

# South East Midlands Local Transport Board

**Contains Confidential  
or Exempt Information** No

**Title of Report** LOCAL TRANSPORT BODY – Prioritisation of  
Transport Schemes

**Meeting Date:** 23 April 2013

**Responsible Officer(s)** Glenn Barcham, Bedford Borough Council, Paul Cook,  
Central Bedfordshire Council, Keith Dove, Luton Borough  
Council, Brian Matthews, Milton Keynes Council, Hilary  
Chipping, SEMLEP.

**Presented by:** Keith Dove Transportation Strategy & Regulation  
Manager, Luton Borough Council

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## The Board is asked to:

1. **approve a list of strategic transport schemes for inclusion as part of the prioritisation process;**
2. **agree the weightings associated with the objectives and other factors against which each scheme in the long list shall be assessed;**
3. **approve the scope of the consultants brief to undertake the prioritisation process;**
4. **authorise the officer Working Group to invite a shortlist of consultants to Tender for the prioritisation work and, in consultation with the Members, to agree the preferred consultant to undertake this study; and**
5. **endorse the allocation by each Local Authority of £5000 to undertake this prioritisation work.**

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## Executive Summary

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| <b>1.</b> | Following a consultation on devolving major scheme funding during the early part of 2012, the coalition government has now decided that from 2014/15 Government investment in major highways and transport schemes delivered by Local Highway Authorities will be funded through Local Transport Bodies (LTBs). The Department for Transport (DfT) issued Guidance on the establishment of LTBs on 23 November 2012. |
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|                          | <p>As set out in the DfT guidance, the primary role of the LTB will be to decide which transport investments should be prioritised, to review and approve business cases for each prioritised scheme, and to ensure effective delivery of the programme. The Guidance seeks the creation of the LTB in early 2013 with its assurance framework adopted and for the Board to agree its priorities by July 2013.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <p><b>Background</b></p> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <p><b>2.</b></p>         | <p>This report specifically deals with the prioritisation process as set out in Part 2 of the Local Framework, the requirements for which are set out in Part 2 of the DfT Guidance. The key elements of the prioritisation process are that:</p> <ul style="list-style-type: none"> <li>• each Local Authority shall prepare a list of eligible transport schemes; and</li> <li>• the prioritised shortlist will be generated by a spreadsheet methodology that takes into account the LTB objectives, together with the scheme cost, deliverability to programme. Value for Money, and the environmental/social distribution impacts.</li> </ul>                                                                                                                                                                                                                                                                                                                      |
| <p><b>3.</b></p>         | <p>The only option that meets the requirements of the DfT is for the four Councils to work together to deliver the implementation of major transport schemes in their area. If any of the four Councils do not formally agree to become part of the South East Midlands Local Transport Board, then they will not be entitled to a share of the DfT funding after 1 April 2015.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <p><b>4.</b></p>         | <p><b>Identifying a long list of eligible transport schemes</b></p> <p>These could include highway, public transport (bus or rail), asset management or public realm improvements, together with packages of these. Main criterion is that they should have a minimum capital cost of £2.5m. It is likely that schemes included in the long list will be at different stages of development.</p> <p>As part of a wider infrastructure study currently being undertaken by SEMLEP, a list of strategic infrastructure requirements to support the growth of the area has been identified, which includes major transport schemes in the LTB area. A list of those schemes that could be funded by a contribution from the LTB is included at Appendix A to this report.</p> <p>However the Board should note that the individual Local Highway Authorities may wish to add further schemes to the final long list to be prepared for the LTB prioritisation process.</p> |

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| <p><b>5.</b></p> | <p><b>Objectives against which to assess these schemes</b></p> <p>Based on a review of the Local Transport Plans of the constituent Local Authorities and other relevant previous policy, the objectives against which each scheme in the long list shall be assessed, together with the weighting (in parentheses) to be applied to each, will be to:</p> <ul style="list-style-type: none"> <li>• Provide a reliable and efficient transport system that supports the sustainable growth in homes and jobs (3)</li> <li>• Support economic growth and regeneration (3)</li> <li>• Contribute to a reduction in CO2 and other transport emissions (2)</li> <li>• Improve accessibility of the whole community to existing and new services, amenities and facilities including education and training (2)</li> <li>• Contribute to better safety and security of travel (2)</li> <li>• Promote sustainable travel choices that are beneficial to health (2)</li> <li>• Contribute to a better quality of life by improving the natural and built environment (1)</li> </ul> <p>In addition to demonstrating how each scheme meets the above objectives, following factors should also be taken into account:</p> <ul style="list-style-type: none"> <li>• Project Cost, including eligible preparation costs and Quantified Risk Assessment, together with any operating costs (2)</li> <li>• Risk associated with programme deliverability (3)</li> <li>• Third party contributions and Value for Money (3)</li> <li>• Assessment of environmental impacts (1)</li> <li>• Identification of social distribution impacts (1)</li> </ul> |
| <p><b>6.</b></p> | <p>A Working Group comprising officers from the four Councils and SEMLEP has carried out some initial work in assessing and amending a spreadsheet originally developed by Milton Keynes Council that could be used to prioritise the long list of transport schemes. However in order to assess these, as set out in the Local Framework there is a need for this work to be undertaken by an independent consultant. A shortlist of suitable consultants has been identified by the Working Group, and these will be invited to tender for this work.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

