

Phil Norrey  
Chief Executive

To: The Chair and Members of the  
Peninsula Transport Shadow  
Sub National Transport Body

County Hall  
Topsham Road  
Exeter  
Devon  
EX2 4QD

(see below)

Your ref :  
Our ref :

Date : 22 February 2019  
Please ask for : Jamie Hulland 01392 383000

Email: jamie.hulland@devon.gov.uk  
:

**PENINSULA TRANSPORT SHADOW SUB NATIONAL TRANSPORT BODY**

Friday, 1st March, 2019

A meeting of the Peninsula Transport Shadow Sub National Transport Body is to be held on the above date, at 2.00 pm at County Hall, Topsham Road, EX2 4QD to consider the following matters.

PHIL NORREY  
Chief Executive

**A G E N D A**

**PART 1 - OPEN COMMITTEE**

1 Apologies

2 Minutes of the previous meeting (Pages 1 - 4)

To approve the minutes of the meeting held on 8 November 2018 (attached).

3 Items requiring urgent attention

Items which in the opinion of the Chair should be considered at the meeting as matters of urgency.

**STANDING ITEMS**

4 Peninsula Transport Update

Presentation of the Technical Lead Authority on the latest progress and activities of Peninsula Transport.

5 Major Road Network Schemes, Large Local Major Schemes and Prioritisation Process (Pages 5 - 58)

Report on the Major Road Network schemes, Large Local Major schemes and prioritisation process for submission to the Department for Transport in summer 2019, seeking approval of the schemes for future assessment and the proposed prioritisation principals.

6 Finance Update (Pages 59 - 62)

Report of the Finance Lead Authority on the latest financial position, seeking approval of the financial information provided.

7 Communications and Engagement Update (Pages 63 - 72)

Report of the Communications and Engagement Lead Authority on the latest communications and engagement activity, seeking approval for the Communications Strategy and arrangements for the Peninsula Transport website.

8 Governance Update (Pages 73 - 82)

Report of the Governance Lead Authority on the latest Governance position, seeking approval of the Transport Forum Terms of Reference and the Public Participation Scheme.

9 Co-Opted Members Update

Co-opted Members to provide updates and feedback from their organisations.

Notice has been given that a Presentation from Highways England on the current Road Investment Strategy (RIS) 1 schemes in the South West will be given.

**MATTERS FOR INFORMATION**

10 Cross-Boundary Working with Western Gateway

Presentation on partnership working with Western Gateway Shadow Sub National Transport Body on cross-boundary issues.

11 Large Local Majors Schemes Update

Presentation on the Large Local Majors schemes currently in development in the Peninsula Transport area.

12 Dates of Future Meetings

All meetings to be held at County Hall, Exeter, EX2 4QD at 2.00pm-

24 May 2019

5 September 2019

Please use link below for County Council Calendar of Meetings;

<http://democracy.devon.gov.uk/mgCalendarMonthView.aspx?GL=1&bcr=1>

**PART II - ITEMS WHICH MAY BE TAKEN IN THE ABSENCE OF THE PRESS AND PUBLIC**

13 Exclusion of the Press & Public

**RECOMMENDATION** that the press and public be excluded from the meeting for the following items of business under Section 100(A)(4) of the Local Government Act 1972 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Schedule 12A of the Act namely the financial or business affairs of persons tendering for the provision of council goods or services and of the County Council, in both cases, and in accordance with Section 36 of the Freedom of Information Act 2000, by virtue of the fact that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

14 Finance Update: Forecast Expenditure

Finance Lead Authority to report.

*Members are reminded that Part II Reports contain exempt information and should therefore be treated accordingly. They should not be disclosed or passed on to any other person(s).*

*Members are also reminded of the need to dispose of such reports carefully and are therefore invited to return them to the Clerk at the conclusion of the meeting for disposal.*

**MEMBERS ARE REQUESTED TO SIGN THE ATTENDANCE REGISTER**

|  |
|--|
| <b>Membership</b>  |
| Councillors A Davis<br>G Brown (Cornwall County Council), M Coker (Plymouth City Council), R Excell (Torbay Council), J Woodman (Somerset County Council), T Bagshaw (Cornwall and Isles of Scilly LEP), K Bourner (Homes England), G Caplin (Cornwall and Isles of Scilly LEP), A Darley (Highways England), C Dryden (Isles of Scilly), J Ford (Homes England), D Glinos (Department for Transport), I Harrison (Heart of the South West LEP), J Jackson (Homes England), I Knight (Homes England), D Northey (Network Rail), D Ralph (Heart of the South West LEP), A Rhind (Department for Transport), D Round (Network Rail), B Watts (Western Gateway SSTB) and B Wills (Department for Transport)   |
| <b>Declaration of Interests</b>  |
| Members are reminded that they must declare any interest they may have in any item to be considered at this meeting, prior to any discussion taking place on that item.  |
| <b>Access to Information</b>   |
| Any person wishing to inspect any minutes, reports or lists of background papers relating to any item on this agenda should contact Hannah Clark on 01392 383487<br>Agenda and minutes of the Committee are published on the Council's Website at <a href="https://democracy.devon.gov.uk/mgCommitteeDetails.aspx?ID=459">https://democracy.devon.gov.uk/mgCommitteeDetails.aspx?ID=459</a>  |
| <b>Recording or Reporting of Meetings and Proceedings</b>  |
| Anyone wishing to film part or all of the proceedings may do so unless the press and public are excluded for that part of the meeting or there is good reason not to do so, as directed by the Chairman. Any filming must be done as unobtrusively as possible from a single fixed position without the use of any additional lighting; focusing only on those actively participating in the meeting and having regard also to the wishes of any member of the public present who may not wish to be filmed. As a matter of courtesy, anyone wishing to film proceedings is asked to advise the Chair or the Officer in attendance so that all those present may be made aware that is happening.<br><br>Members of the public may also use Facebook and Twitter or other forms of social media to report on proceedings at this meeting. An open, publicly available Wi-Fi network (i.e. DCC) is normally available for meetings held in the Committee Suite at County Hall. For information on Wi-Fi availability at other locations, please contact the Officer identified above.   |
| <b>Public Participation</b>  |
| Any member of the public resident in the administrative area of the Peninsula Transport Authorities may submit a formal written question to the Board which relates to the functions of the Board. Questions must be submitted to the officer named above <a href="mailto:hannah.clark@devon.gov.uk">hannah.clark@devon.gov.uk</a> by 12 noon 4 working days before the meeting takes place. The name of the person asking the question will be recorded in the minutes.<br><br>Alternatively, any member of the public who lives in the area served by the Peninsula Transport Authorities may make oral representations on any matter relating to the functions of the Board. Such representations will be limited to three minutes, within an overall time allowed of 30 minutes. If you wish to make a representation, you should, via email or letter submit a brief outline of the points or issues you wish to raise before 12 noon, 4 working days before the meeting takes place. The name of the person making the representation will be recorded in the minutes.<br><br>For further information please contact Hannah Clark 01392 383487 |
| In the event of the fire alarm sounding leave the building immediately by the nearest available exit, following the fire exit signs. If doors fail to unlock press the Green break glass next to the door. Do not stop to collect personal belongings, do not use the lifts, do not re-enter the building until told to do so.   |
| <b>Mobile Phones</b>   |
| Please switch off all mobile phones before entering the Committee Room or Council Chamber  |
| If you need a copy of this Agenda and/or a Report in another format (e.g. large print, audio tape, Braille or other languages), please contact the Information Centre on 01392 380101 or email to: <a href="mailto:centre@devon.gov.uk">centre@devon.gov.uk</a> or write to the Democratic and Scrutiny Secretariat at County Hall, Exeter, EX2 4QD.   |



