summary page at the end for those people providing responses online. He also stated that the scheme will be affecting the communities beyond Colchester and Braintree; hence how the consultation team is planning to engage with them.</p> <p>DOE stated that we are mainly focusing on local communities. However Haven Gateway has done a lot of work to raise awareness amongst businesses.</p> <p>JJ questioned whether the consultation events will be advertised at locations further away from the scheme. DOE stated that advertising will be provided.</p> <p>JJ advised that there will be a business support event at Cannon House on 18<sup>th</sup> January 2017 therefore it will be best to place banners at this event. He also offered to provide a list upcoming business event.</p> <p>HC offered to place banners at a nearby school if it gets delivered to her on time.</p> <p>PW questioned whether the consultation dates will be published online. DOE confirmed that the dates will be published online as soon as the dates and the venues have been confirmed.</p>	<p>JJ to send upcoming Business events to DOE/RV</p> <p>DOE to liaise with HC to place banner at nearby schools.</p>
<p>4 Consultation response analysis</p> <p>DOE outlined how the responses from the consultation will be analysed. Any responses received will get a unique ID. We will be picking out key words from the responses and use coding framework to group them together. The responses will be discussed within the response analysis team to produce themes which will be used to produce response analysis report. Every response to consultation will be read in full.</p>	
<p>5 Project Update</p> <p>AL outlined the process used to develop route options. He also showed the nine short listed options that appeared in the local plan.</p> <p>TH questioned what is the final sift consist of. AL stated that the sifting process is presented to the forum members previously.</p> <p>PW and JJ questioned whether particular name is given for each of the option listed at consultation and is there</p>	<p>AL to send a copy of Avalon presentation to TH.</p>

Notes	Action
a special tool for people who are colour blind. DOE confirmed that each option will be displayed with a specific colour and a number.	
6 AOB	
7 Date of the next meeting DOE confirmed that forums would be put on hold until after the consultation and dates would be circulated in due course.	