

# Public Document Pack



Thursday, 4 June 2020

To: Members of the SCR - Transport Board and Appropriate Officers

You are hereby invited to a meeting of the Sheffield City Regional Mayoral Combined Authority to be held at **Virtual Meeting**, on: **Friday, 12 June 2020 at 2.00 pm** for the purpose of transacting the business set out in the agenda.

A handwritten signature in black ink, appearing to read "D. Smith".

Dr Dave Smith  
**Chief Executive**



You can view the agenda and papers at [www.sheffieldcityregion.org.uk](http://www.sheffieldcityregion.org.uk) or use a smart phone camera and scan the QR code

## **Member Distribution**

Mayor Dan Jarvis MBE (Chair)  
Councillor Chris Read (Vice-Chair)  
Councillor Dave Leech  
Councillor Joe Blackham  
Councillor Chris Furness  
Councillor Abdul Khayum  
Stephen Edwards  
Peter Kennan  
Alison Kinna  
Mark Lynam  
Sarah Norman  
Matthew Gladstone (Reserve)

SCR Mayoral Combined Authority  
Rotherham MBC  
Barnsley MBC  
Doncaster MBC  
Non-Constituent Authorities  
Sheffield City Council  
SYPTE  
Private Sector LEP Board Member  
Private Sector LEP Board Member  
SCR Executive Team  
Barnsley MBC  
Barnsley MBC

SCR - Transport Board

Friday, 12 June 2020 at 2.00 pm

Venue: Virtual Meeting



## Agenda

Agenda Ref No	Subject	Lead	Page
1.	Welcome and Apologies	Mayor Dan Jarvis	
2.	Declarations of Interest by individual Members in relation to any item of business on the agenda	Mayor Dan Jarvis	
3.	Active Travel Emergency COVID-19 Response	Mr Mark Lynam	5 - 14
4.	Active Travel Emergency Fund Programme Approvals	Ms Sue Sykes	15 - 18
5.	Any Other Business	Mayor Dan Jarvis	
<b>Date of next meeting:</b> Friday, 3 July 2020 at 10.00 am <b>At:</b> 11 Broad Street West, Sheffield S1 2BQ			

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**Transport Board**

**Active Travel Emergency COVID-19 Response**

**Purpose of Report**

This report outlines the SCR proposal for active travel interventions submitted to the Department for Transport (DfT) for £1.437m Emergency Active Travel Funding.

**Thematic Priority**

Secure investment in infrastructure where it will do most to support growth

**Recommendations**

That members of the Board:

- Endorse the allocation of funding to the four Local Authorities and SCR/PTE and the proposals submitted to the DfT to the value of £1.437m in relation to the government's Emergency Active Travel funding.

**1. Introduction**

- 1.1** The government released new statutory guidance on the 9<sup>th</sup> May, along with an announcement of £250m emergency funding this year for Active Travel. The statutory guidance was further clarified in a letter from the DfT advising that the changes we plan should be based on our LCWIP (Local Cycling and Walking Investment Plan) and include:
- Re-allocating road space to active travel, including the use of cones etc.
  - Routing car travel away from congested places
  - Engaging with employers with information and measures to support active travel
  - Reducing speed limits
  - Creating pop-up features such as park and ride and temporary cycle parking etc
- 1.2** SCR had already been developing a COVID-19 Active Travel response and partner authorities were already drawing up and implementing schemes.
- 1.3** On the 23<sup>rd</sup> May it was further announced by the DfT that the Emergency funding would involve £25m for a national cycle repair schemes and that an indicative SCR allocation of the remaining funding would total £7.168m
- 1.4** On the 27<sup>th</sup> May a letter was sent to the SCR detailing that the funding would be split into two phases and setting out details of the process for applying for the first £45m (SCR indicative allocation £1.437m). The first phase is targeted on closing roads to through traffic, installing segregated cycle lanes and widening pavements. Further

written clarification from the DfT was received that work being implemented in response to the letter on 9<sup>th</sup> May would qualify for this funding provided it met the criteria.

- 1.5 On the 1<sup>st</sup> of June the MCA agreed to accept the Emergency Active Travel Grant Funding from the government and confirmed that proposals for the first tranche of investment should be considered by the Transport Board. The MCA also adopted the Active Travel Implementation Plan as the SCR LCWIP.

