

Active Travel Fund (Tranche 2) – North East Lincolnshire Council consultation and engagement plan

As part of the delivery of the Council's Active Travel Fund project we are required by the Department for Transport to publish a short summary of the consultation activities that will be undertaken with local stakeholders prior to commencing the delivery of schemes.

Effective consultation is a key element of project delivery. The processes outlined below will build upon the existing communications and engagement processes used by NELC to deliver the annual Local Transport Plan capital programme and other major highway improvement schemes. Robust and meaningful consultation will take place at all stages of project development & delivery and post completion when the new routes are being utilised.

The Project Team with support from the NELC Comms and Engagement team will identify key stakeholders affected by the project and ensure they are consulted through targeted surveys; this consultation will include engagement with three main groups:

- Those in close proximity to the works including nearby residents, schools and commercial properties
- Likely users of the highway after the project is complete who may have specific requirements including bus operators, emergency services, taxi operators, freight and haulage companies and the Royal Mail.
- Local MPs, Ward and Parish Councillors and representatives of other groups. Engaging with these representative groups will be key to ensure that the project does not disproportionately affect specific groups.

The impact of COVID-19 means that most of the engagement will be carried out on-line via the North East Lincolnshire Council website. Where it is necessary to undertake 'face-to-face' consultation we will look to use tele/video conferencing facilities in line with current Government guidance.

Copies of consultations are available via the Council's website and will be available in a different format like accessible PDF, large print, easy read, audio recording or braille if requested. We acknowledge that not everyone who is affected by the Active Travel Fund project will have access to the internet, in order that these people also have the opportunity to be involved, identified consultation participants will receive a formal engagement letter and will have the opportunity to send comments or feedback by return mail. The consultation will be extensively promoted through local media releases and via the Council's Social Media feeds.

The approach outlined in the table overleaf is phased to ensure that local stakeholders have the opportunity to be involved at all stages of the process and have the chance to provide meaningful feedback to the Project Team at the most appropriate time. At each stage, the engagement will be carried out in line with the ATF Public Opinion Survey guidance from the DfT and in accordance with General Data Protection Regulations (GDPR).

Prior to construction of the project, the Council will formally consider all outputs from phases 1 and 2 of the consultation and will send a letter to the DfT confirming that the actions listed in the plan below have been completed and identifying how the consultation results have been incorporated into the final proposed design.

Alongside the delivery of new infrastructure projects, we will work with our stakeholders and communities to help identify and communicate the longer-term benefits to physical and mental health, social inclusion and the local environment that can be achieved from these projects and others like them.

Summary of consultation for Active Travel Fund projects

Methodology	Purpose	Who will be consulted?	How can people respond?	Engagement dates
Phase 1 – Early engagement via Commonplace community heat mapping toolkit.	Raise general initial awareness of the scheme and provide an opportunity for anyone with an interest in the scheme to identify their ideas / concerns at an early stage.	Wider general public	Via the Commonplace heat mapping toolkit. (options to provide feedback via other means to be considered)	January – February 2021
Phase 2 Stakeholder engagement / survey Letter supported by media release and social media comms. Information to be made available by NELC website.	Seek views from key stakeholders regarding draft proposals which can then be incorporated in plans.	<ul style="list-style-type: none"> • Residents / business properties who are directly impacted by the proposed scheme. • Local MPs • Ward Councillors • Local bus operators • Taxi operators • Freight / haulage representatives • Royal Mail • Utility companies • Emergency services • Cyclist group representatives (via Cycle Hub) • Local accessibility groups • Local Civic societies 	By completing online survey or via post or email to dedicated project email address.	March – April 2021
Phase 3 Design feedback Letter supported by media release and social media comms. Information to be made available by NELC website.	Feedback to stakeholders and respondents from Phase 2.	As Phase 2 plus any other interested parties that have been identified during the process.	Via post or email to dedicated project email address or by completing online survey	May 2021
Phase 4 During infrastructure works and post-site Letter supported by media release and social media comms. Information to be made available by NELC website.	Receive feedback from stakeholders and respondents from Phases 2 and 3. Information will support the monitoring and evaluation of the scheme. Review the effects of the new infrastructure on key stakeholders	Database of respondents from Phases 2 and 3 plus any other interested parties that have been identified during the process	Via post or email to dedicated project email address or by completing online survey	From June/ July 2021 with regular updates being provided to the DfT from this point