

Traffic & Transport Steering Group

22 March 2023, 18:30-20:00

Guildhall, Totnes

Purpose of meeting: To agree new Terms of Reference, discuss DCC process and to recommend update of the TTC Transport Policy & Strategy.

Present:

GB – Chair, Totnes Ramblers

SO Maiken Hutchings - Sustainability Officer (SO, notes)

SM - South Street

Cllr Jo Sweett – SHDC

MC - Chamber of Commerce

VC – Chair of Kingsbridge Hill Area Residents Association

VW - Market traders

TB - Trustee of Daisy Rainbow

RM – Chair of Bridgetown Alive!

LA - Moorashes / St Katharine's Way

HC - Cyclist

SC - Inclusive Totnes

Cllr John Cummings - TTC

Cllr Jacqi Hodgson - TTC / DCC

Apologies from:

G E-D (Transition), SG (Bob the Bus), TTC Cllr Peters, LW (Totnes Bike Hub)

To note

- 1) The Steering Group unanimously voted to adopt the updated Terms of Reference

Actions

- 1) SO to pass information on to Marketing Manager regarding fingerpost on the old bridge to the river walk to Dartington
- 2) SO to draft timeline of stages (when to go where, process, consultative stages - a few milestones) and liaise with Jacqi, SC and VC
- 3) SO to reorder the hotspot map so that things are structured on the left according to area
- 4) SO to discuss with TB re best set up for map/comments using Google My Maps / Forms
- 5) SO to add another layer to map for EV chargepoints
- 6) SO/All to contemplate creating a map overview of the schemes in the Transport Strategy (once updated)
- 7) SO to think about how to get more people to the Forum
- 8) SO/GB to think about creating a communications strategy
- 9) SO to speak to Town Clerk about setting up a Special Forum for wider input into the hotspot map, using April Forum as test run

- 10) SC to draft some text (regarding planning decisions elsewhere impacting Totnes) for the group to consider
- 11) SO to try to incorporate SG comments into Strategy
- 12) SO to look into how to colour code comments so iterations are clear
- 13) **ALL**, email comments to SO by **5 April 2023** so it can be fed into next iteration of the Strategy

1. Introductions

- a. Brief introductions and apologies
- b. Matters arising not in agenda
 - SO gave brief update on phase 2 of the wayfinding project. This can be found in Appendix A. Cllr Sweett highlighted the need for a fingerpost sign on the old bridge directing to the river walk to Dartington, there is space on existing post.
 - **ACTION:** SO to pass this information on to TTC Marketing Manager.

2. Terms of Reference update

- The Chair introduced the draft ToRs that had been circulated amongst the Steering Group prior to the meeting and invited comments
- VC asked for clarification around whether Totnes Town Council Planning Committee would *note* or *approve* amendments made to ToRs (ToRs state that they note)
 - SO explained that as the Forum/Steering Group is an advisory body to the town council and not a sub-committee / not set up by TTC, the Planning Committee (and Full Council) are not required to approve changes.
- No other comments or amendments were requested
- The Steering Group **unanimously voted** to adopt the new Terms of Reference

3. 'New' process discussion

- SO briefly ran through the proposed process that had been circulated to the SG several weeks prior, outlined below:

Email DCC proposing the following:

- a. *Update the issues/schemes section of the Transport Strategy (with help of hotspot map for reference)*
- b. *Prioritise these issues/schemes (using DCC provided criteria)*
- c. *Work with DCC on developing the top 5 issues/schemes further.*

This email would include asking for guidance on what criteria we should use to prioritise. If they disagree with the proposal, ask for guidance on what they recommend instead.

While awaiting DCC approval, we can still add any issues/schemes to the Strategy that we think are needed as this should be done either way.

- DCC were emailed with the above suggestions. We received a very positive reply from Meg Booth (Director of Climate Change, Environment and Transport at DCC) who agreed with the process and put us in touch with another DCC officer who can help us with guidance on criteria.
- This process was added to the agenda for this meeting after some concerns were raised by SG members regarding wider community engagement in the process.
- Discussion around the hotspot map and community engagement
 - VC felt the wider community should be enabled to comment on the map – get wider engagement, show desire to include people
 - Acknowledged issues with time, resources and cost but said some of SG happy to volunteer their time
 - The issue of consultation fatigue was raised. Residents are extremely fed up of being asked about traffic but nothing ever really happening. We need to be wary of this.
 - It was also pointed out that the SG is supposed to be a representative group of the town and so can, to a degree, make recommendations on its behalf.
 - It was also noted that extending out widely risks more stalemate/inaction due to a wide range of opinions. Having a representative Steering Group can help avoid this to a degree.
 - It was suggested that the hotspot map could be a living document accessible for a longer period of time in which residents/stakeholders can add comments at any time.
 - Discussion around how to enable comments
 - Google My Maps with linked Google Form