## 2. Proposal and justification

- 2.1 In response to the initial information about funding, the four Local Authority partners drafted plans for measures to address the challenges and opportunities for active travellers that the COVID-19 lockdown has presented. The schemes will help with social distancing near shops with queues, and busy footways and will be progressed quickly. Measures to create active travel lanes were also identified, and some have been implemented. The SCR Active Travel map has been a source of significant local intelligence on where there is local demand. It has over 1000 comments and over 350 additional people registered since 10<sup>th</sup> April – the total comments are well over 4000 and we have over 1000 registered users.
- 2.2 Active Travel measures will play a significant role in easing capacity constraints on public transport. This is recognised by the Government and public transport use was used by the Department to determine funding allocations.
- 2.3 With the additional information for phase 1, funding schemes that qualify were identified in three distinct groups:
- Those that had been progressed between 9<sup>th</sup> and 27<sup>th</sup> May
  - Those that were planned to be progressed from the 27<sup>th</sup> May until funding arrives (estimated at end of June)
  - Those that could be started within four weeks of funding, and completed in less than 8 weeks (estimated implementation in July and August)

The DfT Guidance indicates that if work has not started within four weeks of receiving the allocation under this tranche of funding or has not been completed within eight weeks of starting then the Department will reserve the right to claw the funding back by adjusting downwards a future grant payment to authorities.

The bid to the DfT is included at Appendix 1

- 2.4 Funding has been allocated across the Local Authorities on a per capita basis as follows:

Recipient	Proportion	Amount
SCR / SYPTE	Top slice 2.5%	£36,000
Barnsley	17.48%	£241,000
Rotherham	18.87%	£265,000
Doncaster	22.14%	£311,000
Sheffield	41.52%	£584,000
<b>Total</b>		<b>£1,437,000</b>

The SCR allocation will cover management costs.

- 2.5 The SCR bid to the DfT is included in Appendix 1. The deadline for submitting this was Friday 5<sup>th</sup> June. Board members are invited to endorse the bid that was submitted to Government.
- 2.6 Partner authorities are required to monitor usage of any facilities by active travellers, and the data will be used to inform future schemes and how they will be adapted to become permanent active travel facilities.
- 2.7 The DfT will undertake an assessment of our proposal to confirm the allocation of funding to SCR, we understand SCR will know the outcome of this towards the end of June or beginning of July.
- 2.8 We currently do not have information from government on arrangements for the second tranche of funding anticipated for later in the summer.

### 3. Consideration of alternative approaches

- 3.1 Enabling active travel through infrastructure and consistent public messaging will support travel choice and safe travelling at a difficult time. Sheffield City Region and SYPTA are in a position to co-ordinate this. In the absence of intervention there is a risk that displaced public transport users will use cars resulting in congestion and pollution. A 'do nothing' approach was therefore rejected
- 3.2 SCR considered allocating funding in different ways, for example in line with the delivery of the Active Travel Implementation Plan. However, given the emergency nature of this funding and that the Department has stipulated funding criteria and will appraise proposals, this is not recommended.

### 4. Implications

#### 4.1 Financial

We await government confirmation of the nature (capital/revenue) and value of funding available to SCR.

#### 4.2 Legal

We await the DfT's Terms and Conditions in relation to this funding. The SCR will enter into appropriate grant agreements with the Local Authorities for this funding.

#### 4.3 Risk Management

There are risks of non-delivery of these funds due to resourcing constraints or shortages of required materials. Reallocation of resources to these schemes could risk slowing down progress on the development of other transport programmes.

#### 4.4 Equality, Diversity and Social Inclusion

Equality, Diversity and Social Inclusion will be actively considered in the design of these schemes.

### 5. Communications

- 5.1 These schemes are already the subject of significant media coverage in South Yorkshire. There is an opportunity to promote these schemes through SCR communications activity in tandem with promoting the Active Travel Implementation Plan, 2040 map and SCR Active Travel map.