Induction loop system available

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**SatNav** – Postcode EX2 4QD

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The nearest mainline railway stations are Exeter Central (5 minutes from the High Street) and St David's and St Thomas's both of which have regular bus services to the High Street. Bus Service H (which runs from St David's Station to the High Street) continues and stops in Wonford Road (at the top of Matford Lane shown on the map) a 2/3 minute walk from County Hall, en route to the RD&E Hospital (approximately a 10 minutes walk from County Hall, through Gras Lawn on Barrack Road).

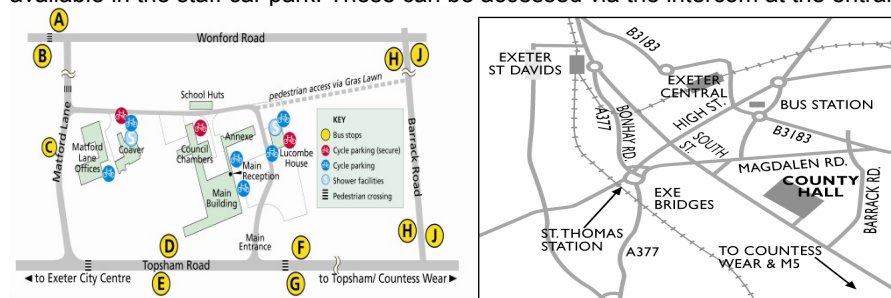
## **Car Sharing**

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## **Car Parking and Security**

There is a pay and display car park, exclusively for the use of visitors, entered via Topsham Road. Current charges are: Up to 30 minutes – free; 1 hour - £1.10; 2 hours - £2.20; 4 hours - £4.40; 8 hours - £7. Please note that County Hall reception staff are not able to provide change for the parking meters.

As indicated above, parking cannot be guaranteed and visitors should allow themselves enough time to find alternative parking if necessary. Public car parking can be found at the Cathedral Quay or Magdalen Road Car Parks (approx. 20 minutes walk). There are two disabled parking bays within the visitor car park. Additional disabled parking bays are available in the staff car park. These can be accessed via the intercom at the entrance barrier to the staff car park.



**NB**   Denotes bus stops

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## **First Aid**

Contact Main Reception (extension 2504) for a trained first aider.

**Peninsula Transport  
Shadow Sub-National Transport Body  
Board Meeting Minutes**

Thursday 8 October 2018 (14:00)  
County Hall, Exeter

**Attendees**

Cllr Geoff Brown (Chair), Cornwall Council  
Cllr Andrea Davis (Vice-Chair), Devon County Council  
Cllr Mark Coker, Plymouth City Council  
Paula Hewitt, Somerset County Council  
Cllr Robert Excell, Torbay Council  
Ben Wills, Department for Transport  
David Glinos, Department for Transport  
Ian Harrison, Heart of the South West LEP  
Alice Darley, Highways England  
Mark Clements, Highways England  
Rebecca Edmond, Highways England  
Juliette Jackson, Homes England  
David Northey, Network Rail  
Ben Watts, Western Gateway SSTB  
Nigel Blackler, Cornwall Council  
Hannah Clark, Devon County Council  
Jamie Hulland, Devon County Council  
Anthony Payne, Plymouth City Council  
Richard Banner, Plymouth City Council  
Sally Farley, Plymouth City Council  
Julian Gale, Somerset County Council  
Mike O'Dowd-Jones, Somerset County Council  
Kevin Mowat, Torbay Council

**Apologies**

Cllr John Woodman, Somerset County Council  
Tim Bagshaw, Cornwall and Isles of Scilly LEP  
Ian Knight, Homes England  
Daniel Round, Network Rail

**Meeting Resources**

PAPER A: SW Peninsula SSTB Governance Paper  
PAPER B: SW Peninsula SSTB Constitution  
PAPER C: SW Peninsula SSTB Collaboration Agreement  
PAPER D: SW Peninsula SSTB Comms Paper  
SW Peninsula Leaflet

