Nottingham City Active Travel Fund Consultation Plan 2020/21

1.0 Introduction

1.1 When implementing our Active Travel Fund (ATF) programme we will consider the impact on all road users, taking into account the need to provide for increased walking and cycling. Different types of intervention will be appropriate in different parts of the city depending of the urban landscape and nature of the residential and business development in the area.

1.2 The Emergency Active Travel Fund (EATF) programme in the summer/ autumn of 2020 had very short funding timescales, which meant that the Council had to introduce schemes on a trial basis with limited time available for substantial consultation in advance

1.3 The ATF programme will allow us to develop some of the EATF trial schemes and allow new schemes to be considered. The programme has a longer delivery deadline, which will enable in-depth consultation to be undertaken before schemes are implemented. This will enable scheme developers to take account of feedback received and amend the schemes where possible. The consultation methods employed will use some of the toolkit of measures that have been developed and used since the beginning of the Council's Cycling Ambition project in 2015.

1.4 This consultation plan sets out how we propose to engage with residents and stakeholders before and during scheme implementation (see Appendix A). The programme has a wide variety of different types of schemes in different geographic areas from pedestrian/cycle improvements in Sherwood/Berridge in the north east, to the city centre 20mph zone and School Streets citywide. As such, the Council will tailor consultation to suit the individual scheme and location.

2.0 Citywide Engagement on the ATF Programme

2.1 At the programme level, key messages will be delivered to increase awareness of the 'bigger picture' of what Active Travel means within the City of Nottingham. This will focus on the important message that the schemes are 'trials' that can either be amended, removed or retained. It will also set out how these schemes will link to the Transforming Cities Fund Tranche 2 programme.

<u>What will be done?</u>

2.2 Key messages will highlight:

- the benefits of more active travel, including through statistics around public health, personal wellbeing, air quality and local case studies;
- how schemes, both individually and together, will encourage people to travel more actively, and in turn support a greener recovery from Covid-19 for the local economy;
- how increased active and sustainable travel is key to the city's Carbon Neutral 2028 ambition.

<u>How this will be done</u>

2.3 We will provide regular updates through our own channels during the design and delivery of the ATF programme, with information hosted on our website as a central reference point. We will be making greater use of local channels, including ward-based Facebook and community groups, to help information reach harder to reach audiences

3.0 Proposed Scheme Consultation Package

3.1 All consultation will follow basic principles, including:

- Open and transparent two-way communication
- Early notice of proposed changes and opportunity to comment
- Communications use plain English and easy to understand visuals

3.2 The ATF consultation toolkit will include could include but not limited to - on line consultation, letter/leaflet drops to affected residents and businesses, newsletters, public meetings and drop in sessions, social media contacts, website portal, media briefings, surveys/questionnaires and electronic roadside signs. We will continue to use these tried and tested means within the limitations of Covid 19 restrictions.

Engaging Stakeholder groups

3.3 We have a broad range of stakeholders who have varying levels of interest in and influence over our scheme designs. These are summarised in the example engagement matrix in Appendix A.

3.4 The Cycling & Walking Advisory Group (CAWAG), which is chaired by one of our stakeholders, will be contacted during scheme development. The group has representatives invited from Sustrans, Cycling UK, British Cycling, Ridewise sustainable transport charity, Pedals cycling action group, Nottingham Bike Works, Nottinghamshire Police, Highways England, Public Health, Active Nottinghamshire, the Local Access Forum (which we also contact direct). Council officers discuss cycling and walking policies and programmes and share details on specific proposals. The group give feedback on these issues from their respective viewpoints.

TRO/ETRO processes

3.5 The Traffic Regulation Order process includes a level of formal consultation. Objections to orders are reported to the Cabinet Member for Transport and can lead to changes in a scheme they are related to or ultimately cancellation of it. For Permanent and Experimental Orders, the City Council exceeds the level of consultation required by legislation.

For all orders:

- We consult with appropriate local councillors
- Then we formally consult with registered stakeholders, including emergency services, utilities, Royal Mail, public transport operators etc.
- We distribute consultation letters and plans to properties immediately adjacent to proposals involving Orders
- Proposals can be viewed on NottinghamTraffweb website during notice period (generally 28 days for TROs, 6 months at least for ETROs))
- Advertisement of notice of proposals in local newspaper and placed on site
- Proposals available to view at Central Library and Loxley House Council Offices (not applicable during current pandemic) from date of advertisement until 6 weeks after the Order has been made (or made permanent for ETROs)

For Temporary Orders – we place an advertisement of notice in the local newspaper no less than 7 days prior to day restrictions come into effect. Further advertisement of second notice in local paper prior to restrictions coming into effect. Inform adjacent residents why the restrictions are needed.

