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GUIDANCE TO LOCAL TRANSPORT AUTHORITIES

Local Transport Fund - Annual Reporting Guidance Note and Template

JULY 2017

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# Introduction

### In line with the Local Transport Fund Award Letter (Schedule 2) dated 23 March 2016, you are required to provide us on an annual basis with **data on all schemes for a period of 3 years following completion of each scheme**. Active Travel Mapping is excluded from this Annual Report.

### This guidance note sets out the timing and content of the Local Transport Fund Annual Reports for 2016/17. It is expected that Annual Reporting will provide details to Welsh Government on the impact of local transport delivery, enabling this evidence to be judged in relation to other Government spending areas and policy, including Programme for Government, Welsh Government economic priorities and Well-being of Future Generations (Wales) Act 2015.

### Annual Reports should also be considered as a good vehicle for circulating evidence of the effectiveness and benefits of transport investments to the general public, service users and other stakeholders.

# Timing

### The Annual Report should be submitted to the Welsh Government bilingually no later than the 30 September 2017.

# Structure of Annual Report

### The Annual Report should be compiled using the attached template form and submitted as a Word document to the Welsh Government Transport Planning email inbox – [Transportplanning@wales.gsi.gov.uk](mailto:Transportplanning@wales.gsi.gov.uk)

Contact Information

### Please complete Table 1 with the appropriate contact details for your local authority.

Summary Table

### 3.1.3 Please complete Table 2 outlining Local Transport Fund spend in 2016/17, including any match funding contributions.

Scheme Purpose

### Please use Table 3 to summarise progress against the original purpose of the schemes delivered in 2016/17.

Key Benefits

### Please use Table 4 to detail whether the key benefits of the schemes and the projected outputs and outcomes have been achieved over the **three years since scheme completion**.

Supporting Information

### Include any additional tables and charts demonstrating progress against Local Transport Fund targets, including evidence from before and after monitoring.

### 3.1.7 Include any supporting commentary, scheme maps, plans and photographs; outlining its links to national and regional transport priorities, supporting Wales’ economic competiveness.

### **Table 1 – Local Transport Fund Contact information**

|  |  |
| --- | --- |
| **Local authority** | FLINTSHIRE COUNTY COUNCIL |
| **Lead contact** | [personal information redacted] |
| **Contact telephone** | [personal information redacted] |
| **Contact email** | [personal information redacted] |

| **Scheme name** | **Description** | **Scheme Category \*** | **Welsh Government Funding Allocation (2016/17)** | **Welsh Government Funding Claimed (2016/17)** | **Match Funding (2016/17)** |
| --- | --- | --- | --- | --- | --- |
| Flintshire Community Transport Hubs | Construction of accessible transport hubs across the authority to link in with the core bus network. | Integrated Transport | 144,750 | 144,750 | 39,000 |
| Active Travel Mapping | Preparation of Integrated Network Maps as per the requirement of sections of the Active Travel Act. | Active Travel | 10,000 | 10,000 | 0 |
| Deeside Sustainable Transport Scheme | Development of a package of measures to improve bus and active travel access along the B519. | Integrated Transport | 85,000 | 85,000 | 0 |
|  |  |  |  |  |  |

### **Table 2 – Local Transport Fund Scheme Spend 2016/17**

\* Integrated Transport / Highways / Rail / Active Travel

| **Scheme name** | **Original Scheme Purpose** | **Summary of Scheme Progress** | **Reasons for any Changes during Scheme Delivery** |
| --- | --- | --- | --- |
| Flintshire Community Transport Hubs | To develop new community transport schemes within the County, which would provide links to local transport “hubs,” feeding into the core public transport network and enabling access to key service centres for employment, training, education, health, shopping, leisure and social activitiesTo build and construct 15 accessible transport hubs across the authority to link in with the core bus network. | All works now completed and all grant claimed. | Delays to installation of shelters occurred due to manufacturing issues. |
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### **Table 3 – Local Transport Fund Scheme Purpose 2016/17**

**Table 4 – Local Transport Fund Key Benefits for all schemes completed over the last three years**

| **Scheme name** | **Context** | **Inputs** | **Outputs** | **Outcomes** | **Transport Impact** | **Economic** | **Environmental, Social and Cultural Benefits** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Flintshire Community Transport Hubs | The scheme sought to address the issues faced in rural communities with improvements to transport infrastructure to support public and community transport by providing accessible and safe interchange points; improving connections to key destinations, improving connectivity between communities, facilitating the integration of transport modes (bus, community transport, walking, cycling, rail), and enhancing access to employment and services (health, education, training, shopping, social and leisure facilities) while minimising the impact on the environment. | Cost of new shelters for hubs.  Cost of civil works to make hubs accessible to Active Travel Standards | New infrastructure created for hubsNew shelters installedNew hub locations provided | Increased integration and flexibility of the transport system and shared use, as the hubs are serviced by a range of transport modes e.g. bus, community transport, car share, walking, cycling and rail;  Consolidated bus stop/community transport drop-off/pick-up facility with good pedestrian and cycling amenities.  Safe and accessible infrastructure  More sustainable transport network  Improved access to employment and services (health, education, training, shopping, social and leisure facilities) | To enable communities to benefit from sustainable access to employment opportunities, education, health, leisure and social activities by reducing transport barriers through the provision of a community transport services.Supporting existing bus services by providing transport links to the core bus network. | The Community Travel scheme has enhanced accessibility throughout Flintshire in both rural and urban conurbations, by enhancing public transport services, reducing travel time and enabling those without access to a car to more easily take up employment and training opportunities and access health facilities  The scheme accords with the vision for the delivery of an enhanced and integrated public transport network which will support economic development across Flintshire, North East Wales and the Regional economy. | The scheme has improved transport accessibility into the core bus network throughout Flintshire, and allow improved connectivity at the main bus interchanges in the County, into the Enterprise Zones and along the Deeside Corridor.  The scheme has enhanced the co-ordination and integration of the existing public transport network, which in turn, has improved accessibility for those without access to a car,  The scheme has provided access to employment, health facilities and encourage social inclusion, particularly for those with mobility issues and for those living in remote and rural areas.  This scheme ensures that those living in rural areas within the authority has the ability to access employment and training opportunities, and can access healthcare and other lifestyle facilities more easily. |
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|  |  |  |  |  |  |  |  |

*NB: As per Schedule 2 of the Local Transport Fund award letter dated 23 March 2016 you are required to provide us with data on an annual basis on scheme outcomes achieved for a period of three years following completion of the scheme, with reports to be submitted to us by the end of September of each year.*