

Broads Local Access Forum

20 May 2026

Agenda item number 8

Active Travel England Report

Report by Waterways and Recreation Officer

Summary

The purpose of this report is to update Forum members of the position and progress of Phase 2 of the Active Travel England National Parks Capability Fund.

1. Introduction

- 1.1. Active Travel England (ATE) aims to improve health and wellbeing, tackle climate change and restore nature through increased active travel replacing shorter journeys and commutes, achieved by improving connectivity.
- 1.2. This has been supported through the ATE 'Capability Fund', allocated across the ten English National Parks, enabling them and their co-located authorities to develop inclusive active travel programmes.
- 1.3. Phase 1 of the ATE Capability Fund saw the production of the Broads Local Walking, Wheeling and Cycling Infrastructure Plan (Broads LCWIP). Phase 2 was announced in 2025 and the Broads Authority submitted its bid for this funding in January 2026.

2. Phase Two Project Progress

- 2.1. Following a successful bid for Phase 2 of the National Parks Capability Fund, the Broads Authority was awarded £200,000 in March 2026. The Authority has 18 months to bring priority schemes, highlighted in the Broads LCWIP, to a design ready stage. Completed scheme designs can then be taken forward to delivery, should suitable funding become available.
- 2.2. A Steering Group has been set up to guide and support the project; the group comprises members of Norfolk and Suffolk County Councils, Natural England, Forum representatives for cycling and walking and Broads Authority staff.
- 2.3. Early project milestones, now completed, included the submission of a 'Theory of Change' model (Appendix 1) and a Project Plan (Appendix 2).
- 2.4. The Phase 2 mandatory activity over the 18 months requires at least one scheme to reach a design stage ready for external funding bids and delivery. As part of the

Capability Fund, the Broads Authority's project includes employing an Active Travel Project Officer (ATPO) who will be in post until October 2027. Activities to be delivered include local public engagement events, additional staff training on Active Travel, data collection, and pooling National Park resources to look at cost-cutting issues.

- 2.5. The ATPO role is currently going through evaluation with a view to advertise and interview end of May/ beginning of June. The role would then be filled with an officer in post by mid July 2026.
- 2.6. Work has commenced reviewing schemes in the Broads LCWIP, finalising a metric for scoring according to a number of factors including: active travel benefits, economic viability and connectivity within the Broads.

3. Financial implications

- 3.1. Phase 2 will be funded by ATE with £200,000 allocated for expenditure in 2026/27 and 2027/28 for project completion in October 2027. The Authority shall engage a contractor to assist with the detailed scheme feasibility and design work. A report shall be brought to Forum meetings to update on progress.

4. Conclusion

- 4.1. The ATE NPCF Phase 2 project will bring to life prioritised schemes highlighted in the Broads LCWIP, as budget allows. Through increased internal capacity with the employment of a project officer, engagement with local Active Travel experts, staff training and public engagement the project plan will be closely monitored. The Steering Group will support this work, to ensure the ATE aims are met and the schemes taken forward will bring active travel benefits to the Broads.

Author: Tobi Radcliffe

Date of report: 29 April 2026

[Broads Plan](#) objectives: E1 – Improve the integrated network of access routes and points (with easier access for people with mobility and sensory needs), linked to visitor facilities

Appendix 1 – [Theory of Change – Broads NPCF Phase 2](#)