# Agenda Item 2

| Item  | Action  |
|---|---|
| <p><b>Welcome and Introductions</b></p> <p>Cllr Geoff Brown welcomed the Shadow Sub-National Transport Board (SSTB) members to the meeting and noted the apologies.</p>   |   |
| <p><b>Governance Update</b></p> <p>Julian Gale provided an update on the governance of the SSTB. The SSTB was formally established on 5 November 2018, with the 5 authorities signing the Collaboration Agreement.</p> <p>The board were required to make a decision regarding the co-opted members inclusion. Decision approved unanimously.</p> <p>Alice Darley (Highways England) queried the Constitution section 5.2.f). Confirmed that SSTB are not seeking to circumvent existing procedures. Instead, this point is to state an intention to work in a joined-up fashion.</p> <p>Papers A, B and C accepted and approved by the board.</p>  |   |
| <p><b>SSTB Overview</b></p> <p>Leaflet promoting the SSTB has been prepared and circulated.</p> <p>This emphasises a number of points, including:</p> <ul style="list-style-type: none"> <li>the authorities have an existing working relationship which will be built on through the SSTB;</li> <li>there has been significant investment in the South West</li> <li>the grouping of authorities is a good fit</li> <li>the group has the skills and expertise to be successful</li> <li>a positive arrangement with co-opted members is planned</li> <li>the group have had a number of achievements in recent years</li> <li>initial priorities to work on post establishment of the SSTB</li> <li>ask to Government for a contribution to help the SSTB progress</li> </ul> <p>Noted that it would be preferable for the leaflet to expand on the relationship with Western Gateway further. This was agreed by Ben Watts (Western Gateway).</p> <p>There was some discussion relating to which images should be used on the front page. Agreed that an image illustrating housing growth is essential, and that a maritime image could replace one of the existing 2 rail images.</p> <p>Cllr Geoff Brown thanked the officers for their work to date.</p> | <p><i>Nigel Blackler</i></p> <p><i>Nigel Blackler</i></p> |
| <p><b>Co-Opted Member Introductions</b></p> <p>Each co-opted member present were given the opportunity to feedback their initial views on the South West Peninsula SSTB. This was also an opportunity to feedback any latest updates from their organisation which might be relevant to the SSTB.</p>   |   |



|   |                            |
|---|----------------------------|
| <p><b>Department for Transport:</b> received the letter from SW leaders and a reply can be expected soon. Important to see one clear voice for the region and stress that co-working will be important. Autumn budget recently announced, National Roads Fund budget available from 2020 of £28.8bn, of which £25.3bn will be used for the Strategic Road Network. The remainder will be used for Major Road Network and Large Local Major Schemes. DfT will be looking to the STBs for priorities.</p> <p><b>Western Gateway SSTB:</b> invitation as an associated member will be reciprocated for their first SSTB meeting, expected to be approx. 18 December 2018.</p> <p><b>Heart of the South West LEP:</b> happy to participate and committed to working with partners, and the SSTB will help drive forward priorities.</p> <p><b>Network Rail:</b> also intending to be involved in Western Gateway SSTB. Expecting to appoint someone to be locally based in Exeter to oversee the Dawlish situation.</p> <p><b>Highways England:</b> recently written to STBs with regards to HE engagement. Alice Darley (Network Planning department) will be SSTB main contact, though other colleagues present will also be in teams relevant to the STB. Will be interested in the development of the evidence base and transport strategy. Alice Darley to confirm dates for DCO letters of joint support.</p> <p><b>Homes England:</b> funds are available for schemes with a strong emphasis on growth, and therefore linked with infrastructure. Strategic panel was launched last week. Funding grants can be investigated for schemes if there is a strong link to housing.</p> | <p><i>Alice Darley</i></p> |
| <p><b>Stakeholder Forum Membership</b></p> <p>Jamie Hulland presented options to be discussed for the formation of a stakeholder forum to enable the SSTB to effectively and meaningfully engage with other stakeholders.</p> <p>The purpose of the forum would be to enable 2-way communications, providing updates on policy and funding and feeding into consultations.</p> <p>The Heart of the South West LEP had a Special Interest Group which were self-selected. This initially had a large response, with some dropping out later leaving a core group.</p> <p>Proposed to form 2 stakeholder groups:<br/>The <b>core</b> group would meet 3 times a year, by invitation only. The chair and vice-chair would be appointed from this group.<br/>The <b>wider</b> group would meet at an annual event, with an open invite.</p> <p>Agreed that Bristol Airport should be included in the core group.</p> <p>Kevin Mowat advised that the British Ports Association should be invited to the core group as opposed to individual ports.</p>  |                            |

# Agenda Item 2

|   |  |
|---|--|
| <p>Also agreed air carriers, Isles of Scilly Steamship and Sustrans need adding to the existing list.</p> <p>Elected members on SSTB to attend wider stakeholder group event to liaise with stakeholders.</p> <p>TOR document will be prepared, with a view that the specific detail could be trialled and amended.</p>   | <p><i>Jamie Hulland</i></p>                            |
| <p><b>Communications &amp; Engagement</b></p> <p>Sally Farley discussed the latest progress on Communications and Engagement. The name, logo and general strategy were agreed unanimously.</p> <p>A Communications Strategy will be presented to the next board meeting. The website and social media accounts are in development.</p> <p>A press release relating to the Peninsula Transport formation will be issued on Friday 9 November 2018.</p> <p>Letters to the South West MPs shall be sent to make them aware of the SSTB, with a copy of the leaflet. Noted that the letter will include the names of the elected board members, illustrating representation from each of the partner authorities.</p> | <p><i>Sally Farley</i></p>                             |
| <p><b>Next Steps</b></p> <p>Mike O'Dowd-Jones presented on the next steps for the SSTB. There is a need to secure government funding, alongside the £320k contribution agreed by the local authority partners.</p> <p>Further work will be done on work programme and resources. The next priority will be the production of a regional evidence base and transport strategy. Regional evidence base will aim for submission in July 2019.</p> <p>Department for Transport agreed that a local contribution is positive. However, there is no unallocated pot of STB funding.</p>   |  |
| <p><b>AOB</b></p> <p>A letter to Network Rail and the Secretary of State have been drafted with regards to Dawlish. Cllr Geoff Brown and Cllr Andrea Davis to discuss.</p> <p>Dates of future meetings:<br/>Next board meeting 28 February 2019, 14:00<br/>Thereafter, 23 May 2019 and 5 September 2019<br/>Stakeholder group proposed for the end of May / beginning of June and ensuring avoiding half term.</p>  | <p><i>Cllr Geoff Brown &amp; Cllr Andrea Davis</i></p> |

