

SURREY COUNTY COUNCIL

LOCAL COMMITTEE (WOKING)

DATE: 5 MARCH 2014

LEAD OFFICER: PAUL FISHWICK, PROJECT MANAGER, TRANSPORT POLICY

**SUBJECT: LOCAL SUSTAINABLE TRANSPORT FUND (WOKING)
PROJECT AND CYCLE WOKING FINANCE**

DIVISION: WOKING



SUMMARY OF ISSUE:

Local Sustainable Transport Fund.

The Government's intention is that the Local Sustainable Transport Fund (LSTF) will reduce carbon and promote economic growth by encouraging alternative modes of transport to the private car. The County Council bid in December 2011 was awarded £14.304 million in grant funding and this was the second successful bid that the County Council has been awarded from this fund and follows on from the £3.93 million Key Component provided in July 2011.

Therefore, our programme needs to meet those goals set within the framework of the bid, as well as meeting the specific needs of Surrey. Both successful bids provided grant funding with schemes to be delivered by 31 March 2015. However, the current severe weather conditions have meant that all non-essential highway works have been put on 'hold' to enable resources to be redeployed to assist with the flooding and emergency highway works.

Cycle Woking Finance.

The Cycle Woking 'match funding' budget still has just over £300,000 available. South West Trains (SWT)/Network Rail (NR) had developed a Woking station cycle parking facilities scheme which was a previous Cycle Woking project scheme (post 2011). However, SWT/NR was £100,000 short in funding this project. Officers from Surrey County Council and Woking Borough Council (who were members of the Cycle Woking Board) in consultation with the Chairman and Vice Chairman of the Local Committee (Woking) have agreed to cover this shortfall from the remaining Cycle Woking match funding budget.

RECOMMENDATIONS:

The Local Committee (Woking) is asked to agree :

- (i) To note the transfer of £100,000 of 'Cycle Woking match funding' to the Woking station cycle scheme.
- (ii) To note the processes put in place for the Travel SMART Community Funding programme.

REASONS FOR RECOMMENDATIONS:

The transfer of the funding for the Woking station cycle storage will enable this scheme to be progressed quickly without the loss of third party funding.

Processes for the Travel SMART Community funding programme have been tightened up. Members of the Task Group confirmed they were now happy with the checks and balances in place at its meeting on 12 February 2014.

The Local Committee is reminded that this is the final financial year of the LSTF project and all schemes will need to be delivered by 31 March 2015. There is currently no allowance to carry forward any unspent funding beyond that date.

1. INTRODUCTION AND BACKGROUND:

Local Sustainable Transport Fund

- 1.1. The Department for Transport (DfT) awarded Surrey County Council £3.93 million in July 2011 for its Key Component bid, and £14.304 million for its £16 million Large Bid in June 2012.
- 1.2. The current year (2013/14) Local Sustainable Transport Fund projects programme was approved by this Local Committee on 5 December 2012 (minute 64/12 refers).
- 1.3. The DfT changed the rules on funding earlier this year which allows the current 2013/14 funding allocation to 'roll-over' into the 2014/15 financial year.
- 1.4. Taking into account the current anticipated spend allocated for the 2013/14 financial year, the remaining grant funding is indicated in Annex A (capital) for the Bus priority and corridor improvements and Annex B (revenue) for the Information, travel planning and marketing.

2. ANALYSIS:

Progress summary since December 2013

- 2.1 Since the last Local Committee, the Surrey area has experienced the wettest 'winter' (December to February period) on record (based on Bagshot) since records began in 1860.
- 2.2 This exceptionally severe weather conditions caused major flooding along sections of main rivers, especially the River Thames, and due to resources required to tackle the flooding and other highway related works, the LSTF programme, along with other highway programmes, were suspended.
- 2.3 At the time of drafting this report (18 February), a revised programme had not been agreed to complete the LSTF project by 31 March, but a verbal update will be provided at the meeting.

Woking station cycle parking facilities

- 2.4 During the Cycle Woking project (July 2008 to March 2011) a plan was drawn up between partners to construct a covered cycle storage area at Woking railway station.
- 2.5 This project was set out in the Cycle Woking Programme for 2010/11 agreed by Local Committee on 3 February 2010, but at that stage had no funding allocated to it, although it did note that the scheme could be progressed using the funding provisionally allocated to Hermitage Bridge. The Local Committee report on Cycle Woking on 3 February 2010 noted that any amendments to the programme would need approval from the Cycle Woking Board to reflect changing circumstances.