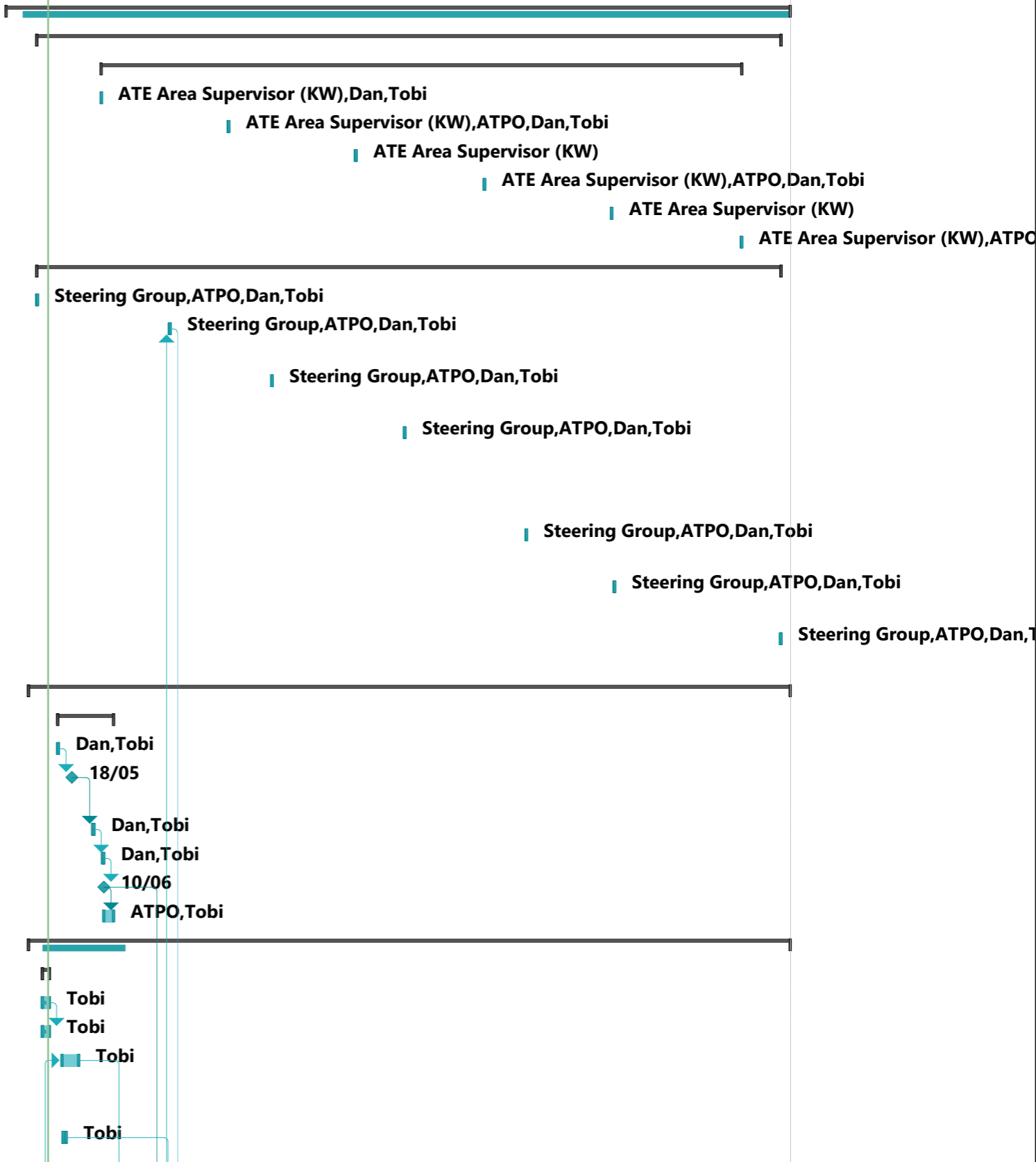
Appendix 2 – [Project Plan – Broads NPCF Phase 2](#)

ATE Capability Fund Phase 2

Objectives: to bring 3 schemes to design stage ready to bid for capital funding; increase resilience, capacity and upskill Broads Authority staff; form partnerships with LHAs and stakeholders within the Broads.