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|                           | <p>In particular the consultants will be asked to :</p> <ul style="list-style-type: none"> <li>• review the spreadsheet and related scoring mechanism</li> <li>• review the SEMLEP infrastructure study proforma</li> <li>• collate data supplied by scheme promoters and verify/ moderate the data inputs for LTB transport schemes before entering this information into the agreed prioritisation spreadsheet</li> <li>• report on the outcome of this work, including a progress report to be considered by an LTB meeting in June and a final draft report to be considered at the July LTB meeting.</li> </ul> <p>Four officers from the Working Group will assess the bids. Their recommendation on the preferred contractor to undertake this work, supported by a table summarising the scores for each of the consultants who submitted Tenders, will be submitted to the Board Members in May..</p> |
| <b>Issues</b>             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Strategy Implications     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 7.                        | The transport schemes to be included in the prioritised list are expected to reflect the policy/strategy background priorities of the promoting local authority.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Governance & Delivery     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 8.                        | The day to day work on the prioritisation process will be managed by the officer Working Group. However a progress report will be made to the June shadow LTB meeting, and a final report on the prioritisation process will be presented to the July Board meeting in order to deliver the prioritised list to the DfT by the end of July 2013.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Management Responsibility |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 9.                        | Not applicable for this report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Financial Implications    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 10.                       | <p>It is anticipated that the cost of appointing a consultant to undertake the prioritisation process will be around £15,000. Any funding allocated to the process will be managed by the Accountable Body.</p> <p>The officer working group and other officer costs of servicing the LTB is expected to be met from existing resources within each authority.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

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| <b>Legal Implications</b>                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 11.                                       | The LTB will operate within the assurance framework to be agreed at the LTBs first meeting, subject to any further amendments required by the DfT.                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Environmental and Health Impacts</b>   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 12.                                       | <p>The prioritisation process per se does not have any environmental impacts although, as part of that process, the pro-forma for individual transport schemes will consider impacts at a strategic level. However individual transport schemes brought forward through the LTB process will be developed with due consideration to relevant legislation including how it impacts on the environment.</p> <p>Each individual authority will undertake its responsibility in terms of ensuring an appropriate environmental impact assessment is undertaken for individual schemes.</p> |
| <b>Public Sector Equality Duty (PSED)</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 13.                                       | <p>The prioritisation process per se does not have any equalities impacts, although, as part of that process, the pro-forma for individual transport schemes will consider impacts at a strategic level. However individual transport schemes brought forward through this process will be developed with due consideration to relevant legislation including how it impacts on equalities issues.</p> <p>Each individual authority will undertake its responsibility in terms of ensuring an appropriate equality impact assessment is undertaken for individual schemes.</p>         |
|                                           | Are there any risks issues relating Public Sector Equality Duty      No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|                                           | <i>No</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

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| <b>Risk Analysis</b>                                                                                                                                                |
| Briefly analyse the major risks associated with the proposal and explain how these risks will be managed. This information may be presented in the following table. |

| <b>Identified Risk</b>     | <b>Likelihood</b> | <b>Impact</b> | <b>Actions to Manage Risk</b>                                                   |
|----------------------------|-------------------|---------------|---------------------------------------------------------------------------------|
| LTB acts outside its remit | Low               | High          | Development of robust prioritisation process as part of the assurance framework |

|                                                       |     |      |                                                                                              |
|-------------------------------------------------------|-----|------|----------------------------------------------------------------------------------------------|
| Loss of support from 1 or more LTB member authorities | Low | High | Timely information provided. Regular officer meeting to identify and respond to any tensions |
|                                                       |     |      |                                                                                              |

| <b>Background Documents</b>                                                                          | <b>Location (including url where possible)</b>                                                                                                                                                                                                        |
|------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Local Frameworks for funding major transport schemes: guidance for Local Transport Bodies (Nov 2012) | <a href="https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/15176/guidance-local-transport-bodies.pdf">https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/15176/guidance-local-transport-bodies.pdf</a> |