## MAJOR ROAD NETWORK SCHEMES, LARGE LOCAL MAJOR SCHEMES AND PRIORITISATION

1<sup>st</sup> March 2019

***Please note that the following recommendation/s is/are subject to consideration and determination by the Board before taking effect.***

### RECOMMENDATION

#### It is recommended that:

- (a) The proposed Peninsula Transport SSTB schemes in Appendix A are approved for inclusion in the Major Road Network / Large Local Majors shortlist for future assessment and prioritisation; and
- (b) The proposed STB scheme prioritisation principals discussed herein are noted and approved by the Board.

#### 1. Introduction

The Department for Transport (DfT) have recently released the 'Investment Planning Guidance For the Major Road Network and Large Local Majors Programme'. This document sets out the Government's expectation that STBs will be responsible for developing a Regional Evidence Base (REB) for their region, to be submitted in July 2019. Alongside the REB, it is expected that a prioritised list of schemes on the Major Road Network which can commence construction between 2020/21 and 2024/25 subject to successful funding bids are submitted. It is also expected that future Large Local Major schemes for the same timeframe are also included.

The Peninsula Transport Board has identified and appointed AECOM to take forward various workstreams which need to be completed to support the submission of a REB to the DfT in July 2019. One of these workstreams is the development of a Prioritisation Matrix as a basis for the assessment and prioritisation of Peninsula Transport schemes on the MRN. This prioritisation matrix will be used to assess the business case documentation and supporting information provided by scheme promoters.

This report outlines the criteria used to identify schemes on the MRN and LLMs, as well as key principals proposed to be used as part of this appraisal process to identify a prioritised list of transport schemes to present to the DfT.

#### 2. Proposal

The MRN is a new programme that will see substantial amounts of new investment available for road enhancement schemes on the most important local authority roads from 2020/21. For schemes to be eligible for the first tranche of funding, there are a number of criteria which schemes for consideration must satisfy:

- Schemes which are not on the MRN or are wholly on the SRN will not be eligible
- The DfT's contribution will be between £20m and £50m
- Local contribution must be at least 15%
- Schemes must submit a Strategic Outline Business Case (SOBC) three years before works start, submit an Outline Business Case (OBC) two years before works start and start construction by 2024/2025

# Agenda Item 5

In addition, schemes greater than £50m in cost can be included in a submission to the next tranche of Large Local Major funding, assuming the same timescales and level of local contribution. This is not restricted to schemes on the MRN.

Based on these criteria, the local authority partners of Peninsula Transport have been working to identify a shortlist of schemes for inclusion to the MRN and LLM submission for funding alongside the REB. Scheme proformas for the shortlist are included in Appendix A and will be subject to a prioritisation process in advance of the submission. In addition, as part of ongoing work to identify and address priority cross-boundary issues with neighbouring SSTB, Western Gateway, work to ensure some modest improvements for the A38 from the M5 to Bristol Airport is included within the schemes that Western Gateway consider has been undertaken.

AECOM have commenced their initial work on the REB, and in particular on identifying a suitable prioritisation process. As part of the approach to the identification of an appropriate prioritisation approach the following considerations have been reviewed:

- The DfT Investment Planning Guidance for the MRN and LLMs Programmes<sup>1</sup>;
- STB Officer Group views;
- The likely level of detail contained within scheme submissions;
- National guidance such as WebTAG<sup>2</sup>, DfT Business Case Guidance<sup>3</sup> and the Green Book<sup>4</sup>; and
- Existing prioritisation processes, such as the DfT's Early Assessment and Sifting Tool<sup>5</sup> and the Heart of the South West LEP tool for assessing GD3 Transport Schemes.

Based upon this review the below themes (not listed in order of importance / value) were identified:

- Scheme deliverability;
- Safety;
- Impact on the environment;
- Value for money;
- Stakeholder support and public acceptability;
- Seasonality and supporting Peninsula tourism;
- Consideration of the needs of all road users;
- Supporting Growth Corridors and housing/employment developments;
- Supporting the Strategic Road Network (SRN);
- Congestion relief;
- Network resilience;
- Network performance and reliability;

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<sup>1</sup> [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/765680/mrn-investment-planning-guidance.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/765680/mrn-investment-planning-guidance.pdf)

<sup>2</sup> <https://www.gov.uk/guidance/transport-analysis-guidance-webtag>

<sup>3</sup> <https://www.gov.uk/government/publications/transport-business-case>

<sup>4</sup> <https://www.gov.uk/government/publications/the-green-book-appraisal-and-evaluation-in-central-government>

<sup>5</sup> [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/4475/east-guidance.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/4475/east-guidance.pdf)

- Connections to International Gateways; and
- Alignment with Western Gateway aspirations.

To align the prioritisation process with the DfT Business Case guidance (and hence the scheme business case submissions) it was determined that the prioritisation themes above should be presented in line with the five case business case format, namely:

- Strategic Case;
- Economic Case;
- Financial Case;
- Commercial Case; and
- Management Case.

A series of more detailed questions have subsequently been identified to help to assess scheme performance against each of the identified themes.

