



Meeting Record - Confidential

Project: Land South of Radwinter Road, Saffron Walden

Client: Rosconn Group

Title: Highways and Transportation Requirements for Planning Submission

Job Code: CTP-20-1142

Date: Wednesday 17 March 2021

Time: 2pm

Attendees: Katherine Wilkinson – Essex County Council

Chris Seaman – Essex County Council

Daniel Hatcher – Rosconn

Ben Ward – Rosconn

Chris Elliott - CTP

Jon Ashcroft - CTP

Item	Description	Action
1.0	Public Transport Provision	
	ECC public transport team seeking to take a holistic approach to bus service provision using developer contributions and existing bus service funding to review services across Uttlesford and Saffron Walden rather than simply agree bus services for individual development sites.	
	ECC expressed the view that they would prefer access to be provided from Radwinter Road to the east of the site, through the development and exiting through the Linden Homes site. The provision of a bus loop within the site was welcomed in principle, by ECC. This could be advantageous for potential terminating services (e.g. perhaps evening services), as well as providing a route in and out of the site. It was explained that a dog-leg operation for buses was neither attractive nor operationally sound as a general principle.	
	ECC expressed a desire for a potential bus link to the adjacent Linden Homes site. It was explained that due to the layout of the Linden site, with open space on the eastern boundary, together with a strip of land between the two sites that is in third party ownership, this would not be possible. Rosconn is exploring the potential for a pedestrian and cycle link but this is subject to ongoing discussions with Saffron Walden Town	



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	Council (who will be taking on the open space within the Linden Homes site) and the adjacent landowner.	
	<p>ECC also raised the potential for a further bus only access to the east of the site. This would allow buses to enter the site and travel through it before exiting onto Radwinter Road at the main site access. ECCs view was that a through route would be preferable to a bus loop via the main access to allow through services to serve the site.</p> <p>Rosconn / CTP are investigating potential access options to the east of the site, particularly in light of ongoing discussions regarding the aspirations for a wider link road, but there are significant challenges to this including an approx. 5m level difference between the site and Radwinter Road and landscape, ecology and other related impacts from providing and access in this location. The exercise looking at this in detail will need to take a co-ordinated approach and consider these related issues.</p>	
	<p>ECC explained how their approach with previous development, both in Saffron Walden and elsewhere, has been to seek developer contributions towards bus service provision and then use these to consider holistic bus service provision – whilst retaining relevance to the respective developments.</p> <p>As part of this approach, ECC would then commit to serving the site with an agreed level of bus service. It was suggested that at this site, this could potentially be a half hourly service to the town centre and an hourly service to Audley End station.</p> <p>As ECC has advised previously, it has sought a contribution of £2,800 per dwelling from previous applications to facilitate bus service provision. This would be secured via S106 contribution, with ECC willing to commit within the S106 agreement to providing an agreed level of bus provision.</p>	
	Rosconn / CTP agreed to provide further information on potential strategies for how the site could be served by bus, following which ECC would be able to advise further on how the site could be served by buses and the associated level of financial contribution.	CTP
2.0	TA Scoping	
	ECC confirmed that the base traffic flows, taken from previous applications (Land North of Shire Hill Farm 17/2832/OP and Land East of Thaxted Road 18/0824/OP), are agreed for use.	
	ECC confirmed that the proposed trip rates set out in the CTP Technical Note dated 15 February 2021, are agreed.	



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	<p>ECC requested that CTP provide further details of the trip distribution and assignment from Census data to allow confirmation of assignment of traffic to Radwinter Road east of the site.</p> <p>CTP to send further detail to ECC and the distribution of trips from the Linden site to demonstrate consistency of approach. Subject to confirmation of the proportion of trips on Radwinter Road east, the trip distribution is agreed.</p>	CTP (trip distribution spreadsheet sent 18/03/2021)
	<p>ECC repeated its request for a 'Without Link Road' scenario to be presented in the TA. Notwithstanding commercial position of Dianthus Land site (i.e., advanced discussions for sale to housebuilder), ECC remain concerned that this site may not come forward or could be delayed and so would like to be able to see the impact of the development on the highway network if the Link Road is not delivered.</p> <p>CTP queried this, particularly in relation to the request to include non-committed development sites such as the Endurance Estates application. CTP agreed to consider a 'Without Link Road' scenario as a sensitivity test within the TA.</p> <p>CTP also noted that as part of formal EIA scoping process, committed / cumulative schemes for inclusion in the EIA would need to be agreed with UDC, in consultation with ECC. The view is that the TA should be consistent with the EIA in terms of the committed developments and will seek advice from Rosconn's Planning Consultant Bidwells who are co-ordinating the EIA.</p>	CTP
	<p>CTP queried the progress of the Ashdon Road committed development site at the time of the traffic surveys, and in particular whether the commercial element of the development was operational.</p> <p>ECC confirmed that the Ridgeons store had remained operational, but that the new commercial space is only recently coming forward so would not have been operational at the time of the surveys. ECC has previously advised on the number of residential units that would have been complete at the date of the traffic surveys.</p>	
	<p>ECC agreed to the principle of undertaking capacity assessments at junctions where the development would increase the traffic flow by more than 2% and / or 30 vehicles in either peak. In the Technical Note dated 15 February 2021, CTP identified 13 junctions to be modelled on this basis.</p> <p>Due to existing capacity concerns, at the request of ECC, CTP agreed to include the Thaxted Road / Peaslands Road junction despite it not meeting the threshold for assessment.</p>	



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	<p>ECC agreed to the modelling approach as set out in the CTP Technical Note dated 15 February 2021 – to use industry standard software packages LinSig and Junctions 9.</p> <p>It was agreed that junctions in close proximity would be linked for modelling purposes, and at other junctions, if queues were predicted to extend to affect the operation of an upstream junction, the need for further modelling would be considered.</p>	
3.0	Site Access & Link Road	
	<p>ECC confirmed that it is to have a further discussion internally to provide further feedback on the Link Road. Rosconn / CTP reiterated their preference for the road as currently shown on the masterplan due to both issues in providing a road to the east of the site and desire to provide the road as part of the scheme for placemaking purposes.</p> <p>As part of this further feedback, ECC agreed to also confirm design requirements for the Link Road in terms of cycle provision, and whether this should remain as a 3.5m shared footway / cycleway on one side only or take a different form.</p> <p>CTP also requested guidance on the required gradient of the Link Road and expressed a desire to work with the levels on the site to avoid the road being in cutting with significant earthworks. The current road through the site has a gradient of 8% to minimise the level of cut and earthworks. It was noted that ECC design guidance for a Type A- Link Road suggests a maximum gradient of 5%.</p>	ECC to advise CTP on outcome of wider Link Road discussions
4.0	Linkage to Swards End	
	<p>CTP agreed to investigate potential linkages from the site to the existing PRow on the northern side of Radwinter Road.</p>	
Minutes prepared by Chris Elliott/Jon Ashcroft CTP 18/03/2021		