

Active Travel Committee Specification for Consultancy Support 2025/26

Monitoring Private Sector Developments

To review the highway elements of relevant planning applications in the town council area, as requested, in order to ensure they comply with the active travel requirements of the NP and respond to the LCWIP. As part of this to review KCC Highways and other highway related responses to ensure they comply with NP and respond to the LCWIP.

Liaise with relevant KCC officers over S278 and S106 highways agreements for the town council area to ensure they comply with the NP and respond to the LCWIP.

To report back where there might be a benefit to the Town Council in commissioning independent design work or professional advice challenging responses of KCC and to support in the commissioning of this.

A sum of upto £5000 has been identified in the budget for this work alongside a sum of £2000 for design work

Maintaining the LCWIP and HIP

To Update LCWIP and HIP when AT committee agrees additional adjustments or circumstances change

A sum of upto £500 has been identified in the budget for this work

20mph Compliance Fund

To support town council officers in running an informal consultation with residents on ways that rat running and speeding can be reduced in the Athelstan/ Ethelbert Road area.

A sum of upto £1,200 has been identified in the 20mph compliance fund for this work

Commissioning Process

Consultants who are approached to do this work will be asked to prepare a brief submission for how they will carry out this work including a day rate for the support they will give.

Over the last 5 years the Council has worked with Berendt Consulting on engaging the community in developing active plans, supporting KCC in introducing the 20 mph scheme, developing and revising our LCWIP. This support has been competitively priced and the lead consultant Adrian Berendt has developed links with KCC officers, knowledge of local active travel developments as well as being involved with active travel policy development at a national level. As a result if he was to submit a suitably comprehensive and priced proposal there would be a preference to continue working with him.

Whoever is commissioned to carry out work will be paid upto the maximum sum set aside on a day rate agreed, but only if the outcomes specified in their contract are met.