

Meeting: Bedford Borough Council/EWR Highways Working Group #5

Held on: Wednesday 18 February (13:00-15:00)

Location: Microsoft Teams

Attendees:

- Melanie McGuinness (MM)
- Andrew Prigmore (AP)
- Matthew Soper (MS)
- Peter Simon (PS)

Representatives also from EWR Co

Meeting objectives: To discuss EWR’s Lighting Strategy, Ford End Road Multi-Storey Car Park, Bedford Station Western Entrance and Poets Area One-Way configurations.

Meeting minutes:

| Item | Text | Action |
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| 1. | Introductions & Safety Moment <ul style="list-style-type: none"> • EWR Co welcomed BBC to the Highways Working Group and presented a safety moment on an instance where members of the public unintentionally driven into an active works area | |
| 2. | Highways Working Group Outstanding Actions and Updates <ul style="list-style-type: none"> • The meeting started with reviewing current outstanding actions for Bedford Borough Council and EWR Co from previous HWG minutes. • EWR Co stated this will be remain as a standing agenda item in the minutes for future HWG meetings to maintain sight of outstanding issues or actions. | |

| Item | Action | Action Owner | Status | Update | Actions |
|------|--|-----------------------|----------|---|--|
| 1 | Bedford BC to identify key contacts to attend and co-chair the Bedford Highways Group. | Bedford BC – JBB & AP | Complete | <ul style="list-style-type: none"> • EWR Co have collated this list of key contacts with BBC and reviewed it in the meeting. MS from BBC added the following contacts for EWR: <ul style="list-style-type: none"> • Manager for Traffic Operations – Peter Simon – EWR Co to extend HWG invites to Peter • Darryl Hall - Senior Street Lighting Engineer darryl.hall@bedford.gov.uk | <ol style="list-style-type: none"> 1. EWR Co to update collated list with contacts provided by MS 2. EWR Co to include David Bennett for all HWG meetings 3. EWR Co to extend meeting minutes to Peter Simon from BBC |

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| | | | | <ul style="list-style-type: none"> • Adam Caruana - Team Leader for Environmental Engineering Adam.caruana@bedford.gov.uk | |
| 2 | EWR Co to share a copy of their departures template for council to review | EWR Co | For BBC Review | <ul style="list-style-type: none"> • Issued to BBC alongside a copy of the HWG slides, assets list and RSA reports on 13.02.26 | |
| 3 | EWR Co to share traffic modelling data which is based off Universal Studios and government's new town developments when available | EWR Co | Complete | <ul style="list-style-type: none"> • This was discussed in the T&T meeting earlier today, and there will be a regular T&T forum with BBC every 6 weeks to keep BBC updated | |
| 4 | BBC to provide written feedback on the presented assets | Bedford BC - DB | Outstanding | <ul style="list-style-type: none"> • EWR Co offered to have a one-to-one meeting with David Bennett to discuss feedback • MS from BBC stated the feedback has been internally around BBC as DB is on annual leave. • This is with JBB and SC who are collating feedback, including on the HWG assets, and will present this back to EWR Co | 4. JBB & SC to collate all outstanding BBC feedback and present back to EWR Co when ready |
| 5 | EWR Co to send internally the list of highways contacts provided by BBC and the engagement framework | EWR Co | Complete | <ul style="list-style-type: none"> • This has been collated and presented back to BBC for confirmation. • The engagement framework has since been shared with BBC for review on 19.02.26 | |
| 6 | EWR Co to send Road Safety Audits (RSA) to DB | EWR Co | For BBC Review | <ul style="list-style-type: none"> • The first RSA Brief, Report and Designer's Response have been shared as a trial to BBC along with a copy of the slides on 13.02.26. • BBC will review and get back with comments, and then arrange meeting with EWR Co on a one-to-one basis | 5. BBC to review RSAs and DB to provide comments |
| 7 | EWR Co to send all assets to DB | EWR Co | For BBC Review | <ul style="list-style-type: none"> • Issued to BBC alongside a copy of the HWG slides and RSA reports on 13.02.26 | |

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| 8 | EWR Co to send a test SharePoint link to DB with a view to sharing information via SharePoint where possible | EWR Co | In Progress | <ul style="list-style-type: none"> SharePoint site is being established to facilitate this collaboration. Designer's Response co-authoring link has been shared on 13.02.26 on a trial basis. | |
| 9 | EWR Co to reach out to Gavin Chinniah (BBC) to discuss timeframes on the BBC 2040 Local Plan | EWR Co | For BBC Review | <ul style="list-style-type: none"> EWR Co contacted GC via email on 13.02.26 requesting an indicative time scale on the 2040 LP | 6. GC (BBC) to provide indicative timeline on updated Local Plan 2040 |
| 10 | Bedford BC (DB) to check who rebuilt Bromham Road bridge, and who owns it | Bedford BC - DB | Outstanding | <ul style="list-style-type: none"> MS to check if this has been included in DB's collated feedback MS stated it looks to be that BBC owns that bridge, but MS will chase DB to make sure that is included in the collated feedback | 7. MS to chase DB on confirming bridge ownership at Bromham Road |
| 11 | Broadmead Road: Meeting to be arranged to update BBC on traffic modelling approach and construction impacts | EWR Co | In Progress | <ul style="list-style-type: none"> This will be complete as part of the T&T Forum which will start in April every 6 weeks | |
| 12 | EWR Co to recirculate meeting minutes around the Green Lane discussion with the developer of Stewartby Brickworks (Haworth) | EWR Co | Paused | <ul style="list-style-type: none"> A letter from Network Rail should be issued to BBC and to Haworth citing their concerns about the proposed bridge EWR Co are trying to secure a legal agreement with the developer before discussion can proceed, so this action will be paused while BBC await the formal letter from NR | |
| 13 | EWR Co to arrange a dedicated workshop to work through construction approach | EWR Co | In Progress | <ul style="list-style-type: none"> This will be complete as part of the T&T Forum which will start in April every 6 weeks | |