The following questions are proposed under the Strategic Case heading to assess how each scheme performs against Peninsula strategic priorities:

|                | Theme   | Proposed Question  |
|----------------|---|--|
| Strategic Case | Consideration of the needs of all road users                    | Would the scheme benefit users of active modes?  |
|                |   | Would the scheme benefit public transport users?   |
|                |   | Would the scheme benefit mobility impaired users or improve accessibility?   |
|                | Supporting Growth Corridors and housing/employment developments | Does the scheme provide improved access to an identified growth corridor? Please specify.  |
|                |   | Does the scheme facilitate the delivery of any specific housing or employment developments? Please specify.                          |
|                |   | Please indicate the scale of development which is dependent upon this intervention (no. of households or no. jobs created)           |
|                | Supporting the Strategic Road Network (SRN)                     | Does the scheme provide relief or enhanced access to the Strategic Route Network? Please specify the SRN routes which would benefit. |
|                |   | Will the scheme improve journey time reliability on the SRN?   |
|                |   | Will the scheme improve the resilience of the SRN?   |
|                | Connections to International Gateways                           | Would the scheme improve access to Exeter, Newquay or Bristol airports? Please specify which.  |
|                |   | Would the scheme improve access to international shipping (e.g. via Plymouth or Falmouth Ports)?                                     |
|                | Alignment with Western Gateway aspirations                      | Does the scheme benefit a location, scheme or objective identified by the Western Gateway STB? Please specify.                       |
|                | Seasonality and supporting tourism                              | Does the scheme help to provide additional capacity which is required seasonally (e.g. during the school holidays)?                  |
|                |   | Does the scheme provide improved access to any key tourist areas/attractions? Please specify.  |

# Agenda Item 5

The following questions are proposed under the Economic Case heading to determine the economic performance of the proposals:

|               | Theme                               | Proposed Question  |
|---------------|-------------------------------------|--|
| Economic Case | Value for money                     | What is the anticipated Value for Money score for the proposed scheme?                               |
|               | Congestion relief                   | Does the scheme benefit an existing congestion hotspot?  |
|               |                                     | What level of congestion relief is provided at this/these locations?                                 |
|               | Network resilience                  | Does the scheme improve the resilience of the network to maintenance and unplanned incidents?        |
|               | Network performance and reliability | Does the scheme improve day to day journey time reliability?   |
|               | Safety                              | Does the scheme benefit an existing safety blackspot?  |
|               |                                     | What change in Killed or Seriously Injured (KSI) accidents is anticipated as a result of the scheme? |
|               | Impact on the environment           | What are the impacts of the scheme on AQMAs?   |
|               |                                     | What are the impacts of the scheme on Noise Important Areas?   |
|               |                                     | Does the scheme impact upon any other environmentally designated areas? Please specify.              |

The following questions are proposed under the Financial Case heading to establish the availability of local and 3<sup>rd</sup> party funding contributions (a DfT requirement for MRN schemes):

|                | Theme   | Proposed Question   |
|----------------|---|---|
| Financial Case | Level of Local or 3rd Party funding available | What proportion of the anticipated scheme costs are planned to be funded locally (i.e. by local authority / LEP contributions)? What proportion of this funding is committed? |
|                |   | What proportion of the anticipated scheme costs are planned to be funded by 3rd party contributions (e.g. s106 funds)? What proportion of this funding is committed?          |
|                | Level of funding ask                          | What is the funding ask?  |

The following questions are proposed under the Commercial and Management Case headings to determine the level of scheme development that has occurred and hence the deliverability of the schemes:

|                 | Theme   | Proposed Question  |
|-----------------|---|--|
| Commercial Case | Scheme deliverability                         | How mature is the scheme design/concept?   |
|                 |   | Has a contractor tendering process been completed?                                     |
|                 |   | Are statutory processes required and outstanding? (e.g. Planning approval/DCO, TRO)?   |
|                 |   | Are any land purchases required and outstanding?                                       |
|                 |   | Are any Compulsory Purchase Orders required?   |
|                 |   | Have required public and statutory consultation activities been commenced/completed?   |
| Management Case | Stakeholder support and public acceptability; | What is the level of support amongst the public?                                       |
|                 |   | What is the level of support amongst statutory consultees?                             |
|                 |   | What is the level of support amongst community and lobby groups?                       |
|                 | Delivery timescales                           | When is construction anticipated to commence (assuming funding was awarded this year)? |

A scoring matrix will be established for each of the above questions using a 7-point qualitative scale as utilised in WebTAG6 where appropriate. For other questions a simpler 3-point scale or YES/NO approach may be more appropriate due to likely levels of detail anticipated within scheme business case documents.

### 3. Options/Alternatives

Whilst there may be further schemes which could be delivered under the MRN or LLM funding, the local authority partners have identified a shortlist of the most suitable schemes given the criteria and timescale constraints.

Feedback is sought on the suitability of the proposed appraisal themes and questions presented. Additionally, feedback is requested on the relative weightings which should apply to each appraisal area (theme or question) which will influence the outcomes of the prioritisation of schemes.

The Officer Group considers that deliverability will be one theme which is of high importance as part of the prioritisation (this is reflected in the DfT Investment Guidance). And, whilst value for money should be balanced against the other themes, poor value for money is likely to be a barrier to Government investment.

### 4. Financial Considerations

A Project Plan including a cost estimate for the development of the prioritisation matrix and assessment of schemes has been submitted to and approved by the STB Officer Group.

### 5. Other Considerations

This Report has no specific equality, sustainability or legal implications that are not already covered by or subsumed within the detailed policies or actions referred to therein.

<sup>6</sup> large adverse, moderate adverse, slight adverse, neutral, slight beneficial, moderate beneficial, large beneficial.

# Agenda Item 5

PENINSULA TRANSPORT

## **6. Summary/Conclusions/Reasons for Recommendations**

Suitable schemes in the Peninsula Transport area which could form successful bids for MRN or LLM funding have been identified and details of these are provided in Appendix A. Subject to the approval of the shortlist, these schemes must be prioritised and submitted alongside the REB in July 2019. The proposed prioritisation themes and questions have been identified based upon a review of Central Government / DfT guidance and objectives and consideration of Peninsula Transport priorities and distinctive characteristics. Feedback is requested on the themes and questions proposed and the relative priorities and weightings which should be applied to these questions.



## MRN SCHEMES

- A38 – A374 Marsh Mills Roundabout to Cattedown Roundabout
- A38 – A3064 Weston Mill to Pennycomequick Roundabout
- A39 Camelford Bypass
- A358 Henlade Bypass
- A361 Glastonbury Bypass and Pilton
- A379 Corridor Improvements
- A382 Improvements

## LLM SCHEMES

- A38 Manadon Roundabout
- A39 Walton Ashcott Bypass
- M5 Junction 28

|                            |   |
|----------------------------|---|
| <b>Scheme Name</b>         | A38 / A374 Marsh Mills Roundabout to Cattedown Roundabout |
| <b>Promoting Authority</b> | Plymouth City Council                                     |
| <b>MRN / LLM?</b>          | MRN   |

## 1. Introduction

### 1.1 Problem Description

*Please describe the problems the scheme is designed to solve. (150 words max)*

This part of the MRN, starting at the A38 Marsh Mills junction, is the primary route into the city centre from the east, connecting Plymouth with the rest of the UK via the SRN.

This eastern section of the MRN contributes significantly to the route's unreliable journey times, ranging from 16 to 40 minutes at peak times, and its operational limitations, due to the following factors:

- inadequate capacity at key junctions
- poor carriageway condition
- regular road flooding events
- constraints from rail structures

The Plymouth & South West Joint Local Plan will deliver large numbers of new homes and jobs in the timeframe to 2034 with major investment in the city's road infrastructure recognised as critical to achieving this.

Future proofing the MRN will contribute towards the far south west achieving its economic goals. Failure to secure investment will further reduce the MRN's operational effectiveness and conflict with its new status.

### 1.2 Scheme Description

*Please describe your scheme, including a picture/diagram showing where it is and outline of what it is (200 words)*

The scheme will deliver targeted junction improvements including remodelling of existing layouts, replacement of any out-dated traffic signal infrastructure (and new ITS equipment) and provision of enhanced public transport priority, increasing the capacity of the route and reducing overall delays. The improvements will focus on key junctions where either congestion is known to currently occur, or where traffic forecasts have shown will be approaching or over capacity as the city continues to grow, including:

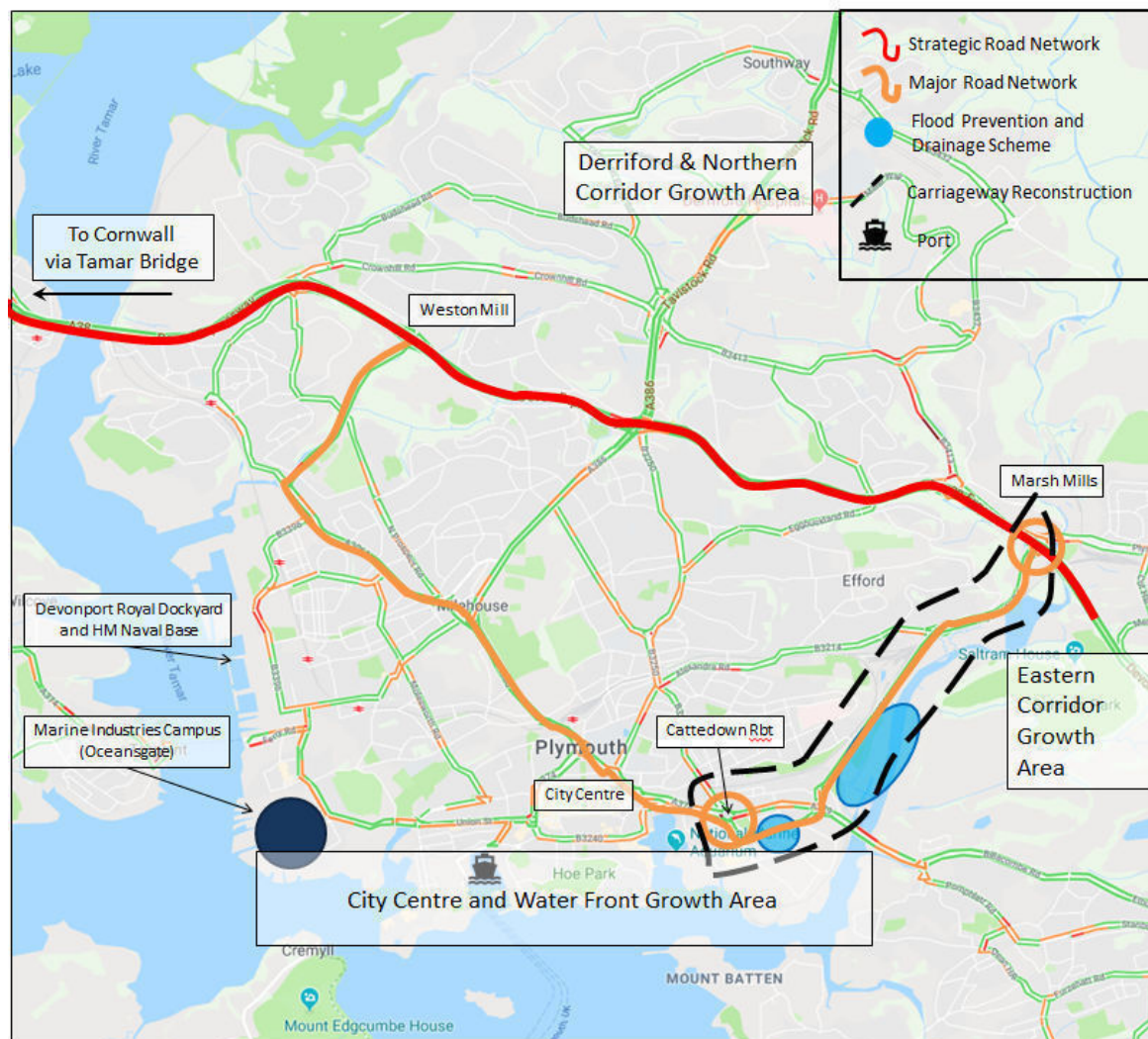
- A38 / A374 Marsh Mills Junction
- A374 / A379 Cattedown Junction

Localised road widening will be undertaken where there is a clear need for this to facilitate traffic flow or remove pinch-points. Opportunities will be maximised to improve facilities for non-motorised users, including provision of off-road cycle facilities.

