

Tony Kershaw, Director of Law and Assurance in consultation with Councillor Roger Elkins, Cabinet Member for Highways and Transport	Ref No: HI05 (20/21)
July 2020	Key Decision: Yes
Emergency Active Travel Fund (tranche 1) – temporary pop-up cycle schemes	Part I
Report by Executive Director Place Services and Director of Highways, Transport and Planning	Electoral Division(s): All
<p>Summary</p> <p>Highways and Transport have been successful in bidding for additional funds from the Department for Transport Emergency Active Travel Fund to deliver 7 pop-up cycle routes across the county. In order to deliver these schemes, the capital funding element awarded to West Sussex needs to be added to the existing capital programme.</p> <p>This proposed decision was published in the Forward Plan on 22 June therefore the required 28 days’ notice has been given. However, due to challenging government timescales for commencement and implementation, the Cabinet Member for Highways and Infrastructure has authorised that this urgent decision can be taken by the Director for Law and Assurance. The Chairman of the Environment and Communities Select Committee agreed that this decision is urgent and delay would prejudice the County Council’s interests.</p>	
<p>West Sussex Plan: Policy Impact and Context</p> <p>Delivering 7 pop-up cycle schemes align to the priorities in the West Sussex Plan Implementing these schemes provides for active travel alternatives for short journeys in key locations to help residents access employment, shops and schools without over reliance on cars or public transport as the nation gradually eases Covid-19 lockdown.</p>	
<p>Financial Impact</p> <p>The anticipated costs will be fully covered by the total funding received for Tranche 1 of £0.781m, which comprises £0.547m capital and £0.234m revenue. This funding is contingent on work starting within 4 weeks of award and completing within a further 8 weeks.</p>	

Recommendations:

The Director of Law and Assurance –

- (1) notes the addition to the capital allocation of £0.547m to the highways capital budget and the additional £0.234m to the highways revenue budget
- (2) approves the implementation of the seven schemes outlined in Appendix A of the report (via the Balfour Beatty Living Places contract)
- (3) delegates authority to the Director of Highways, Transport and Planning, in consultation with the Cabinet Member for Highways and Infrastructure, to subsequently amend or remove schemes as part of dynamic monitoring.

1. Background and Context

- 1.1 On Saturday 9 May the Secretary of State for Transport announced a £250m Emergency Active Travel Fund (EATF) to facilitate walking and cycling as a mode of transport in England. The EATF is part of an overall £2bn long-term package announced in February 2020.
- 1.2 The £250m included £25m for cycle maintenance vouchers and £225m for temporary measures that support reopening the economy and the easing of COVID-19 lockdown restrictions. Government guidance on funding for EATF was published on 28 May 2020. The maximum funding for WSCC is £3.919m which is split into two tranches. This decision concerns tranche 1 and tranche 2 will be the subject of a further decision report.
- 1.3 The main purpose of the funding is to promote cycling as a replacement for journeys previously made by public transport. Funding is weighted towards areas which until the crisis had high levels of public transport use, especially for short and local journeys which can now be cycled. Schemes were expected to be temporary in nature but may evolve into permanent changes.
- 1.4 The Department for Transport (DfT) required Tranche 1 proposals to be submitted by 5 June 2020 which was achieved. On 26 June WSCC was advised that the bid was successful in achieving £0.781m funding. The DfT has advised that if schemes are not started within four weeks of award and completed within eight weeks of works commencement, the funding may be clawed back.

2 Proposal Details

- 2.1 In excess of 250 different scheme ideas were identified from various sources outlined in section 3 below. These were divided into three

scheme types of which type 1 were walking and cycling routes which were appropriate for submission under the EATF.

2.2 Each type 1 scheme was subject to assessment in respect of basic technical standards. During the week commencing 1 June 2020 each Type 1 suggestion that passed the technical assessment was scored by a panel of officers against the following criteria:

- Scope to make the scheme permanent
- Priority within a Local Walking and Cycling Infrastructure Plan (LCWIP)
- Stakeholder support
- Output from the Rapid Cycleway Prioritisation Toolkit (University of Leeds)
- Presence of a public transport/key worker corridor
- Buildability/ease of implementation

2.3 An estimated scheme cost per linear kilometre was derived from information provided by our delivery partner (Balfour Beatty Living Places) and neighbouring local authorities. In some cases various scheme suggestions were combined into a composite scheme to ensure the best chance of a successful bid. The highest scoring Type 1 scheme from each district was included in the Tranche 1 bid.