## 6. Appendices/Annexes

6.1 Proposal submitted to the Department for Transport on 5<sup>th</sup> June 2020.

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Post	Active Travel Programme Director
Officer responsible	Mark Lynam
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Telephone	0114 220 3445

Background papers used in the preparation of this report are available for inspection at: 11 Broad Street West, Sheffield S1 2BQ

Other sources and references: n/a



**SECTION 1: BACKGROUND**

**1. What is your local transport authority name?**

Sheffield City Region

**2. Which geographical region are you in?**

North East England

North West England

x Yorkshire and the Humber

West Midlands

East Midlands

East of England

South East England

South West England

London

**3. What type of authority are you?**

x Integrated Transport Authority/Combined Authority

Metropolitan Borough Council

Unitary Authority

County Council

Other – please specify below if you feel you do not fit into one of the categories given:

**4. How would you classify yourself geographically?**

Metropolitan

Urban Large (population over 250,000)

Urban Other (population between 25,000 and 250,000)

Rural (population below 25,000)

x Other – please specify below if you feel you do not fit into one of the categories given:

Polycentric City Region with four main centres, total population over 1.4m

**SECTION B: YOUR SCHEME(S) OR PROGRAMME**

**5. Please provide the scheme or programme name(s)**

Sheffield City Region Active Travel CV19 Emergency Response Programme.

**6. Please provide a brief summary of the scheme(s) or programme. For example, locations, measures to be adopted, whether they are permanent or temporary measures and how the scheme or programme will improve mobility and/or assist with social distancing.**

The Sheffield City Region Active Travel CV19 Emergency Response Programme consists of multiple measures across key regional locations to provide opportunity for increased cycling

and walking as travel patterns change in response to the COVID-19 pandemic. These address the three principles of re-allocating road space, encouraging mode-shift and road closures.

Additional active travel space will be created by rapid deployment of carriageway re-allocation on corridors into the four main regional centres and on key routes between principal towns. This will include suspension of parking bays to either increase footpath widths or provide additional cycle lane length, implementation of one-way streets in Doncaster and Rotherham to prevent constriction of available space and managed access from side roads onto the new or extended cycle routes on the key network,

Point closures will be implemented to provide quiet streets for active travel and prevent displacement of motorised traffic into these areas, to be supported in part by 20mph zones with signing and lining. Temporary road closures will be implemented in Sheffield city centre to create additional active space and support social distancing.

Full pedestrianisation of Doncaster town centre (10am – 4pm) has already been implemented to encourage walking and reinforce social distancing in this core retail area. As further retailers are able to open this will be vital to preventing an influx of personal motorised traffic into the centre and to facilitate the establishment of walking as a priority mode for town centre users. Temporary signing and local advice will be provided in the centres to further promote active travel as the mode of choice.

A network of pop-up cycling lanes, incorporating segregated lanes, contraflow lanes and crossing improvements is being designed and developed around Barnsley town centre with the immediate measures to be implemented through any successful Emergency Active Travel Fund bid.

Crossing improvements and re-timing of signals in higher volume locations will prioritise active travel, maintaining the flow of active movement, avoiding the risk of people clustering and enabling continued social distancing. This includes the conversion of two stage crossings into single stage full width crossing.

These interventions have short implementation times and will be completed concurrently with the development of more significant proposals to further take advantage of the current appetite for active travel and tackle the risk posed by potential development of less sustainable habits as COVID restrictions are eased.

This programme will be complemented by continued re-focussing of existing activities in the region, such as the STAF cycle hire scheme targeting key workers and our Business to Business programme providing return to the workplace support for large employers in the region.

**7. What will be the total cost of the scheme or programme (including VAT)?  
(note, an estimate can be provided if the cost is unknown)**

£1.437m (value of additional complementary works to be confirmed).

**8. What will be the capital cost of the scheme (including VAT)?  
(note, an estimate can be provided if the cost is unknown)**

TBC

**9. What will be the revenue cost of the scheme (including VAT)?  
(note, an estimate can be provided if the cost is unknown)**

TBC

**10. This expenditure is not intended to be used for any consultancy spend. Are you intending to use consultants?**

Yes

No

If yes please provide details:

**11. Is your authority developing a Local Cycling and Walking Infrastructure Plan (LCWIP)?**

Yes

No

### 3. LCWIP DETAILS

**12. Is the proposed scheme located on or within the cycling/walking network plan?**

Yes

No

**13. Has the proposed scheme been identified in the prioritised list of schemes in your LCWIP? (note: this is not a compulsory requirement for applications).**

Yes

No

### SECTION C: SCHEME DETAILS

**14. What measures will be adopted? Please select all that apply.**

Please note that for all measures, appropriate access for freight deliveries, bus routes, taxis and disabled people needs to be appropriately considered.