4.0 New Ways of Consultation

Engagement through partners (School Streets and Low Traffic Neighbourhoods)

4.1 The Council is proposing to appoint Sustrans to develop and deliver behaviour change and education initiatives in support of the School Streets roll out. Within this, we have allowed for up to three community co-design sessions linked to new School Streets/low traffic neighbourhoods.

4.2 Sustrans will also engage with residents, businesses, organisations, local road users and other interested parties in agreeing the design and operation of a low traffic neighbourhood in the Arboretum and potentially in Sherwood/Berridge

4.3 Innovative methods of engagement will be required during various levels of pandemic restrictions. Organisations like Sustrans and Ridewise have very active lines of communication to groups, community networks and service users across the areas of our community cycle centres. Typically, these people would not normally engage in consultations. We will work with our partners, including a number of disability friendly and BAME groups, to look at how they could support us in getting their input. We want to get the views of the often-silent majority, which the DfT has also stressed in recent meetings with us. Although we encourage everyone to reply with their opinions, it is known that people are more likely to contact the Council to object to a proposal rather than support it. This means the number of people objecting may represent only a small fraction of everyone with an opinion, which may be more positive but not expressed. We cannot assume the replies are fully representative of the wider population and treat the consultation as a referendum. We directly engage with any objectors to find a workable solution, which resolves their objection. If this is not possible, we escalate any remaining objections to the relevant Portfolio Holder for a final decision.

Web based consultation

4.4 For EATF the Council set up a trial Heatmap website with Commonplace - "Let's Keep Nottingham Moving Safely". We asked users of paths and roads in the city to highlight their concern about cycling and walking in the City. To date the site has been visited 1500 times and we have received over 340 comments. Council officers have reviewed these comments and put their responses on the website. We will maintain this for ATF. For ATF we will have pages on Commonplace for specific schemes to set out plans and proposals. This will allow people to leave comments on the scheme and engage with the Council.

Use of research

4.5 Analysis of the views of users of the N3 Western Cycle Corridor in the city by the Council and Nottingham Trent University (NTU) has provided powerful local evidence to help inform the initial consultation on schemes and target communications. Understanding the motivations and barriers of different groups of citizens with respect to cycling on a local level will enable the appropriate messaging to be tailored for each group in both the initial consultation and then the behaviour change communications to maximise the eventual beneficial impacts of

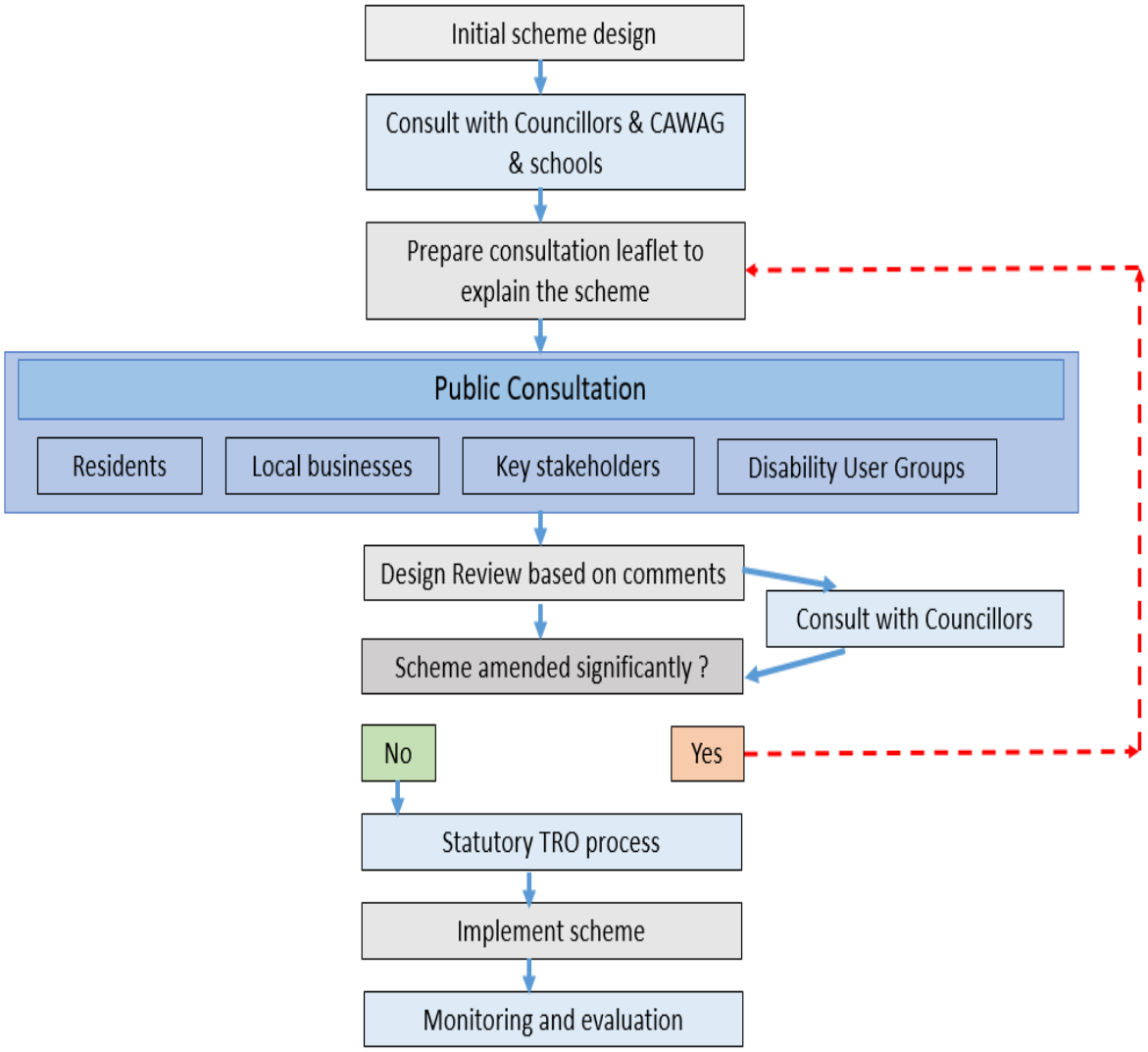
the interventions. The Council will continue to work with NTU to develop our understanding of underlying motivations for cycling and the differing segmentation of citizens regarding their attitude to and propensity for cycling. We will also draw on feedback from the Covid Travel survey the Council undertook in the city

Approvals

1. Council's Executive Board to approve this Consultation Plan on 15th December 2020 along with the ATF2 programme
2. Before starting a scheme, a senior representative of the Council will write to the DfT with the outcome of the consultation and changes made as a result.
3. Consult in 2021 on the draft final D2N2 Local Cycling & Walking Infrastructure Plan (LCWIP), which includes a 15-year programme for Nottingham, then approve the final document.

Appendix A: Consultation Flow Chart and Stakeholder Engagement Matrix

Diag. 1 Consultation Flow Chart



Diag. 2 Example Stakeholder Engagement Matrix (based on a commonly used tool)

Influence	**Higher**	**Higher influence/lower interest*** **Keep informed**** Local MPs (3 within the City); others outside where their constituents are affected by our schemes. Highways England Public Health Nottinghamshire County Council *More interest where directly affected **As appropriate	**Higher influence/higher interest** **Manage closely** NCC Cabinet Portfolio Holder for Transport NCC Ward councillors Emergency services (Police, EMAS, Fire & Rescue) Local media Public Transport operators Universities NCC teams – Network Management, Highways, Road Safety; Traffic; Transport Strategy, Parks, Planning, Equalities
	Lower	**Lower influence/lower interest** **Monitor** Royal Mail/delivery companies; Utilities Nottingham City Homes Hospitals	**Lower influence/higher interest** **Keep informed & engaged** Disability groups (DIG) Residents Businesses and business groups (FSB, CQ, BID) Schools and parents. Cycling and active travel partners (Ridewise, Sustrans, Active Nottinghamshire, British Cycling, CAWAG, Canal & River Trust) Cyclists – including local groups, eg Pedals, Pedestrians – including local groups, Local Access Forum Motorists Neighbouring District Councils
		Lower	**Higher**
		Interest	

NB This list is not exhaustive

DfT ATF consultation requirements:

1. Consult all key local stakeholders
2. Obtain broad support for our schemes and made any changes to take account of local feedback
3. Implement a clear communications plan to deal with any concerns/objections raised
4. Discuss plans with local MPs and provide a summary of their responses to the DfT