To complement the junction improvements, extensive highway asset reconstruction will be delivered along the route, co-ordinated with other works to minimise construction delays.

Opportunity will be taken to carry out priority Environment Agency part-funded flood

defence works at Arnolds Point on the A374 and increase the MRN functionality as an Abnormal Load Route through the removal of rail bridges which currently limit its use by high-sided HGVs resulting in diversions on to less suitable traffic routes.



**Figure 1 Plymouth MRN East**

### 1.3 Objectives

Please describe how the scheme will solve this problem and support MRN objectives (250 words max)

| Objective                  | How the scheme will support MRN objectives  |
|----------------------------|---|
| <b>Reducing Congestion</b> | <p>Targeted junction capacity upgrades reducing delay and congestion</p> <p>Improved highway asset condition reducing accidents and flooding events supporting smoother travel</p> <p>Removal of height constraint structures enabling MRN use as Abnormal Load Route</p> <p>Improved traffic management at key decision points</p> |

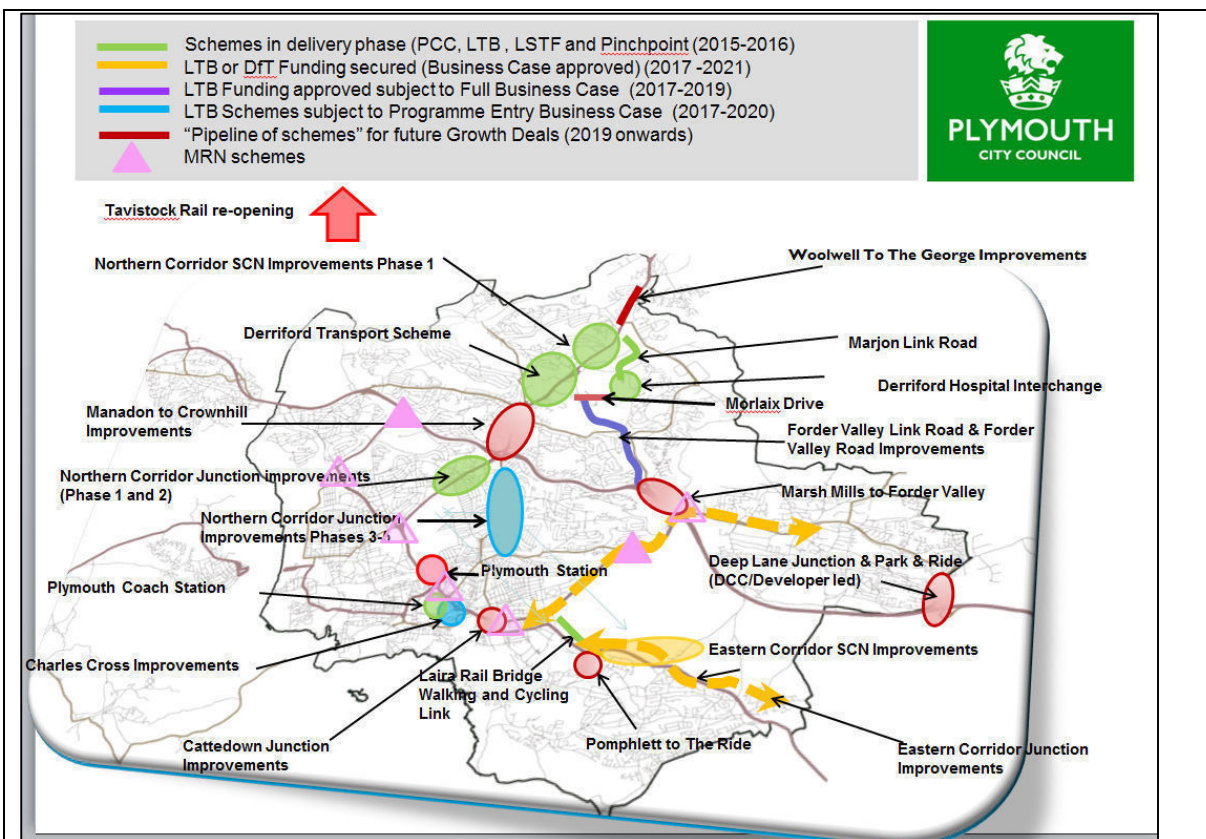
|  |   |
|--|---|
| <b>Support Economic Growth &amp; Rebalancing</b> | <p>Supports the HotSW LEP Productivity Strategy which aims to raise productivity growth to 2.2% per annum and real GVA growth of 3% per annum.</p> <p>Plymouth is a regional growth centre within the HOTSW. By 2034 the population of the Plymouth and South West Devon Joint Local Plan (JLP) area is set to increase from 399,914 to 434,900. This scheme is required to deliver this growth (policy PLY 57 of the JLP).</p> <p>Trade &amp; Gateways Impact: improving the MRN will better connect the far south west via Plymouth to international markets through the continental ferry port at Millbay - identified as one of the UK ports that would be called upon to manage the expected significant increase in ferry movements and HGV traffic in the event of a no-deal Brexit.</p> |
| <b>Support Housing Delivery</b>                  | The JLP ambition is for 26,700 new homes by 2034, including 5000 at Sherford and 2000 at Plymstock Quarry to the east of the city. The scheme is critical to this growth  |
| <b>Supporting All Road Users</b>                 | Modal shift through measures for public transport, cyclists and pedestrians, reduction in risk of deaths/serious injuries for all users   |
| <b>Supporting the SRN</b>                        | The A38 between Marsh Mills and Manadon is within the worst 10% nationally for unreliable journey times and above average for road traffic collisions. The scheme will improve resilience to these incidences.  |

## 2. Development of scheme so far

### *Narrative of scheme development to date.*

The Plymouth and South West Devon Joint Local Plan (JLP) makes provision for a minimum of 26,700 new homes and the creation of at least 20,000 new jobs in its timeframe to 2034 with strategic transport infrastructure improvements critical to achieving this as identified at Policies SPT 8 and SPT12. This level of housing growth within the Housing Market Area (HMA) for Plymouth would meet all its housing needs as identified in the Objectively Assessed Needs (OAN).