Point Closures

Segregated cycleway (permanent)

Segregated cycleway (temporary)

New permanent footway

New temporary footway

Widening existing footway

Restriction or reduction of parking availability (eg closing bays or complemented by increasing fees)

Park and cycle/stride/scooter facilities

Bus Corridor

Cycle counters and/or other active data management diagnostics

Other (please specify):

Installation of cycle parking facilities at key destination points.

**15. If applicable, what is the route length of the scheme(s)? Note an estimate can be provided if the distance is not yet known.**

TBA

**16. When are the works expected to be completed?**

Tranche 1 works to be completed by September.

**17. When is the scheme(s) expected to be open to the public?**

Individual interventions to be opened on completion throughout the programme delivery phase.

**18. Will Traffic Regulation Orders be required?**

Yes

No

**19. Please confirm you have read the statutory guidance for local authorities.**

**(<https://www.gov.uk/government/publications/reallocating-road-space-in-response-to-covid-19-statutory-guidance-for-local-authorities>) and have consulted with bus operators, hauliers and local groups representing disabled people as appropriate.**

Yes

No

**20. Have you considered how the scheme(s) or programme will be evaluated and will you ensure that appropriate monitoring measures will be put in place?**

Yes

No

#### **SECTION D: DECLARATION**

I confirm I have read and understood all the details in the accompanying letter sent 27 May 2020, including the terms and conditions.

I confirm that the Senior Responsible Officer and the Section 31 Officer (or equivalent with delegated authority) have also read and understood the letter.

I declare that the information given is, to the best of my knowledge, correct.

I confirm that the authority will have all the necessary statutory powers in place to ensure the planned timescales in the application can be realised.

I declare that the scheme cost estimates quoted in this bid are accurate to the best of my knowledge and that the authority:

- has allocated sufficient budget to deliver this scheme on the basis of its proposed funding contribution;
- accepts responsibility for meeting any costs over and above the DfT contribution requested, including potential cost overruns and the underwriting of any funding contributions expected

from third parties; accepts responsibility for meeting any ongoing revenue and capital requirements in relation to the scheme;

- accepts that no further increase in DfT funding will be considered beyond the maximum contribution requested and that no DfT funding will be provided;
- confirms that the authority has the necessary governance/assurance arrangements in place.

I also understand DfT may request further details as to the schemes and costs therein.

#### **21. Reporting Officer details**

Name:

Telephone Number:

Email Address:

Postal Address:

#### **22. Senior Responsible Officer details**

Name:

Telephone Number:

Email Address:

#### **23. Section 31 Officer (or equivalent with delegated authority) details**

Name:

Telephone Number:

Email Address:

#### **24. Please add further details or clarification**

The Active Travel Implementation Plan (ATIP) was adopted by the Mayoral Combined Authority on 1st June and has also been submitted to the DfT as the LCWIP (along with other supporting documents). In some cases, the planned emergency schemes are additional to the ATIP as the COVID-19 pandemic has had a profound effect on local active travel options and bus services and have made some unforeseen opportunities available. The SCR is intending to publish an annual statement of progress on the ATIP and in this first year we expect a revision of planned routes and works, in line with the CV19 Emergency Response, which will have given us a 'head start' on the plan.

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12<sup>th</sup> June 2020

**Active Travel Emergency Fund Programme Approvals**

**Purpose of Report**

In line with the agreed Assurance Framework this paper seeks approval of four schemes with a total value of £1.401m and seeks delegated authority to the Head of Paid Service in consultation with the S73 and Monitoring Officer to enter into legal agreements for the schemes.

**Thematic Priority**

Secure investment in infrastructure where it will do most to support growth.

**Freedom of Information and Schedule 12A of the Local Government Act 1972**

This paper will be available under the Combined Authority Publication Scheme.

**Recommendations**

Members are asked to consider and approve:

1. Progression of Active Travel Emergency Fund Programme (BMBC) to full approval and award of £241,000 grant to Barnsley Metropolitan Borough Council
2. Progression of Active Travel Emergency Fund Programme (RMBC) to full approval and award of £265,000 grant to Rotherham Metropolitan Borough Council
3. Progression of Active Travel Emergency Fund Programme (DMBC) to full approval and award of £311,000 grant to Doncaster Metropolitan Borough Council
4. Progression of Active Travel Emergency Fund Programme (SCC) to full approval and award of £584,000 grant to Sheffield City Council
5. Delegated authority be given to the Head of Paid Service in consultation with the s73 and Monitoring Officer to enter into legal agreements for the schemes covered in 1-4 above.