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- 2.6 Unfortunately, the Cycling England programme was not extended beyond March 2011, so the 'Woking railway station cycle parking facilities scheme' was not funded at this time.
- 2.7 Under a separate funding source, South West Trains and Network Rail resurrected the Covered Cycle Storage, scheme in late 2013 but due to design issues resulting in additional construction works they were £100,000 short of funding. As this was a 'live scheme' with funding only available until the end of this financial year, SWT/NR asked Surrey County Council and Woking Borough Council for assistance.
- 2.8 Under the Cycle Woking project, 'match funding' was set aside as part of the agreement with Cycling England. In January 2014, £300,000 still remained in the 'Cycle Woking' match funded budget which following the end of the Cycle Woking Project, is being held by Woking Borough Council to progress the remaining schemes from Cycle Woking when budget allows.
- 2.9 Officers considered that some of this remaining funding could be used to help fund the cycle parking at Woking Station as this was part of the plan agreed by the Local Committee.
- 2.10 As the Cycle Woking Board no longer exists, Woking Borough Council Officers and Surrey County Council Officers (who were members of the Board) consulted with the Chairman and Vice Chairman of the Local Committee over allocating £100,000 of the £300,000 remaining funding towards the shortfall for the cycle parking facilities at Woking Station to enable the works to be programmed by South West Trains.
- 2.11 Officers explained that the £300,000 was provisionally allocated to Hermitage Bridge. However, whilst this is a desirable scheme, there are some issues still to be overcome and there is insufficient funding available to deliver the scheme at the present time.
- 2.12 As such, with no immediate funding plans for the Hermitage Bridge scheme, the Chairman and Vice Chairman were consulted on the transfer of £100,000 towards the Woking station cycle parking facilities, to enable the works to be programmed by South West Trains.
- 2.13 The Local Committee is asked to NOTE the transfer of these funds to enable this important infrastructure project to be completed as soon as possible.

3. OPTIONS:

Sheerwater and Maybury community funding programme

- 3.1 As part of Surrey County Council's submission to the Department for Transport's Local Sustainable Transport Fund, money has been successfully allocated to develop a community project aimed at improving people's access to travel and employment skills/opportunities in the areas of Sheerwater and Maybury, Woking. The ward of Sheerwater and Maybury is identified as an area of deprivation, with higher than average levels of unemployment
- 3.2 Travel SMART Community Funding aims to give local people more travel choices and help them cut carbon, calories and cost.

- 3.3 Local community groups and organisations working in the area can apply for money to develop projects that will help us deliver our Travel SMART objectives. By working together we want to be able to promote sustainable travel and/or improve access to jobs and employment skills.
- 3.4 We are taking an approach known as ‘participatory budgeting.’ This directly involves local people in making decisions on the spending priorities for a defined public budget. Local residents and groups will have opportunities to discuss spending priorities, make spending proposals and vote on them.
- 3.5 The community funding programme was agreed by the Woking Local Committee on 26 March 2012.
- 3.6 Some concerns were raised by members of the Woking Local Committee at its meeting on 4 December 2013 (minute 56/13 refers) regarding the effective monitoring of these schemes. After receiving this feedback officers reviewed the grant award process.
- 3.7 A detailed paper was presented to members of the Woking Local Committee LSTF Task Group on the 12 February outlining the application, grant award, and monitoring process that is undertaken with all bidders to the Travel SMART community funding programme, and the revisions made to the process since the 2012/13 programme.
- 3.8 The key monitoring elements of the community funding programme are highlighted below.

Initial application

- 3.9 A detailed application form is required for both small and large grants available via the Travel SMART community funding programme. Example application forms are available on the website www.travelsmartsurrey.info.

Application assessment

- 3.10 All applications are assessed against the Travel SMART team’s assessment criteria to decide eligibility before being submitted, either to the community panel for small applications, or the community funding day for large applications, for decision. An example of the assessment criteria used by the Travel SMART programme is available on the website www.travelsmartsurrey.info.

Award terms and conditions

- 3.11 If an organisation is successful in applying for funding via the Community funding programme, then it must sign a Surrey County Council Community Grant agreement in order to receive the funding. This is a legal document between the council and the group and sets out what the funds are to be used for, what outcomes are expected and when monitoring reports will be due. If a group doesn’t meet these requirements Surrey County Council are entitled to claim the money back. However we have not needed to take this action to date.

Monitoring of successful applicants

- 3.12 Once an organisation has signed a grant agreement form, funding is transferred to them for delivery of the project.
- 3.13 Successful applications are monitored through six monthly progress reports. A large bid or small bid Grant Progress Report template is provided to the groups to help them provide relevant information. Large bids require a greater level of detail and the Travel SMART team visit these projects. From the projects funded under the first year 6 visits have been made with more planned.
- 3.14 Reports have also provided extensive qualitative data such as evidence of soft skills young people have learnt, information that has gone out into the community, meeting-points that are being established for group users to walk together and other such examples of how Travel SMART aims are being met.

Recommendation

- 3.15 The Woking Local Committee LSTF task group were pleased with the report presented to them on the 12 February and therefore it is recommended that the Local Committee NOTE the improvements made to the process for the Travel SMART community funding programme.

4. CONSULTATIONS:

- 4.1 There are no direct consultations arising from this report.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 The need to ensure value for money was central to developing the Local Sustainable Transport Fund submission which included a Financial Case as part of the overall Business Case which is a requirement of the guidance. The LSTF programme is being developed so that future funding is sustainable within existing and projected budgets allowing for savings of self-financing in the longer-term.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 6.1 Equality Impact Assessments have been developed for the Travel SMART project and individual schemes will be assessed against these during the programme.

7. LOCALISM:

- 7.1 The headline benefits for Woking will be reducing carbon and promoting economic growth by encouraging alternative modes of transport to the private car through;
- Tackling congestion
 - Improved journey time reliability (including buses)

- Reduced journey times
- Reduced vehicle operating costs
- Increased walking and cycling
- Reduced severance
- Community engagement

8. OTHER IMPLICATIONS:

Area assessed:	Direct Implications:
Crime and Disorder	No significant implications arising from this report
Sustainability (including Climate Change and Carbon Emissions)	Set out below
Corporate Parenting/Looked After Children	No significant implications arising from this report
Safeguarding responsibilities for vulnerable children and adults	No significant implications arising from this report
Public Health	Set out below.

8.1 Sustainability and Public Health implications

Increased sustainable modes of transport, where it replaces motorised forms of transport such as the car, will improve air quality and reduce carbon emission levels, which is a key objective of the LSTF.

Transport is responsible for one third of carbon emission in Surrey. Surrey's Local Transport Plan has a target to reduce carbon emissions from (non-motorway) transport by 10% (absolute emissions) by 2020, increasing to 25% reduction by 2035 from 2007 baseline of 2,114k tonnes.

Increased walking and cycling has a positive impact on the health of a person. The NHS identifies cycling as an activity which provides significant health benefits. The emerging Surrey Health and Well-being Strategy has identified obesity as one of the priority public health challenges.

The whole project including the improved walking and cycling facilities will be marketed to residents and businesses and cycle training will be offered to those less confident of cycling to encourage take up and to maximise the benefits of the new infrastructure.

9. CONCLUSION AND RECOMMENDATIONS:

- 9.1 The Woking station cycle parking facilities scheme was a scheme developed by the Cycle Woking partners of Surrey County Council, Woking Borough Council, South West Trains (SWT) and Network Rail (NR) However, as the Cycling England project was not extended beyond March 2011, the scheme was put on 'hold'.
- 9.2 However, SWT/NR resurrected this scheme but were short of funding due to design issues, by £100,000
- 9.3 As this was a 'live' scheme and ready to 'go' and was a previous scheme in the Cycle Woking programme, the Chairman and Vice Chairman were consulted on the transfer £100,000 of 'Cycle Woking match funds' to this scheme to enable it to start as soon as possible. The Local Committee are asked to NOTE the allocation of this funding.
- 9.4 Following the Local Committee LSTF task group meeting on the 12 February, the Local Committee are asked to NOTE the revised processes for the Travel SMART Community funding programme.

10. WHAT HAPPENS NEXT:

- 10.1 SWT/NR are in the process of design and constructing the Woking station cycle parking facilities, which should be open later this year.
- 10.2 The revised process for the Travel SMART community funding will be used for the remainder of the project.

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Consulted:
Surrey County Council officers, Marc Woodall, Andrew Milne, Becky Wilson, David Ligertwood, Matt Peachey (Woking Borough Council).
LSTF Member Task Group

Annexes:
None

Sources/background papers:
Local Sustainable Transport Fund bids Key Component and Large Bid.
Consultation.
LSTF Task Group report and meeting 12 February 2014