2.4 A bid (appendix A) was submitted to government on 5 June 2020. The programme of works includes reallocating road space to cycle lanes using temporary traffic management and other forms of light segregation, supported in some instances with 20mph speed limits and other temporary traffic regulation orders (TROs). The programme will deliver 21 linear kilometres of temporary cycle lanes in the major conurbations across the seven districts in West Sussex, facilitating travel choice in major urban centres and linking commuting destinations.

3 Factors taken into account

Consultation

3.1 Following the announcement on 9 May, and prior to the Department's letter of 28 May outlining details of the Tranche 1 funding, officers opened dialogue with district and borough council colleagues and the South Downs National Park. Each of these submitted a list of priority routes that they considered would benefit from temporary 'pop-up' active travel measures and in some cases other ideas linked with opening the high street.

3.2 Independently, the various local cycle forums in West Sussex produced their own list of suggestions. In addition, a number of cycle forums contacted their local county councillor or parish / town councils about their list, and this prompted a number of additional suggestions.

Furthermore, some requests for improvements were received directly from residents and other organisations such as Sustrans.

- 3.3 The Cabinet Member of Highways and Transport wrote to all county councillors on 21 May with information describing how potential ideas were being collated, the process being followed and inviting members to contribute should they so wish. In total, over 250 suggestions were received and a database established to record them.

4 Financial (revenue and capital) and Resource Implications

- 4.1 The bid confirmation letter is attached at appendix B.

- 4.2 Revenue consequences of proposal

	2020/21	2021/22	Future Years	Total
	£m	£m	£m	£m
Revenue Budget	0.000	0.000	0.000	0.000
Receipt of Grant	0.234	0.000	0.000	0.234
Proposed expenditure	(0.234)	0.000	0.000	(0.234)
Remaining Budget	0.000	0.000	0.000	0.000

- 4.3 Capital consequences

	2020/21	2021/22	Future Years	Total
	£m	£m	£m	£m
Capital Budget	0.000	0.000	0.000	0.000
Receipt of Grant	0.547	0.000	0.000	0.547
Proposed Expenditure	(0.547)	0.000	0.000	(0.547)
Remaining Budget	0.000	0.000	0.000	0.000

The funding was announced in May 2020 and therefore added to the 2020/21 revenue budget and capital programme.

- 4.4 The DfT has advised that if schemes are not started within four weeks of award and completed within eight weeks of work commencement, the funding may be clawed back by adjusting downwards a future grant payment to the authority, which would impact on the ability to secure tranche 2 funding.
- 4.5 Responding to the Emergency Active Travel Fund has to date required the Local Transport Improvement Team (approx. 5 FTE) to be diverted away from primarily developing programmed transport improvements. This will remain the case assuming the Tranche 1 bid is successful in order that implementation of temporary improvements can be managed.

5 Legal Implications

The terms and conditions associated with the grant are attached at appendix B. There are no specific legal implications. Some schemes will need to be supported through a Traffic Regulation Order which will be implemented via the 18 month temporary process.

6 Risk Implications and Mitigations

Risk	Mitigating Action (in place or planned)
Grant conditions require start within 4 weeks effective from 6 th July and works completion within 12 weeks. Funding could be taken back if not achieved.	A project manager has been assigned for each scheme; severely reduced consultation process agreed.
May not be able to purchase required equipment.	Pre-purchasing equipment e.g. traffic 'wands' and signage.
Consultants and contractors may not be able to complete work in time.	WSP consultants employed to simultaneously produce designs, and road space and contractors pre-booked.
Funding may not cover full implementation costs.	Schemes designed such that elements may not be implemented to ensure compliance with budgetary constraints.
Schemes may be unpopular / cause traffic management issues.	Schemes will be closely monitored and are trial / temporary in nature. Schemes may therefore be amended or removed.
Programmed highway schemes under the Local Transport Improvements Programme 2021/22 (e.g. safety, school gate, bus priority and other cycling and walking schemes) will be necessarily deferred or reduced. Community TROs and Community Highways Schemes may be similarly affected.	Programmed work will be kept under review. Members will be advised about any delays in due course when the implications are understood.

7 Other Options Considered

The alternative would have been to not bid for the funding and to not implement each scheme. This was considered however the level of interest locally and also the engagement and direction from Government meant that this option was not agreed.

8 Equality and Human Rights Assessment

The Government defined timescales associated with bidding was restricted to 5 working days. A specific Equalities Analysis has not therefore been undertaken for this proposal. However, these schemes are temporary and may be considered a trial. Therefore should any issues be identified schemes can be amended or removed.

9 Social Value and Sustainability Assessment

As 8.1 assessments have not been made. Similarly, these schemes are temporary and may be considered a trial.

10 Crime and Disorder Reduction Assessment

None identified.

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Appendices

Appendix A – Bid submission

Appendix B – Bid confirmation letter

Background Papers:

None