**1. Introduction**

- 1.1** On the 1<sup>st</sup> of June the MCA agreed to accept the Emergency Active Travel Grant Funding from the government and confirmed that proposals for investment should be determined by the Transport Board based on the LCWIP (Local Cycling and Walking Investment Plan). The schemes are to include:

- Re-allocating road space to active travel, including the use of cones etc.
- Routing car travel away from congested places
- Engaging with employers with information and measures to support active travel
- Reducing speed limits
- Creating pop-up features such as park and ride and temporary cycle parking

**1.2** This paper requests approval for four schemes with a total value of £1.401m. These are detailed in sections 2.1 to 2.4 below.

## **2. Proposal and justification**

### **2.1 Barnsley Metropolitan Borough Council**

This investment is for £241,000 grant.

The scheme aims to deliver additional active travel space by rapid deployment of carriageway re-allocation through a network of pop-up cycle routes around the town centre, this will include –

- segregated and contraflow cycle lanes;
- re-timing of signals on crossings to maintain flow of active travellers; and
- crossing improvements around the town centre.

### **2.2 Rotherham Metropolitan Borough Council**

This investment is for £265,000 grant.

The scheme aims to deliver additional active travel space by rapid deployment of carriageway re-allocation on corridors around the town centre and within principal towns, this will include –

- suspension of parking bays to increase footpath widths /provide additional cycle lane length;
- crossing improvements and re-timing of signals in higher volume locations;
- implementation of one-way streets to prevent constriction of available space whilst enabling two-way cycling; and
- point closure to provide quiet streets and enable extended use of active travel.

### **2.3 Doncaster Borough Council**

This investment is for £311,000 grant.

The scheme aims to deliver additional active travel space by rapid deployment of carriageway re-allocation on corridors into the town centre and within principal towns, this will include –

- full pedestrianisation of the town centre between 10am and 4pm;
- reallocation of road space to create additional and extended cycle lanes;
- crossing improvements and re-timing of signals in higher volume locations;
- implementation of point closures to provide quiet streets for active travel and prevent displacement of motorised traffic into these areas; and
- managed access from side roads onto the new or extended cycle routes on the key network.

### **2.4 Sheffield City Council**

This investment is for £584,000 grant.



The scheme aims to deliver additional active travel space by rapid deployment of carriageway re-allocation on corridors into the city centre and surrounding areas, this will include –

- footway widening to encourage walking whilst enabling social distancing to be adhered to;
- cycle lane extension through reallocation of road space;
- implementation of temporary road closures in the city centre to create additional active space and support social distancing; and
- crossing improvements and re-timing of signals in higher volume locations.

### 3. Consideration of alternative approaches

- 3.1 Do nothing – Due to time constraints set by the Department for Transport ('DfT') if the schemes are not approved, then the funding will be lost to the region. SCR considered allocating funding in different ways, for example in line with the delivery of the Active Travel Implementation Plan. However, given the emergency nature of this funding and that the Department has stipulated funding criteria and will appraise proposals, this is not recommended.

### 4. Implications

#### 4.1 Financial

If work has not started within four weeks of receiving the first tranche of funding, or if work has not been completed within eight weeks of starting, the DfT reserves the right to claw the funding back by adjusting downwards a future grant payment. This will have a material impact on SCR's ability to secure any funding in tranche 2.

#### 4.2 Legal

The legal implications of each project have been fully considered by a representative of the Monitoring Officer.

#### 4.3 Risk Management

Risks and Issues management will be reported to the SCR Executive as part of contract monitoring

There are risks of non-delivery of these funds due to resourcing constraints or shortages of required materials. Reallocation of resources to these schemes could risk slowing down progress on the development of other transport programmes.

#### 4.4 Equality, Diversity and Social Inclusion

The principles of equality, diversity and social inclusion are built into the approval process and continue to be considered and addressed.

### 5. Communications

- 5.1 The approval of the schemes presents an opportunity for positive communications; officers from the SCR Executive Team will work with the relevant local authority officers on joint communications activity.

### 6. Appendices/Annexes

- 6.1 NONE

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Telephone **0114 220 3437**

Background papers used in the preparation of this report are available for inspection at: 11 Broad Street West, Sheffield S1 2BQ

Other sources and references: