7

GUIDANCE TO

CORPORATE JOINT COMMITTEES ON

REGIONAL TRANSPORT PLANS

Version 2

2023

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Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg / We welcome correspondence and telephone calls in Welsh

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# Introduction

## Purpose

### This guidance sets out the approach Welsh Government expects the Corporate Joint Committees (CJCs) to take in preparing Regional Transport Plans (RTPs).

### The purpose of this guidance is to set out:

* the practical process to be followed in developing the RTPs;
* how Welsh Government aims to support RTP production; and
* the process to be followed to obtain approval from the Welsh Ministers.

### CJCs have a legal duty to take account of this guidance in the preparation of RTPs.

## Key Points

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| --- |
| 1. **We DO want the RTPs to be firmly focused on achieving modal shift.**
2. **We DO NOT want overly long documents written solely by consultants.**
3. **We DO want evidence of clear outcome-focused thinking.**
4. **We DO want you to use innovative approaches and technology in both developing and implementing the RTP.**
5. **We DO want you to draw on existing analysis and plans, including the work of the Transport for Wales (TfW) Geospatial and Strategic Transport Analysis unit (G-STAT).**
6. **We DO want you to work together as a CJC to produce the RTP.**
7. **We DO want you to follow the five ways of working set out in the Well-being of Future Generations (Wales) Act 2015.**
8. **We DO want you to use creative ways to engage people to achieve modal shift.**
9. **We DO want you to include disincentives for car use as well as incentives for more sustainable travel.**
10. **We DO want the Strategic Development Plans and the Regional Transport Plans to be developed together.**
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## Overview

### Llwybr Newydd – The Wales Transport Strategy (WTS)[[1]](#footnote-1) – sets out a vision for an accessible, sustainable, and efficient transport system in Wales.

### The delivery mechanisms to realise these ambitions are the National Transport Delivery Plan (NTDP) and the Regional Transport Plans (RTPs).

### The NTDP is prepared by Welsh Government and the RTPs are prepared by each CJC. The RTPs set the policies for implementing the WTS at a regional level.

### The RTPs must include Regional Transport Delivery Plans (RTDPs) setting out how local authorities in Wales will deliver the policies set out in the RTPs.

### RTPs must be approved by the Welsh Ministers. This approval will form part of the assessment process for local authorities to access Welsh Government grant funding for both local and regional transport schemes.

### The existing Local Transport Plans (LTPs) remain live until the new RTPs are approved. There is no longer a duty for local authorities in Wales to produce LTPs.

### A list of regional contacts to support the CJCs and LAs in the development of their RTPs and RTDPs is provided at Annex 1.

## Statutory requirements and duties

### The requirement for local authorities to produce an LTP is set out in the Transport Act 2000, as amended by the Transport (Wales) Act 2006.

### This duty was transferred to CJCs on 30th June 2022 by the Local Government and Elections (Wales) Act 2021. Statutory guidance is set out in the [Corporate Joint Committee Statutory Guidance](https://www.gov.wales/corporate-joint-committee-statutory-guidance-summary)[[2]](#footnote-2). The [Corporate Joint Committees (Transport Functions) (Wales) Regulations 2021](https://www.legislation.gov.uk/wsi/2021/328/made)[[3]](#footnote-3) set out how CJCs should prepare RTPs.

### Although the duty to produce a RTP sits with the CJCs, the duty to deliver the RTP sits with the local authorities. Despite this, it is expected that the local authorities in each CJC will collaborate on a single collective delivery plan, an RTDP.

### A CJC must develop policies for local authorities to implement the WTS. These policies must include transport facilities and services that are:

### Required to meet the needs of people living or working in the region, visiting or travelling through the region;

### Required for the transportation of freight; and

### Facilities and services for pedestrians.

### RTPs must consider the transport needs of disabled persons (within the meaning of the Equality Act 2010[[4]](#footnote-4)) and of persons who are elderly or have mobility problems, and more widely consider overcoming barriers.

### In doing so, CJCs must comply with their other statutory duties, including:

* [Wales Act 2017](https://www.legislation.gov.uk/ukpga/2017/4/contents/enacted)
* [Conservation of Habitats and Species Regulations 2017 (Habitats Regulations)](https://www.legislation.gov.uk/uksi/2017/1012/contents/made)
* [Environment (Wales) Act 2016](https://www.legislation.gov.uk/anaw/2016/3/contents/enacted)
* [Well-being of Future Generations (Wales) Act 2015](https://www.legislation.gov.uk/anaw/2015/2/contents/enacted)
* [Active Travel (Wales) Act 2013](https://www.legislation.gov.uk/anaw/2013/7/contents/enacted)
* [Welsh Language (Wales) Measure 2011](https://www.legislation.gov.uk/mwa/2011/1/contents/enacted) and [Welsh Language Standards](https://www.welshlanguagecommissioner.wales/public-organisations/welsh-language-standards)

* [Equality Act 2010](https://www.legislation.gov.uk/ukpga/2010/15/contents)
* [Rights of Children and Young Persons (Wales) Measure 2011](https://www.legislation.gov.uk/mwa/2011/2/contents)

* [Air Quality (Wales) Regulations (2000), as amended by the Air Quality (Wales) (Amendment) Regulations 2002) and Air Quality (Wales) Regulations (2010)](https://www.legislation.gov.uk/wsi/2010/1433/contents/made)
* [Environmental Assessment of Plans and Programmes (Wales) Regulations 2004 (SEA Regulations)](https://www.legislation.gov.uk/wsi/2004/1656/contents/made)

##

## Approval

### CJCs must submit their RTPs to Welsh Government for approval by the Welsh Ministers. The Welsh Ministers may only approve the RTP if they consider that:

* The RTP is consistent with the WTS;
* The policies contained in the RTP are adequate for the implementation of the WTS[[5]](#footnote-5) within the region; and
* The RTP has taken account of this guidance.

### If the Welsh Ministers do not approve an RTP, the CJC will receive a statement of the reasons for its refusal. The CJC must then submit another RTP to Welsh Government for its approval within the timescale specified by Welsh Government.

### If the Welsh Ministers approve an RTP, it has effect from when approval is given.

### No additional or revised information will be accepted after the submission, unless approved or requested by Welsh Government.

# Strategic Context

## Llwybr Newydd: The Wales Transport Strategy

### The WTS sets out our vision to provide an accessible, sustainable and efficient transport system that is fit for future generations and places people and tackling climate change at the heart of decision making.

### The vision is supported by four long-term ambitions with supporting objectives. These are to deliver a transport system that is good for:

### people and communities (equality, health, and safety and confidence)

### the environment (transport emissions, biodiversity and waste)

### places and the economy (place making and innovation)

### culture and the Welsh Language

### The four ambitions are supported by three short-term priorities:

### bring services to people in order to reduce the need to travel;

### allow people and goods to move easily from door to door by accessible, sustainable and efficient transport services and infrastructure; and

### encourage people to make the change to more sustainable forms of transport.

### **The RTPs must include policies to support the vision and ambitions of the WTS, with an emphasis on the three short term priorities. The RTDPs must include actions to deliver these.**

### The RTPs and RTDPs must include policies and actions to make best use of existing transport infrastructure by maintaining and managing it well, adapting it to a changing climate and upgrading it to support modal shift.

### Where new infrastructure is needed, the RTPs and RTDPs must follow the Sustainable Transport Hierarchy.

### **The RTPs must identify barriers to sustainable travel for different groups of people, using the COM-B model of behaviour change.**

### The COM-B model states that to do a behaviour, an individual must have the **Capability** to do it, the **Motivation** to do it, and external factors must provide them with an **Opportunity** to do it. The RTPs and RTDPs must include policies and actions to give people:

* the Capability to use sustainable transport;
* the Opportunity to make sustainable transport choices; and
* the Motivation to shift away from private car use.

### **RTPs and RTDPs must include policies and actions for a range of behaviour-change projects** to encourage people to make smarter travel choices to reduce congestion and increase use of sustainable modes of transport.

### The WTS includes nine mini-plans that set out actions for specific transport modes. To encourage integrated transport planning across modes there are four cross-cutting pathways to track actions on rural delivery, decarbonisation, equality and integrated journey planning.

### **The RTPs must include policies to support the mini-plans and cross-cutting pathways. The RTDPs must include actions deliver these.**

### The WTS Monitoring Framework sets out measures to track progress against the WTS. These are based on the four ambitions in the WTS and the 7 goals set out in the Well-being of Future Generations (Wales) Act 2015.

### **RTP policies and RTDP actions must maximise contribution to the measures in the WTS Monitoring Framework.**

### The WTS incorporates the five ways of working set out in the Well-being of Future Generations Act (Wales) 2015.

### **RTPs and RTDPs must be developed using five ways of working of the Well-being Act:**

* **Long term** – balancing short-term needs with the need to safeguard the ability to also meet long-term needs.
* **Prevention** – identifying root causes of problems and considering how to prevent them occurring or getting worse.
* **Integration** – considering how the public body’s well-being objectives may impact upon each of the well-being goals, on their other objectives, or on the objectives of other public bodies.
* **Collaboration** – acting in collaboration with any other person (or different parts of the body itself) that could help the body to meet its well-being objectives.
* **Involvement** – involving people with an interest in achieving the well-being goals and ensuring that those people reflect the diversity of the area which the body serves.

## The National Transport Delivery Plan

### The National Transport Delivery Plan (NTDP[[6]](#footnote-6)) sets out Welsh Government’s programmes, projects and policies to deliver the WTS vision, ambitions and priorities across Wales over a five-year period.

### **The RTPs and RTDPs must align with the NTDP.**

### Given the overlapping publication cycles, it is expected that RTPs will inform subsequent versions of the NTDP. The current NTDP is due to be revised in 2027.

### **The RTPs must draw on work already undertaken for other transport policies and plans in the region**, including Metro programmes, South Wales Transport Commission, North Wales Transport Commission and Bws Cymru.

### Transport for Wales (TfW) is developing Metro programmes and associated business cases on behalf of Welsh Government and in collaboration with local government. Where they exist, Metro programmes will provide context for the RTPs in those regions to build on.

### The Active Travel (Wales) Act 2013 **requires** CJCs to have regard to the Integrated Network Maps for active travel when formulating RTPs.

### **RTPs and RTDPs must align with Welsh Government’s response to the Roads Review recommendations and principles for future road investment.**

### Annex 2 provides a list of modal plans and strategies that all RTP policies and RTDP projects must align with.

## Strategic Development Plans

### Transport is a key element in place-making, so it is important that RTPs and SDPs for each CJC are closely aligned.

### The first WTS priority is ‘to bring services to people to reduce the need to travel’. This involves planning ahead for better physical and digital connectivity, more local services, more home and remote working and more active travel to reduce the need for people to use their cars on a daily basis.

### Both [Planning Policy Wales](https://www.gov.wales/planning-policy-wales) and [Future Wales](https://www.gov.wales/future-wales-national-plan-2040) include guidance on taking transport issues into account in land use planning including having regard to WelTAG and adopting the sustainable transport hierarchy.

### **RTPs will provide a good platform for better integration with land use planning. RTPs must take account of:**

### Future Wales: the National Plan 2040[[7]](#footnote-7) which sets the direction for development in Wales;

### Planning Policy Wales;

### the Wales Infrastructure Investment Plan[[8]](#footnote-8); and

### work undertaken to produce existing and new Local Development Plans (LDPs) and emerging work on their Strategic Development Plans (SDPs). LDPs and SDPs must take account of RTPs.

## Other Policies and Plans

### **CJCs must take account of other policies and plans, including:**

* Local Authority well-being assessments and well-being plans
* Town Centre First[[9]](#footnote-9)
* Regional Economic Frameworks[[10]](#footnote-10)
* Net Zero Wales[[11]](#footnote-11)
* A Healthier Wales[[12]](#footnote-12)
* Clean Air Plan for Wales: Healthy Air, Healthy Wales[[13]](#footnote-13)
* Noise and Soundscape Action Plan[[14]](#footnote-14)

### The RTPs should clearly demonstrate how they will enable access to, and deliver benefits in relation to, other local government and public services such as education and health.

###

# Form and Content of Regional Transport Plans

## Format

### **The RTPs must consist of two elements:**

### The RTP itself, incorporating the RTDP; and

### An Integrated Well-being Appraisal (IWBA) for the RTP.

### The RTP and IWBA **must** both be **easy to read and concise**. Please consider:

### What information **MUST** the reader have to understand the issues and options? **Include it**.

### What information **SHOULD** the reader have to improve understanding of the issue and options? **Be selective**.

### What information **COULD** the reader have, which would be nice to know, but not necessary to understand the issues and options? **Leave it out**.

### Keeping the RTP concise is very important. You may use annexes, but these must also be concise and kept to a minimum.

### Visuals such as diagrams and plans should illustrate the style, format and content of RTPs to a range of stakeholders and be easy to understand.

### RTPs **must** be available in accessible formats, including an Easy Read version. The purpose of an Easy Read document is to give people access to information who have difficulty doing so from documents produced in a standard format.

### RTPs, RTDPs and IWBA **must** be available in Welsh and English.

## Content

### **The RTPs must include the following information:**

* Context and background to the plan, including the link to relevant national and regional strategic plans and policies.
* An evidenced-based overview of the current transport situation and likely changes over the plan period – closely tied to land use planning. This should include opportunities and barriers to addressing the priorities in the WTS and fit with the NTDP. To support this, information is produced by Welsh Government and available via the Well-being of Future Generations Future Trends Report[[15]](#footnote-15), Mobility in Wales[[16]](#footnote-16), and WTS transport data and trends supporting information[[17]](#footnote-17). Datasets, analytics and regional modelling is available via TfW (Annex 3).
* A vision for the transport network by the end of the plan period with a series of clear SMART objectives linked to this. These should be linked back to the WTS.
* An overview of the proposed policies and high-level interventions and how they will achieve the vision, including a brief summary of how those options were chosen (including any consultation and appraisal).
* A Regional Transport Delivery Plan (RTDP), listing the specific projects that will help to achieve the vision – ranked in order of priority (in terms of greatest impact in meeting WTS priorities) and sequenced for delivery. This can be in the form of a detailed table. An example can be found in Annex 4 of this document.
* Information about how projects will be delivered, and plans for monitoring and evaluation. These **must** align with the WTS monitoring framework.

## Supporting information

### The supporting information for an RTP can include (but not be limited to):

* the key background data and research used to inform the issues and opportunities (this might include data from previous studies, modelling information, or land use planning information);
* an IWBA showing how well-being has been taken into account in developing the RTP including the five ways of working and the four WTS well-being ambitions;
* more detailed statutory impact assessments, technical studies, consultation and engagement summaries, or other information that have been used to inform the development of the RTP or IWBA; and
* a monitoring framework and set of baseline data.

## Scope

### For each high-level intervention identified in the RTP, the RTDP should set out the specific schemes proposed to deliver them. These should **only** include proposals for schemes that are within a local authority’s remit and should not, for example, include schemes relating to the rail or trunk road network.

### Where a local authority considers an intervention or scheme to have a sub-regional or regional impact, this should be identified in the RTP.

# How to Develop the Regional Transport Plan

## Case for Change

### Before starting work on developing the RTP, the CJC should develop a ‘Case for Change’. This should set out the aim of the RTP and core SMART objectives. It should draw on the WTS and other current strategic plans, as well as on existing knowledge of issues and opportunities including previous plans.

## Engagement

### As part of the Case for Change, CJCs should develop an Engagement Plan showing who will be involved in developing the RTP and how they will be involved, including details of the formal consultation process and other engagement and involvement mechanisms.

### RTPs should be developed collaboratively, drawing on knowledge and experience of previous local and regional transport plans. CJCs should also be in dialogue with each other during the process to share knowledge and avoid duplication.

### The key partners will be each of the local authorities in the CJC. Other partners should include TfW, Welsh Government, and transport groups and operators in the private and third sectors across different transport modes. CJCs must engage with the public, using creative and innovative means of involving a diverse range of people.

### There should be a formal governance process in place to involve key partners and agree the RTP (see below). There should also be a wider engagement process involving activities such as working groups, forums, face to face meetings and formal consultations.

### **We expect CJCs to use creative ways of reaching people whose behaviour we want to change to achieve modal shift.**

### It is particularly important that there is effective engagement with land-use planning colleagues developing Strategic Development Plans. The CJC should also seek to engage with stakeholders from other policy areas including education, health and well-being, such as through inviting colleagues to workshops to develop options.

### The RTP should summarise the engagement process and show how the results of that engagement have informed the development of the RTP. The Integrated Well-being Appraisal (IWBA) should show how engagement across different sectors and policy areas has informed the social, environmental, economic, place-based and cultural impacts of the RTP.

## Governance

### As well as a wider engagement process, CJCs will need a formal governance process for preparing the RTP. This ensures that key partners have the opportunity be involved in, and formally agree, the RTP.

### A review group should be set up involving key staff from the authorities in the CJC. This group should ensure that CJCs have taken into account relevant information, including priorities plans and budgets. Other members should include representatives from Welsh Government and TfW. The regulations allow for others to be co-opted into the process such as partners from outside the region where there are shared interests.

### The CJC should appoint a Secretariat to co-ordinate basic administration, such as meeting arrangements, and a Project Manager to be responsible for and oversee the plan’s production, including securing decision making/ approvals.

### Welsh Government check-ins should be held at least twice during the development of a CJC’s RTP to help ensure progress is being made and to raise any issues at an early stage. This could, for example, take place at draft and final plan stages prior to the submission of the RTP to the Welsh Government for approval. The Check-in approach should be agreed at the start of the RTP planning process with Welsh Government officials.

### Details of the governance process should be included in the Implementation Plan.

## Scoping and Implementation Plan

### RTPs and RTDPs should be prepared and submitted to Welsh Government by the start of the 2025-26 financial year.

### Following the publication of this guidance, CJCs should consider it, review previous work to ensure it is aligned, scope the likely work required and consider the resources needed to prepare their RTP.

### By the end of October 2023, each CJC **must** produce an Implementation Plan and discuss it with Welsh Government transport officials and Transport for Wales.

### The scoping exercise should identify the work packages needed to develop the RTP and supporting information including the IWBA.

### The work packages could include:

### Background data and research including technical data from transport models, and baseline data on key WTS monitoring measures including air quality or noise.

### Initial advice on scheme development and options, including technical modelling of options including carbon emissions and air quality.

### Preparation of an initial IWBA to inform the choice of options and a final IWBA showing how well-being has been taken into account in the final RTP.

### More specific regulatory impact assessments such as Environmental Impact Assessment, Habitats Regulations Assessment, Equalities Impact Assessment, Welsh Language Impact Assessment and Heritage impact assessment as needed to inform the IWBA.

### Assistance with engagement and consultation.

### Assistance with drafting the plan and incorporating the results of more detailed work packages including the IWBA.

### The milestones should include target dates for completing the following steps:

### Drafting the initial Case for Change, mobilisation and scoping

### Submitting the Implementation Plan to Welsh Government

### Finalising the Case for Change and engaging with statutory bodies and others on the IWBA

### Developing and refining proposals

### Submitting the draft RTP and draft IWBA to Welsh Government for review

### Publishing the revised RTP and IWBA for public consultation

### Submitting the revised RTP, IWBA and consultation report to Welsh Government for approval by the Welsh Ministers

### Publishing the approved RTP and IWBA.

### Annex 5 provides key milestones.

### The Implementation Plan should set out how the RTP will be developed including what work packages are needed, the governance arrangements, the timetable and milestones. It should include an engagement plan for the development of the RTP.

## The Planning Process

### Once the Case for Change has been established and the Implementation Plan has been agreed, the next step is for the CJCs to develop the regional policies and high-level interventions to achieve the vision and objectives of the RTPs.

### These policies and high-level interventions will set the framework for the projects and programmes in the RTDPs. This will ensure that what we are delivering directly contributes to regional and national priorities.

### It is important that RTPs are developed in-house wherever possible, and consultants and specialists are only brought in where needed.

### It is also important not to duplicate work and make best use of existing information and knowledge.

### Engagement and review are essential parts of the planning process and will help make sure that the policies, programmes and projects maximise well-being.

### Modelling can be used to test the effectiveness of policies and interventions at meeting our objectives against a do nothing or do minimum scenario. Any modelling must be proportionate to the funding available to deliver the RTPs.

## Regional Transport Delivery Plans

### RTPs must set out both policies for transport in the region and more specific information about how those policies will be delivered by local authorities in its Regional Transport Delivery Plan (RTDP).

### The RTDP should take the form of a list of schemes and be ranked in order of priority in terms of impact on delivering WTS priorities. These should be the schemes that local transport authorities intend to invest in to deliver the RTPs.

### The RTDP must set out how local authorities will meet the revenue consequences of the capital investment.

### As well as using their own resources, CJCs and local authorities are encouraged to be creative in seeking additional funding for transport investment. This could include private sector financing or funding from other funders.

### Where Welsh Government funding is made available for local authority schemes once RTPs are in place, we would expect any schemes proposed for support to be identified and prioritised in the approved RTDP.

## Monitoring and Evaluation Plan

### The RTP must include a Monitoring and Evaluation Plan showing how regional progress in achieving the national priorities and ambitions in the WTS will be monitored, measured and evaluated. This must include the region’s contribution to national decarbonisation and modal shift targets.

### The Monitoring and Evaluation Plan should include a set of measures with baseline information for each. The measures can include qualitative outcomes and quantitative measures.

### The measures should be based on the framework of measures used in the IWBA and updated if needed, drawing on the WTS Monitoring Framework adapted for regional needs. Transport for Wales published baseline data for the WTS Monitoring Framework and are reviewing and updating this on an ongoing basis.

### CJCs must submit annual performance reports on RTPs to Welsh Government each year.

### A comprehensive evaluation should be prepared after three years to assess whether the RTP is delivering its outcomes, providing value for money and whether there are any unintended consequences. This should follow published guidance and best practice on evaluation.

### The results of this comprehensive evaluation will feed into the subsequent RTP for each CJC, and the subsequent NTDP.

# Integrated Well-being Appraisal

### RTPs **must** be supported by an Integrated Well-being Appraisal (IWBA). Current guidance on IWBA is set out in the new draft WelTAG guidance. This should be used until the final guidance is published.

### An IWBA shows how well-being has been considered in the plan including social, environmental, economic and place based and cultural well-being, and the five ways of working. It should also show how the RTP will contribute to other outcomes such as NetZero and equality.

### IWBA is not new. Welsh Government publish Integrated Impact Assessments for new policies and programmes and public bodies are required to consider well-being. Strategic Environmental Assessments (SEAs) are used for plans that set the framework for development consents.

### The IWBA simply tailors that process to the needs of transport policies, programmes and projects in Wales by aligning it with the WTS and the Well-being of Future Generations (Wales) Act 2015. It includes considerations relevant to transport services including equalities impact assessment, Welsh Language impact assessment and impact on NetZero ambitions.

### Public Service Boards already publish well-being plans and report against well-being targets. Those documents will provide a useful starting point for developing the RTP and assessing the impact of RTPs on well-being.

### Providing the IWBA identifies, describes and evaluates the “likely significant effects on the environment of implementing the plan and reasonable alternatives, taking into account the objectives and geographical scope of the plan”,[[18]](#footnote-18) there may be no need for a separate Strategic Environmental Assessment.

### In accordance with the Equalities Act 2010, the IWBA should summarise the foreseeable impacts of the RTP on people who share protected characteristics (including disabled people and people with limited mobility) and how any potentially negative impacts have been mitigated or avoided. They should also show how the RTP has addressed the [socio-economic duty](https://www.gov.wales/more-equal-wales-socio-economic-duty).

### The IWBA should use an Integrated Well-being Appraisal Framework which incorporates the four well-being ambitions in the WTS and the measures in the WTS Monitoring Framework, including modal shift and decarbonisation targets.

### These can be supplemented with regional ambitions and measures drawing on, for example, Public Sector Board Well-being Plans or Regional Strategic Plans.

### The IWBA should also show how the RTP has used five ways of working set out in the Well-being of Future Generations (Wales) Act 2015.

### The IWBA should not be prepared after the RTP is drafted. Instead, well-being should be considered each stage in developing the RTP including the Case for Change, exploring options, the choice of final proposals and plans for monitoring and evaluation.

### The four main steps in preparing and IWBA for a RTP are:

### **Step 1 before work commences:** the project manager should review the Case for Change, undertake scoping to establish what specialist work packages may be needed to develop the IWBA including any supporting statutory impact assessments, and develop a brief/s to commission that work and ensure it is fed into the process of developing the RTP.

### **Step 2 During the process of developing the RTP:** an integrated well-being framework should be developed and agreed with key partners. Options for policies or projects should be reviewed against that framework.

### **Step 3 when the draft RTP is published for consultation:** it should be accompanied by a draft IWBA report showing how well-being has been taken into account and how the five ways of working have been followed.

### **Step 4: when the final RTP is submitted to WG:** it should be accompanied by a final IWBA report taking on board any consultation responses.

### CJCs may wish to commission specialist impact assessments to explore particular topics in Schedule 2 of the environmental impact regulations or in relation to equality or Welsh language. They may also need specialist advice on calculating projected carbon emissions or health impacts. Information from these should be summarised in the IWBA which should take an integrated approach.

#

# Annex 1: Regional Contacts

**Transport Planning**

For help with transport planning including RTP development and application of WelTAG:

|  |  |  |
| --- | --- | --- |
|  | Welsh Government | Transport for Wales |
| **North Wales** | Corinna James\*transportplanning@gov.wales | Ruth WojtanRuth.wojtan@tfw.wales  |
| **Mid Wales** | Matt Jonestransportplanning@gov.wales | Tracy KearnsTracy.kearns@tfw.wales  |
| **South West Wales** | Matt Jonestransportplanning@gov.wales | Ben GeorgeBen.george@tfw.wales  |
| **South East Wales** | Corinna Jamestransportplanning@gov.wales | Rob JonesRob.jones@tfw.wales Amy Nichols (Cardiff)Amy.nichols@tfw.wales  |

\*Temporary contact whilst a north Wales transport planner is appointed

**North Wales Transport Commission**

In developing north Wales transport policies, programmes and projects, the north Wales CJC and LAs must take account of the following documents:

* North Wales Transport Commission Interim Report <https://www.gov.wales/sites/default/files/publications/2023-06/north-wales-transport-commission-interim-report-june-2023.pdf>

Key Contact:

|  |
| --- |
| Welsh Government |
| Lea BeckerlegLea.beckerleg@gov.wales |

# Annex 2: Modal Plans and Strategies

**Active Travel**

In developing Active Travel policies, programmes and projects, including Safe Routes in Communities, CJCs and LAs must take account of the following documents:

* Active Travel Act Guidance [Active Travel Act guidance (gov.wales)](https://www.gov.wales/sites/default/files/publications/2022-01/active-travel-act-guidance.pdf)
* Each local authority’s Active Travel Network Map, as submitted on DatamapWales, [Active Travel Network Maps | DataMapWales (gov.wales)](https://datamap.gov.wales/maps/active-travel-network-maps/) and its associated scheme prioritisation schedule

Key Contacts:

|  |  |
| --- | --- |
| Welsh Government | Transport for Wales |
| Natalie Grohmannactivetravel@gov.wales  | Matthew Gilbertactivetravel@tfw.wales  |

**Public Transport**

In developing Public Transport policies, programmes and projects, CJCs and LAs must take account of the following documents:

* Bws Cymru [Bws Cymru connecting people with places (gov.wales)](https://www.gov.wales/sites/default/files/publications/2022-03/bws-cymru-connecting-people-with-places.pdf)
* Bus reform white paper [One network, one timetable, one ticket: planning buses as a public service for Wales | GOV.WALES](https://eur01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.gov.wales%2Fone-network-one-timetable-one-ticket-planning-buses-public-service-wales&data=05%7C01%7CCorinna.James%40gov.wales%7Cd7ac28f2266c46c3822d08db76f2c71a%7Ca2cc36c592804ae78887d06dab89216b%7C0%7C0%7C638234557612847736%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=gFSjArXCqVy8Nj7b92JFZE2tONcWDuBr9dyiWcqk74E%3D&reserved=0) and any subsequent legislation
* A Railway for Wales: Meeting the needs of future generations

[a-railway-for-wales-the-case-for-devolution.pdf (gov.wales)](https://www.gov.wales/sites/default/files/publications/2019-10/a-railway-for-wales-the-case-for-devolution.pdf)

Key Contacts:

|  |  |
| --- | --- |
| Welsh Government | Welsh Government |
| Joe Dooherbus@gov.wales  | Jodye Kershaw / Jon Travisrail@gov.wales  |

**Road Safety**

In developing Road Safety policies, programmes and projects, CJCs and LAs must take account of the following documents:

* Road Safety Strategy for Wales [Written Statement: Road Safety Strategy (15 December 2022) | GOV.WALES](https://www.gov.wales/written-statement-road-safety-strategy)

We are developing a new Road Safety Strategy for Wales to align with the Wales Transport Strategy and Net Zero. We plan to launch the new strategy in early 2024.

We will provide a copy of the Road Safety Strategy for Wales once it is published.

Key Contacts:

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| --- |
| Welsh Government |
| Ian Bradfieldtransportplanning@gov.wales  |

**Ultra-low Emission Vehicles**

In developing Ultra-low Emission Vehicle policies, programmes and projects, CJCs and LAs must take account of the following documents:

* Electric Vehicle Charging Strategy for Wales [Electric Vehicle Charging Strategy (gov.wales)](https://www.gov.wales/sites/default/files/publications/2021-03/electric-vehicle-charging-strategy-wales.pdf)
* Electric Vehicle Charging Strategy for Wales Action Plan [Electric vehicle charging strategy for Wales: action plan (gov.wales)](https://www.gov.wales/sites/default/files/publications/2021-09/electric-vehicle-charging-strategy-for-wales-action-plan.pdf)

Key Contacts:

|  |  |
| --- | --- |
| Welsh Government | Transport for Wales |
| Karine Bouchertransportplanning@gov.wales  | Steve Wardsteve.ward@tfw.wales  |

**Roads**

In developing Road policies, programmes and projects, CJCs and LAs must take account of the following documents:

* Welsh Government response to the Roads Review [Welsh Government response to the Roads Review | GOV.WALES](https://www.gov.wales/sites/default/files/pdf-versions/2023/2/2/1676385038/welsh-government-response-roads-review.pdf)

Key Contacts:

|  |
| --- |
| Welsh Government |
| Alison Thomastransportplanning@gov.wales |

**Freight**

In developing Freight policies, programmes and projects, CJCs and LAs must take account of the following documents:

* Freight & Logistics Plan for Wales

We are developing a new Freight & Logistics Plan for Wales. The plan will be developed through joint working and consultation with key stakeholders such as The Rail Freight Group, Road Haulage Association and Logistics UK. We intend to launch the plan by 2024.

We will provide a copy of the Freight & Logistics Plan for Wales once it is published.

Key Contacts:

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| --- |
| Welsh Government |
| Jonathan Moodyaviationportsandlogistics@gov.wales |

# Annex 3: Data to inform Regional Transport Plans

**Data available to CJCs from Transport for Wales**

Subject to discussion and agreement of scope with Transport for Wales, the following data and analysis can be provided for use by CJCs. Requests should be made to Welsh Government and Transport for Wales representations working with CJCs across each region, who may engage with the Geospatial and Strategic Transport Analysis Unit (G-STAT)[[19]](#footnote-19).

**Datasets**

* Public Sector Geospatial Agreement (PSGA) data from OS, such as mapping tiles and AddressBase – note that this information can be supplied to CJCs if they (or their legally accountable body) are signed up to the PSGA and can use their own OS licence number on maps that are produced when they use this data.
* Bus route coverage / bus stop mapping, updated to Q3 2022.
* GPS-based journey time data for main road links and corridors (up-to-date and historic) – note that permission will need to be granted by the Welsh Government before Transport for Wales can release this data to CJCs.
* Summary annual rail demand for specific stations or specific rail corridors based on ticket sales data contained within MOIRA1, updated to year ending March 2022 – note that permission may need to be sought from GWR, Cross County or Avanti if CJCs wish to publish information for rail lines/stations served by those operators.
* Origin-destination mobile network data summary mapping at the MSOA census level, from summer 2018 / spring 2019 (pre-pandemic). More recent datasets (for summer/autumn 2022) will be available spring 2023.
* High level GB National Trip End Model (NTEM) forecasts from the DfT’s TEMPro.

**Analytics**

* Journey time accessibility isochrone mapping for public transport, walk, cycle access to specific destinations, by time of day. Similarly, journey time accessibility mapping for walk or cycle access to the public transport network. Based on Q3 2022 public transport networks.
* Catchment analyses, for populations within certain distances / times of bus stops and/or rail stations, using 2020 mid-year population estimates.
* Trip numbers and mode share estimates (2019) for each region.

**Strategic transport modelling**

* Base year travel demand matrices by time period (AM peak, inter-peak, PM peak), by mode (car, public transport) and by journey purpose (commute, business, other):
* South East Wales Transport Model (SEWTM): 2015 base year (2022 version to be available mid-2023)
* South West & Mid Wales Transport Model (SWMWTM): 2019 base year
* North Wales Transport Model (NWTM): 2019 base year
* Scenario modelling / forecasts, following scoping discussions with Transport for Wales:
* SEWTM: 2026/2036 (later forecast years to be available mid-2023)
* SWMWTM: 2027/2042
* NWTM: 2027/2042

Further information on the Wales Regional Transport Models is available at: [Wales Regional Transport Models | TfW](https://tfw.wales/projects/wales-regional-transport-models)

**Llwybr Newydd Wales Transport Strategy Monitoring Framework**

Information on the national Wales Transport Strategy Monitoring Framework is available at: [Wales Transport Strategy Monitoring | Transport for Wales (tfw.wales)](https://tfw.wales/projects/monitoring-and-evaluation/wales-transport-strategy)

# Annex 4: Regional Transport Plan Framework

**1. Introduction**

1.1 Plan Coverage and Period

Provide a brief introduction. Attach a location plan of area covered.

1.2 Links to Welsh Government Priorities

Provide information about links to priorities.

1.3 Review of Regional Transport Plan and Studies

Provide an overview of plans and studies reviewed.

1.4 Review of Policies and Other Plans

Provide a brief overview of documents reviewed.

**2. Issues, Opportunities and Interventions**

Issues and opportunities should relate to meeting the WTS priorities and targets for decarbonisation and modal shift, considering the well-being outcomes.

The interventions should focus on turning the WTS into action at a regional level. Whilst it will be the responsibility of local authorities to deliver the interventions in any approved RTP, the CJCs should answer key questions as part of the RTP process pertinent to affordability, deliverability and management.

In line with WelTAG, an evidence-based approach should be applied, considering each issue, opportunity and outcome in the context of the current and future trends.

The five ways of working set out in the Well-being of Future Generations (Wales) Act should be followed to help ensure CJCs think more about the long-term, work better with people and communities and each other, look to prevent problems and take a more joined-up approach. CJCs should refer to the relevant guidance published by the Future Generations Commissioner for Wales[[20]](#footnote-20).

RTPs should include a Regional Transport Delivery Plan, using the format below. This should provide a reference number alongside relevant evidence, issues, opportunities and interventions.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Ref | Evidence | What is the issue or opportunity? | What do we want to achieve?(Well-being outcomes) | How do we intend to achieve this?(Affordability, deliverability, and management) | When do we intend to achieve this?(Timescale) |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

The WTS identifies **four** key areas critical to the delivery of Welsh Government priorities and ambitions – decarbonisation, equality, integrated journey planning and rural. These cut across the different modes and sectors.

There are a wide range of commitments relating to each of these throughout the WTS. Annex 3 of the NTDP provides a summary of the main NTDP initiatives that will be key to delivering each pathway.

The RTP should include a summary of the main RTP initiatives that will be key to delivering each pathway.

**3. Statutory Checks**

CJC should provide details of screening undertaken and summarise any necessary statutory checks.

An IWBA should accompany the RTP.

**4. Engagement**

CJCs should provide details of who has been consulted, summarise feedback and explain how comments have been taken into account. This should be based on an Engagement Plan completed as part of the RTP Implementation Plan, and recorded in a Consultation Report, to be undertaken and satisfied as part of the WelTAG and IWBA process.

**5. Monitoring and Evaluation**

A Monitoring and Evaluation Plan will be required which describes how each intervention and its impacts will be monitored. This should follow WelTAG guidance as appropriate.

# Annex 5: Key Milestones

* 31st October 2023 – CJCs to submit Implementation Plan to Welsh Government.
* 29th February 2024 – CJCs to submit RTP Case for Change including SMART objectives to Welsh Government
* 29th May 2024 – CJCs to submit initial draft RTP, IWBA and RTDP to Welsh Government BEFORE public consultation
* 31st October 2024 – CJCs to submit final draft RTP, IWBA and RTDP to Welsh Government
* 29th March 2025 – CJCs to submit final RTP, IWBA and RTDP to Welsh Government
* 30th June 2025 – Welsh Government decision on approval of RTPs
1. <https://gov.wales/llwybr-newydd-wales-transport-strategy-2021> [↑](#footnote-ref-1)
2. [Corporate Joint Committee: statutory guidance summary | GOV.WALES](https://www.gov.wales/corporate-joint-committee-statutory-guidance-summary) [↑](#footnote-ref-2)
3. [The Corporate Joint Committees (Transport Functions) (Wales) Regulations 2021 (legislation.gov.uk)](https://www.legislation.gov.uk/wsi/2021/328/made) [↑](#footnote-ref-3)
4. <https://www.legislation.gov.uk/ukpga/2010/15/contents> [↑](#footnote-ref-4)
5. The Corporate Joint Committees (Transport Functions) (Wales) Regulations 2021 sets out the requirements associated with preparation and approval of RTPs. [↑](#footnote-ref-5)
6. [National transport delivery plan: 2022 to 2027 | GOV.WALES](https://gov.wales/national-transport-delivery-plan-2022-2027) [↑](#footnote-ref-6)
7. <https://gov.wales/sites/default/files/publications/2021-02/future-wales-the-national-plan-2040.pdf> [↑](#footnote-ref-7)
8. <https://gov.wales/wales-infrastructure-investment-plan-project-pipeline-2021> [↑](#footnote-ref-8)
9. [Town centres: position statement [HTML] | GOV.WALES](https://www.gov.wales/town-centres-position-statement-html) [↑](#footnote-ref-9)
10. [Regional economic frameworks | GOV.WALES](https://gov.wales/regional-economic-frameworks) [↑](#footnote-ref-10)
11. <https://gov.wales/net-zero-wales> [↑](#footnote-ref-11)
12. <https://gov.wales/healthier-wales-long-term-plan-health-and-social-care> [↑](#footnote-ref-12)
13. [Clean Air Plan for Wales: Healthy Air, Healthy Wales | GOV.WALES](https://gov.wales/clean-air-plan-wales-healthy-air-healthy-wales) [↑](#footnote-ref-13)
14. [noise-and-soundscape-action-plan.pdf (gov.wales)](https://gov.wales/sites/default/files/publications/2019-04/noise-and-soundscape-action-plan.pdf) [↑](#footnote-ref-14)
15. <https://gov.wales/future-trends-2021> [↑](#footnote-ref-15)
16. <https://gov.wales/llwybr-newydd-wales-transport-strategy-2021-mobility-wales> [↑](#footnote-ref-16)
17. <https://gov.wales/sites/default/files/consultations/2020-11/supporting-information-transport-data-and-trends.pdf> [↑](#footnote-ref-17)
18. Environmental Assessment of Plans and Programs (Wales) Regulations 2004 [↑](#footnote-ref-18)
19. Email: gstat@tfw.wales [↑](#footnote-ref-19)
20. <https://gov.wales/well-being-future-generations-wales-act-2015-guidance> [↑](#footnote-ref-20)