



Report to THE CHALFONTS LOCAL AREA FORUM

Title: HIGHWAYS/TRANSPORT DELEGATED BUDGET (2010/11)

To: Chalfonts Local Area Forum

Date: 29 October 2009

Author & Contact Officer: Jim Stevens, Head of Transport for Buckinghamshire
01296 382420
jstevens@buckscc.gov.uk

Recommendations

1. **Chalfonts Local Area Forum** is recommended to **NOTE:**

- The process for submitting projects for possible funding in 2010/11 through the highways/transport delegated budget.
- The delegated budget for highways/transport projects in the Chalfonts Local Area Forum for 2010/11 will be **£29,471.86**.
- Participatory Budgeting will be included as part of the process.
- Members of the Chalfonts LAF are invited to submit bids for schemes to the Chris Schwier, Transport Localities Team Leader by the 30 November 2009.
- All bids received will be evaluated and costed by Transport for Buckinghamshire and a full report presented to the Chalfonts LAF in January/February 2010 to enable the LAF to decide which schemes should be implemented in 2010/11.

Introduction

2. This report has been written to guide LAF members through the process of submitting bids for highways/transport schemes. The report also describes the criteria that will be used to evaluate all bids received.

Background

3. The highways/transport delegated budget amounts to £500,000 countywide and historically has been allocated to the former Local Committees equally (£125,000 per district area).

4. Under this arrangement Transportation Officers supported the Local Committee by evaluating bids to enable the Committee to decide which schemes should be implemented. Under this methodology the amount of money spent in each Parish/Town area varied from year to year, with some areas not having any money allocated.
5. It was decided to start moving towards a funding allocation methodology to reflect 'need' in each LAF area. This approach was used for evaluating scheme bids for the LAF's in the Aylesbury Vale and Wycombe district areas to determine the works programme for 2009/10.
6. This 'needs based' methodology is now being rolled out for all LAF's and will therefore also apply in all areas.
7. The methodology uses a weighted formula as a proxy to reflect need (population, road length, car traffic volume, HGV traffic volume and net customer satisfaction data in each LAF area).
8. The allocation of funding for 2010/11, arising from this methodology, is shown in Table A.

Participatory Budgeting:

9. In December 2007, the County Council was approached by the Department for Communities and Local Government to be one of the national pilots taking the Participatory Budgeting (PB) project forward and we accepted the invitation.
10. PB is a mechanism which brings local communities closer to the decision-making process around how budgets are spent. It gives people direct and clear choice about how funds are allocated in their local area, thus ensuring that their priorities are met. It is a flexible process and can be implemented in varying forms. PB aims to enhance participation in local democracy whilst ensuring the delivery of cost-effective local services.
11. It is intended to encourage all LAF's/LCP's to use the principles of PB when developing scheme bids for the delegated budget and the process describing how to do this is set out in Appendix A.

Next Steps:

12. All LAF members are encouraged to start developing ideas for local highways/transport related schemes (for implementation in 2010/11) and embrace the principles of PB whilst doing this.
13. Bids should be submitted to Chris Schwier, Transport Localities Team Leader by the 30 November 2009 using the process described in Appendix A.

Table A

LAF/LCP Area	Funding for 2010/11	LAF/LCP Area	Funding for 2010/11
Beaconsfield	£31,678.93	Chepping Wye Valley	£24,436.87
Beeches	£30,182.42	High Wycombe	£38,070.52
Gerrards Cross	£30,051.90	Marlow	£30,938.44
Ivers	£33,086.74	Princes Risborough	£31,554.17
SB Area Total	£125,000.00	WYC Area Total	£125,000.00
Aylesbury	£21,341	Amersham	£27,112.96
Buckingham	£26,947	Chesham	£35,292.25
Haddenham	£22,252	Great Missenden	£33,122.92
Waddesdon	£23,202	The Chalfonts	£29,471.86
Wendover	£18,267	CH Area Total	£125,000.00
Wing & Ivinghoe	£31,190		
Winslow	£17,815		
AV Area Total	£161,014		

Guidance for Parish and Town Councils on Delegated Budgets incorporating principles of Participatory Budgeting for 2010-11

Purpose

In December 2007, we were approached by Communities and Local Government to be one of the national pilots taking the Participatory Budgeting (PB) project forward and we accepted the invitation.

PB is a mechanism, which brings local communities closer to the decision-making process around how budgets are spent. It gives people direct and clear choice about how funds are allocated in their local area, thus ensuring that their priorities are met. It is a flexible process and can be implemented in varying forms. PB aims to enhance participation in local democracy whilst ensuring the delivery of cost-effective local services.

To take this project forward, pilots were carried out in two Local Areas; Wendover and Chepping Wye Valley. A key aspect of the PB project is to ensure that local communities are more closely involved in the decision making process. We therefore want to ensure that parish and town councils are engaging their communities when putting forward 'bids' to BCC. Our aspiration is to move in a more sustainable and meaningful manner from limited involvement by local communities to high levels of active and direct participation by our residents and local Members in our decision-making processes.

This paper is to advise Parish and Town Councils of the decision to combine the principles of Participatory Budgeting (PB) into the future bidding process for Delegated Budget funding.

In all Local Community areas it is expected to roll out this advisory document in time for the next round of Local Area Forum due around September 2009

Background

Delegated budgets were originally established to allow Local Area Committees to make decisions on an allocation of funding for local highway and transport needs. Historically, the schemes have generally been of a highway nature and have been on publicly maintainable land or had become dedicated as publicly maintainable following completion of the scheme. Following the change from Local Area Committee to the introduction of Local Area Forums. The delegated budget has been split between the 19 Local Community Areas throughout the County, using a needs based assessment using technically weighted criteria.

The Local Area Forum (LAF) and Local Community Partnerships (LCP) Delegated Budgets, as they will now be known, have allowed Parish/Town Councils an opportunity to promote a scheme, which will add benefit to the local community which under normal circumstances, would not have

received a high enough priority to be carried out as part of the Transport for Buckinghamshire annual programme. Any scheme that a parish or town council put forward must be submitted through the Transport Localities Team Leader to the LAF/ LCP for consideration.

Annually, on receipt of the bids for Delegated Budget funding, all schemes are assessed by Officers and priorities considered and agreed by the LAF /LCP .Local Members form an active part of the Local Area Forums and Chair the meetings, to further enhance local democracy. Members are encouraged to engage with local Parish and District Councillors and other stakeholders to jointly develop schemes that satisfy both the needs of the County Council and the locality.

The rationale behind **this** proposal is to include the principles of Participatory Budgeting into this process. In doing so, as well as taking into account the technical aspects of a scheme, due consideration is given to social, economic and other equality criteria including the level of importance of a scheme to the local community. The outcome from this will be that we will provide the general public with a greater sense of participation in the budgetary decision making process.

Criteria for scheme bids

- a) Schemes bids should be supported by Parish/Town members and full details must be submitted in writing by the Parish Clerk to the Transport Localities Team Leader
- b) Parish/Town Councils are responsible for carrying out local consultation on proposed schemes to harness views of residents, councillors, officers, community groups, police and other public sector and voluntary organisations into a partnership around local needs, preferences and priorities. Evidence of this consultation should be included as part of the application for delegated budget.
- c) Scheme bids should only be considered for new works or improvements and preference will be given to those schemes which meet the needs of the community. Examples of previously successful schemes can be found at the end of Part 3 of the Submission Form
- d) Individual scheme bids must exceed the LAF/LCP budget allocation unless part funding arrangements are agreed.
- e) Scheme bids are assessed using the LAF /LCP Delegated Budget Scheme Assessment process (see Appendix 1) in order to prioritise them based on benefit to local communities and the needs of multiple and diverse groups.

- f) Scheme bids for the following financial year should be submitted before 30 November 2009 for agreement by the Local Area Forums in the January/February cycle. Beyond 2010-11, bids will need to be submitted by May for inclusion in the following financial year's programme.
- g) All scheme bids are assessed and reported to LAF / LCP meetings held in the last financial quarter for approval and implementation in the following financial year.

How to make a bid

Appendix 1 outlines criteria for the scheme, taking into account local circumstances and reflecting Participatory Budgeting principles. Parishes and Town Councils will be asked to complete Part 1 of the form. It is important to consult local communities as part of this process and include all supporting information to enhance your bid for Delegated Budget funding.

The technical assessment (part 2 of the form) will be completed by Transport for Buckinghamshire and will supplement the application process.

Local Area Forum Delegated Budget Scheme Assessment sheet

Part 1 - to be completed by Parish/Town Council

	PROVIDE DETAIL	POINTS SCORED (BCC TO COMPLETE)
Have local stakeholders and community leaders been engaged in the planning of this scheme? (Evidence required as part of the submission)		
Have the needs of different groups of people where relevant/appropriate been taken into account?		
Could the scheme result in an adverse effect on the local community? If so, is it justifiable or legitimate?		
Will this scheme increase equality between groups and/or make it more visible?		
Does the scheme actively engage and involve people from different backgrounds in the locality?		
Does the scheme bring groups and communities into increased contact with each other?		

Will this scheme help groups develop a sense of belonging and feel engaged in local budgetary decisions?		
Total (Max 2.0)		

Part 2 to be completed by Transport for Buckinghamshire Officer Only

Date.....

Scheme.....

Parish.....

Accessibility (tick boxes)

- Dropped kerbs – improved pedestrian access..... (0.3 max)
- New community footway..... (0.2 max)
- Improved access to schools..... (0.1 max)
- Improved access to local shops..... (0.1 max)
- Improved access to hospitals..... (0.1 max)
- Improved access to health care..... (0.1 max)
- Improved access to sheltered housing..... (0.1 max)

 TOTAL

Congestion

- Improved visibility..... (0.4 max)
- Improvement to on street parking..... (0.3 max)
- Remove carriageway obstruction..... (0.3 max)

 TOTAL

Environmental Issues and Impacts

- Reduce traffic speeds..... (0.5 max)
- Encourage walking, cycling or use of public transport (0.5 max)

 TOTAL

Road Safety Issues

- Potential for reducing collisions..... (0.2 max)
- Safe place to cross roads..... (0.1 max)
- Signs or line improvements/Village gateway feature.. (0.1 max)
- Lighting improvement..... (0.1 max)
- Vehicle Activated Signs..... (0.1 max)
- Provision of new footway..... (0.1 max)

 TOTAL

Maintenance Issues (- minus score)

- Significant utility plant impact (> £1,000)..... (-1.0 max)

 TOTAL

Note:

In each section the criteria are weighted and give a possible maximum score of 1.0. The higher the score, the greater the case of the schemes being implemented. A low score will mean that schemes do not rank as high priority. The maximum possible score for all sections is 4

Part 1 Scores

Total

LAF DB Assessment Score

GRAND TOTAL

Part 3 – Scheme Record Sheet – internal use only

Scheme

Parish

Date

<i>LAF DB Assessment Score</i>

1. Scheme Outline
2. Engineering Difficulty
3. Quantities and design
4. Photographs and further details
5. Recommendations by BCC Officers
6. Outcome of scheme (including score) and recommendations to LAF and outcome from LAF as to where the scheme is in the current year.

Examples of schemes that have been approved in the past are shown here. This list is not exhaustive only indicative of successful bids.

- Bus shelter,
- New Street light
- Kerbing
- Provision of footway
- Vehicle Activated Signs
- Salt bins
- Dropped kerbs and accessibility improvements
- Parking areas