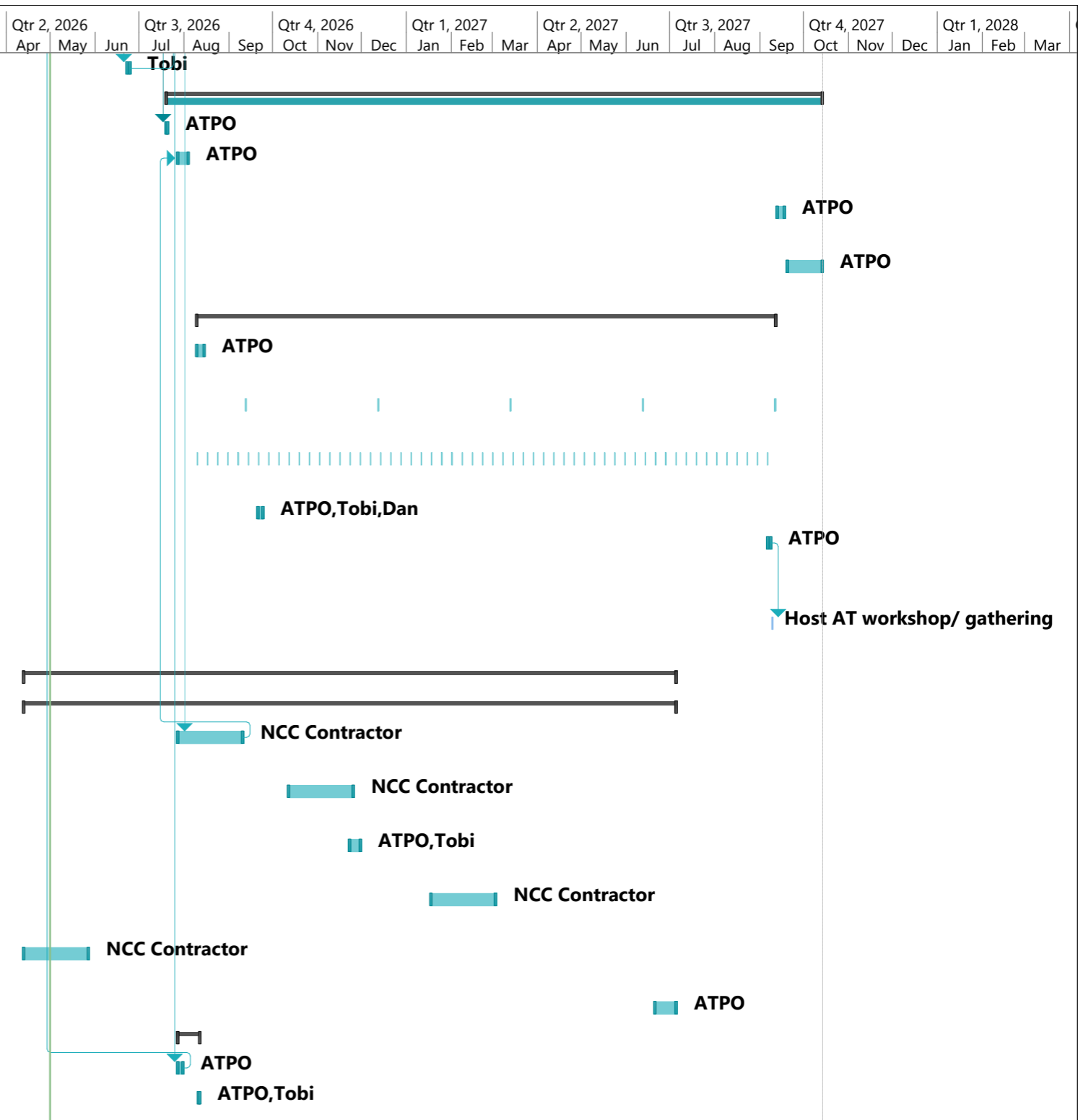


ID	Task Mode	Task Name	Work	Duration	Start	Finish	% Work Complete	Qtr 2, 2026			Qtr 3, 2026			Qtr 4, 2026			Qtr 1, 2027			Qtr 2, 2027			Qtr 3, 2027			Qtr 4, 2027			Qtr 1, 2028		
								Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
1		ATE NPCF P2	535.85 days	391.24 days?	Wed 01/04/26	Wed 13/10/27	1%																								
2		MEETINGS	10.5 days	370.49 days	Thu 23/04/26	Thu 07/10/27	2%																								
3		Quarterly meetings	4.25 days	318.33 days	Mon 08/06/26	Thu 09/09/27	0%																								
4		Quarterly Catch Up	10.75 days	0.25 days	Mon 08/06/26	Mon 08/06/26	0%																								
5		Quarterly catch Up	1 day	0.25 days	Mon 07/09/26	Mon 07/09/26	0%																								
6		Quarterly Catch Up	10.25 days	0.25 days	Mon 07/12/26	Mon 07/12/26	0%																								
7		Quarterly Catch up	1 day	0.25 days	Tue 09/03/27	Tue 09/03/27	0%																								
8		Quarterly catch up	20.25 days	0.25 days	Tue 08/06/27	Tue 08/06/27	0%																								
9		Quarterly catch up	31 day	0.25 days	Thu 09/09/27	Thu 09/09/27	0%																								
10		Steering Group meetin	6.25 days	370.49 days	Thu 23/04/26	Thu 07/10/27	4%																								
11		Steering Group Kick	0.25 days	0.25 days	Thu 23/04/26	Thu 23/04/26	100%																								
12		Steering group finalise 3 schemes	1 day	0.25 days	Mon 27/07/26	Mon 27/07/26	0%																								
13		Steering group - discuss feasibility of	1 day	0.25 days	Thu 08/10/26	Thu 08/10/26	0%																								
14		Steering Group - concept design presentation, progress on	1 day	0.25 days	Mon 11/01/27	Mon 11/01/27	0%																								
15		Steering Group - review preliminary	1 day	0.25 days	Thu 08/04/27	Thu 08/04/27	0%																								
16		Steering Group - review detailed	1 day	0.25 days	Thu 10/06/27	Thu 10/06/27	0%																								
17		Steering Group - wrap up meeting	1 day	0.25 days	Thu 07/10/27	Thu 07/10/27	0%																								
18		CAPACITY BUILDING TAS	368.6 days	379.24 days?	Fri 17/04/26	Wed 13/10/27	1%																								
19		Recruitment	15 days	28.08 days	Fri 08/05/26	Tue 16/06/26	7%																								
20		Finalise ATPO JD	1 day	0.5 days	Fri 08/05/26	Fri 08/05/26	100%																								
21		ATPO JD published - advert out	0 days	0 days	Mon 18/05/26	Mon 18/05/26	0%																								
22		ATPO short list	2 days	1 day	Tue 02/06/26	Tue 02/06/26	0%																								
23		ATPO interviews	2 days	1 day	Tue 09/06/26	Tue 09/06/26	0%																								
24		ATPO start	0 days	0 days	Wed 10/06/26	Wed 10/06/26	0%																								
25		ATPO Induction	10 days	5 days	Wed 10/06/26	Tue 16/06/26	0%																								
26		ATPO Tasks	22.79 days	379.24 days	Fri 17/04/26	Wed 13/10/27	18%																								
27		Preparation tasks	9.84 days	5 days	Mon 27/04/26	Fri 01/05/26	41%																								
28		Create Project Pla	4.89 days	4.89 days	Mon 27/04/26	Fri 01/05/26	41%																								
29		Create Theory of	4.95 days	4.95 days	Mon 27/04/26	Fri 01/05/26	40%																								
30		Create and apply matrix to routes to prioritise schemes	9.25 days	10 days	Mon 11/05/26	Fri 22/05/26	0%																								
31		Review proposed routes in LCWIP	1.85 days	2 days	Tue 12/05/26	Wed 13/05/26	0%																								



Project: Phase 2 plan 2026 - 20 Date: Fri 01/05/26	Task		Project Summary		Manual Task		Start-only		Deadline	
	Split		Inactive Task		Duration-only		Finish-only		Progress	
	Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
	Summary		Inactive Summary		Manual Summary		External Milestone			

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								Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
32		Shortlist of 5/6 schemes	1.85 days	2 days	Tue 23/06/26	Wed 24/06/26	0%																								
33		Core tasks	330.81 days	313.08 days	Mon 20/07/26	Wed 13/10/27	0%																								
34		Review LCWIP	1 day	1 day	Mon 20/07/26	Mon 20/07/26	0%																								
35		Planning for Community	5 days	5 days	Tue 28/07/26	Mon 03/08/26	0%																								
36		Review LCWIP - end of P2	5 days	5 days	Mon 13/09/27	Fri 17/09/27	0%																								
37		Seek and apply for external funding	18 days	18 days	Mon 20/09/27	Wed 13/10/27	0%																								
38		Public engagement	301.81 days	275.08 days	Mon 10/08/26	Sat 11/09/27	0%																								
39		Community engagement	5 days	5 days	Mon 10/08/26	Fri 14/08/26	0%																								
40		Community engagement	5 days	250 days	Sat 12/09/26	Sat 11/09/27	0%																								
46		ATE workshop planning	274.08 days	274.08 days	Mon 10/08/26	Thu 09/09/27	0%																								
104		ATE Conference	9.73 days	3.24 days	Mon 21/09/26	Thu 24/09/26	0%																								
105		Prep Active Travel East of England	2 days	2 days	Mon 06/09/27	Wed 08/09/27	0%																								
106		Host AT workshop/	6 days	1 day	Thu 09/09/27	Thu 09/09/27	0%																								
107		CONTRACTOR LED	156.76 days	312.05 days	Mon 13/04/26	Mon 05/07/27	0%																								
108		Scheme designs	151.35 days	312.05 days	Mon 13/04/26	Mon 05/07/27	0%																								
109		Feasibility for 3 schemes/ routes	32.43 days	32.43 days	Tue 28/07/26	Thu 10/09/26	0%																								
110		Concept designs for 3 schemes	32.43 days	32.43 days	Mon 12/10/26	Wed 25/11/26	0%																								
111		Evaluate concept designs	10.81 days	5.41 days	Mon 23/11/26	Mon 30/11/26	0%																								
112		Preliminary design commence 3	32.43 days	32.43 days	Mon 18/01/27	Wed 03/03/27	0%																								
113		Detailed designs 3 x schemes	32.43 days	32.43 days	Mon 13/04/26	Wed 27/05/26	0%																								
114		Finalise scheme designs	10.81 days	10.81 days	Mon 21/06/27	Mon 05/07/27	0%																								
115		Training	5.41 days	11 days	Tue 28/07/26	Tue 11/08/26	0%																								
116		Training - feasibility	3.24 days	3.24 days	Tue 28/07/26	Fri 31/07/26	0%																								
117		Training - rural accessibility	2.16 days	1.08 days	Tue 11/08/26	Tue 11/08/26	0%																								



Project: Phase 2 plan 2026 - 20
Date: Fri 01/05/26

Task		Project Summary		Manual Task		Start-only		Deadline	
Split		Inactive Task		Duration-only		Finish-only		Progress	
Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
Summary		Inactive Summary		Manual Summary		External Milestone			