- It was agreed that the hotspot map should be presented at the Forum meeting in April (26th).
- It was agreed that it would be helpful to have a timeline for the draft/finished strategy to take to DCC
 - September/October agreed as deadline for completing the Strategy update
 - Needs to be considered by TTC beforehand so ready to go to HATOC in November.
 - July deadline for draft for TTC

ACTION: SO to draft timeline of stages (when to go where, process, consultative stages - a few milestones) and liaise with Cllr Hodgson, SC and VC

ACTION: SO to reorder the hotspot map so that things are structured on the left according to area

ACTION: SO to discuss with TB re best set up for map/comments using Google My Maps / Forms

ACTION: SO to add another layer to map for EV chargepoints

ACTION: Contemplate creating a map overview of the schemes in the Transport Strategy (once updated)

ACTION: SO to think about how to get more people to the Forum

ACTION: SO/GB to think about creating a communications strategy

ACTION: SO to speak to Town Clerk about setting up a Special Forum for wider input into the hotspot map, using April Forum as test run

4. Planning decisions elsewhere affecting Totnes

- VC shared concerns around planning decisions elsewhere affecting traffic in Totnes but this not being taken into consideration
 - a. Green light for housing in Paignton will add to traffic pressures in Totnes: https://www.insidermedia.com/news/south-west/major-paignton-scheme-set-for-green-light?utm_source=southwest_newsletter&utm_campaign=southwest_news_tracker&utm_medium=top_story_article
- Discussion around this issue

- Is it possible to liaise with other entities around us to make planning issues more strategic / collaborative as what they do affects us?
- SC would like us to come up with a clear statement to particularly Torbay Council, directed to their Planning Committee / Planning officers / other key stakeholders that highlights these issues
 - We don't have legal standing, political power, etc. but we should still make a statement about impact that these developments have on us
 - We do have moral power to voice our concerns
 - This could be shared more widely, local newspapers (including Torbay, etc).
- Some Section 106 money from Paignton projects should be coming to us. But current regulation doesn't allow this.
- DCC does have a responsibility to consider strategically and across the board. Does it do so properly?

ACTION: SC to draft some text for the group to consider

5. Traffic Strategy update discussion

SO asked for comments on the draft Strategy update.

- NB: This currently only includes updates to the schemes in the appendix rather than any updates to the policy and strategy text.

Comments made:

- Cut-through traffic needing to be dealt with holistically
 - This issue needs to be added to the strategy text
- It would be useful to have a glossary defining terms
 - E.g., "Town Centre" is mentioned but needs to be defined
- Document doesn't currently reflect changes to driver behaviour
 - Satnavs - quieter routes are being used more
- Documents referred to are out of date and don't reflect the latest thinking

- Access for All section – it feels too all-encompassing, doesn't feel like we are expressing our view of what we want for the town
- 3.2 Air travel - why is this mentioned?
- Add signage issues / improvement to the short-term schemes
- We need to define the boundaries / scope of the document
 - Suggestion to add two maps – one showing boundary of document, the other showing linking roads/routes (e.g. Exeter, Torbay, Plymouth, Dartmouth, Kinsbridge)
- Is population growth mentioned in it?
- Suggestion to remove scheme B5 as we want to be encouraging cycling – and the section in question does not have any issues.

ACTION: SO to try to incorporate these comments into Strategy

ACTION: SO to look into how to colour code comments so iterations are clear

ACTION: ALL, email comments to SO by **5 April** so it can be fed into next iteration of the Strategy

6. Next steps and Forum agenda

- It was agreed that the Forum in April should look at the hotspots map (and add in anything that's missing) and headlines of the Traffic Strategy (with comments from this meeting added)

An introduction to the Strategy - concentrating on its purpose, headline content etc. Explaining that we need to ensure the Strategy is founded in reality, hence our mapping work, including the Hotspots Map.

Consideration of hotspot information:

- Starting with small groups concentrating on their specific locations.
 - Checking correct info given.
 - Concluding with proposals as to how this could be carried into the Strategy.
 - All to support further consultation at a wider Forum meeting.
- It was agreed that the April Forum should be a hybrid meeting to enable as many to attend as possible

End of meeting: 20:00

Appendix A: Wayfinding project phase 2 update

- Signs are currently being made
- What is going in is:
 - 2 hub totems (like one at 7 Stars)
 - North St Car park
 - Between St Mary's and Doble Jewellers
 - Advert board at Town Mill replacing current board
 - Double sided, flat. 2 A1s either side.
 - Map
 - 6-7 ads, reserved for attractions or businesses that service tourists
 - Finger posts
 - Replacement on Waterside Bistro one
 - One outside 7 Stars
 - Old map by bus station being replaced with new map
 - Market square map also being replaced (info board not possible due to stuff under pavement)
 - An info 'I' sign to project out at station where there is a map (on wall by 15 min parking, underneath steps across tracks)

All signs are following the consulted upon look.

Timings: due to get them in end of April, installation planned for May (SHDC) but possibly June due to bank holidays