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| 14 | EWR Co to set up meeting with Bedford BC and the T&T team to give a more detailed overview of this topic, including programme, timings, schedule, closures, ect. | EWR Co | In Progress | <ul style="list-style-type: none"> This will be complete as part of the T&T Forum which will start in April every 6 weeks | |
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| 3. | Lighting Strategy <ul style="list-style-type: none"> EWR Co presented the route-wide lighting strategy, including guidance, design context, and baseline mapping (noting BBC datasets date from 2016 and are being updated). Emphasis placed on understanding LA-specific lighting standards and highway adoption requirements. BBC provided links to the Street Lighting Policy via the Roads Adoption Policy. Lighting Emissions Impact Assessment underway. | |
| 4. | Ford End Road Multi-Storey Access <ul style="list-style-type: none"> EWR Co presented: <ul style="list-style-type: none"> Existing Ford End Road layouts Non-statutory consultation proposals Current baseline designs including new signalised junction and MSCP location AP expressed concerns that new traffic lights risk congestion back into Queens Park, and emphasised interdependency with ongoing modelling. MS reiterated BBC's priority to promote active travel and maintain minimum 3m footways. Action: EWR Co to ensure Ford End Road proposals are fully captured in traffic modelling and road safety assessment Action: Active travel requirements (including 3m footways) to be considered in design development Action: EWR Co to schedule dedicated active travel meetings with BBC | 8 9 10 |
| 5. | Bedford Station Western Entrance <ul style="list-style-type: none"> EWR Co presented updated designs including MSCP relocation, security standoff requirements, and changes to residential car parking and recreation space. Clarification sought by PS regarding cycle parking. Action: EWR Co to confirm final location and numbers of cycle | 11 |

| Item | Text | Action |
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| | <p>parking spaces</p> <ul style="list-style-type: none"> • Action: Modal shift assumptions to revisited and shared at a future T&T meeting | 12 |
| 5. | <p>Poets Area – One Way Configuration</p> <ul style="list-style-type: none"> • EWR Co presented the existing layout and three proposed configuration options. • AP requested an Option 4 reflecting the original non-statutory consultation design which avoids creating a full loop past Chaucer Road resident. • Action: EWR Co to develop and assess Option 4 including turning heads at Spenser Road • Action: EWR Co to assess AP’s preferred anti-clockwise loop (Temporary Works Option 3) into further feasibility testing | 13 14 |
| 6. | <p>AOB & Next Steps</p> <ul style="list-style-type: none"> • Future HWG meetings to cover a broader set of maintainable assets (e.g., drainage, maintenance). • Action: EWR Co to pick up with SJ about engagement with Poets Area and approach to engagement ahead of consultation and to feedback to BBC | |

Action log:

| Action | Action Owner |
|--|--------------------------|
| 1. EWR Co to update collated list with contacts provided by MS | EWR Co |
| 2. EWR Co to include David Bennett for all HWG meetings | EWR Co |
| 3. EWR Co to extend meeting minutes to Peter Simon from BBC | EWR Co |
| 4. JBB & SC to collate all outstanding BBC feedback and present back to EWR Co when ready | Bedford BC – JBB & SC |
| 5. BBC to review RSAs and DB to provide comments | Bedford BC – DB |
| 6. GC (BBC) to provide indicative timeline on updated Local Plan 2040 | Bedford BC – GC |
| 7. MS to chase DB on confirming bridge ownership at Bromham Road | Bedford BC – MS & DB |
| 8. EWR Co to ensure Ford End Road proposals are fully captured in traffic modelling and road safety assessment | EWR Co |
| 9. Active travel requirements (including 3m footways) to be considered in design development | EWR Co |
| 10. EWR Co to schedule dedicated active travel meetings with BBC | EWR Co |
| 11. EWR Co to confirm final location and numbers of cycle parking spaces | EWR Co |
| 12. Modal shift assumptions to revisited and shared at a future T&T meeting | EWR Co |
| 13. EWR Co to develop and assess Option 4 including turning heads at Spenser Road | EWR Co |
| 14. EWR Co to pick up with SJ about engagement with Poets Area and approach to engagement ahead of consultation and to feedback to BBC | EWR Co |