Potential funding sources for the interventions for each of the city's strategic transport corridors to 2025 is shown at Figure 1.



**Figure 2 Strategic transport improvements to support the JLP with potential funding source**

Saturn Modelling, undertaken in partnership with Highways England, has identified the critical transport infrastructure required to meet Plymouth's growth ambition. This includes the Plymouth MRN route and the major junctions of the A38 / A374 Marsh Mills junction and A374 / A379 Cattedown Roundabout.

Policy **PLY57 Strategic infrastructure measures for the Eastern Corridor Growth Area** of the JLP identifies key strategic infrastructure measures that will be provided during the plan period in order to support the delivery of the strategy for the Eastern Corridor Growth Area including:

2. Eastern corridor transport improvements / programmes to support growth and improve access, including the following schemes
  - i. A379, A374, B3416 capacity and bus priority improvements including at Cattedown Roundabout, Pomphlett Roundabout and Stanborough Cross
  - ii. Capacity upgrades to the A38 and its junctions at Deep Lane and Marsh Mills, Forder Valley, Manadon and St Budeaux interchange

Policy **PLY61 Strategic Infrastructure Measures** of the JLP also specifies key strategic infrastructure measures that will be provided during the plan period (in addition to essential infrastructure required within the major growth areas) , in order to support the delivery of sustainable growth in Plymouth as follows:

1. Improvements to the A38 trunk road and its main junctions

The South West Peninsula Route Strategy: Evidence Report (*Highways England, April 2014*) identifies the section of the SRN on the A38 between Marsh Mills and Manadon Junction as amongst the worst 10% nationally for unreliable journey times.

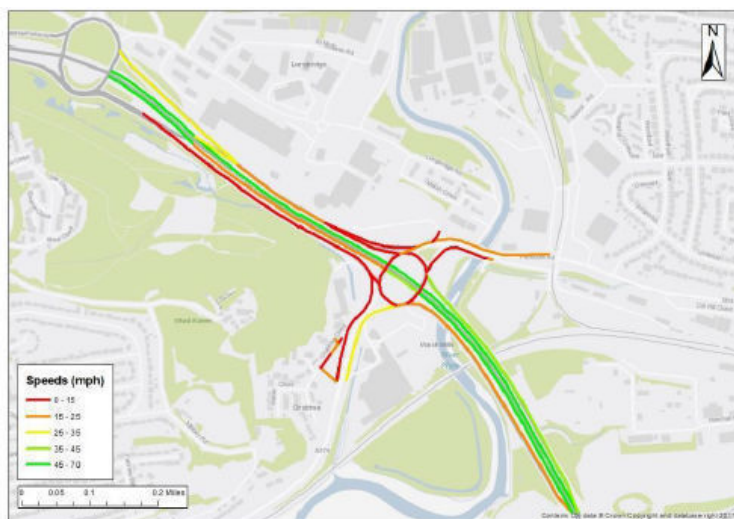
The subsequent Route Strategy (*Highways England, March 2017*) states that planned growth at Plymouth could be constrained by highway capacity (on the SRN).



Furthermore, the process of assessing the future performance of key junctions / corridors connecting the local and Strategic Road Network within the JLP area was developed and agreed in partnership with both Highways England and Devon County Council. The latest position statement of the Plymouth and South West Devon Joint Local Plan Transport Strategy Working Group (January 2018) specifically identifies that improvements will be required at Marsh Mills junction. These works to widen the circulatory of inner roundabout to avoid impacts on traffic signal inter-greens are needed in order to accommodate the forecast traffic growth at this location in terms of the performance of the A38 strategic corridor.

More recently, in 2018 Jacobs were commissioned to carry out a feasibility study across the whole Plymouth MRN route. The study examined current flows, speeds and delays and used theoretical capacities to identify parts of the network that have a high V/C ratio and highest delays. It also used traffic forecasts that included future employment and housing allocations to identify parts of the network that would be over capacity in the future and would require improvement. In addition the study looked at collision data to identify safety improvements that are required.

The subsequent report has identified the particular problems and issues along the Plymouth MRN. For the east section of the MRN Cattedown Roundabout and Marsh Mills junction were identified as requiring improvements to facilitate travel to work and relieve congestion.



Marsh Mills 2017 AM



Marsh Mills 2017 PM

**Figure 3 2017 Speeds at Marsh Mills Junction from Jacobs Plymouth MRN Feasibility Study September 2018**

Currently, the design work for the Plymouth MRN – East scheme is at the early feasibility design stage. However, the design for the A374 / A379 Cattedown Roundabout is more advanced as the junction was originally part of the DCLG funded £19m East End Transport Scheme (EETS) that was completed in 2012 and which resulted in major capacity increases to the A374 Gdynia Way. Upgrading Cattedown Roundabout is needed to fully maximise the benefits from this previous investment. An economic assessment was carried out on the Cattedown Roundabout scheme in 2013 resulting in a Benefits to Cost Ratio (BCR) of 4.97 and is therefore in the Very High category.

There is also an approved design for the EA flood defence scheme at Arnolds Point adjacent the A374 and will result in the construction of a 1300m long sea wall providing a 1 in 200 year (0.5% AEP) standard of protection up to the year 2110. The Arnold's Point Phase 2 project is included in the EA FCERM 1 EA FCERM 1 Flood Defence Grant in Aid programme of works as a Pipeline project.

However, if the Plymouth MRN – East scheme is selected for submission of a Strategic Outline Business Case, scheme development can be accelerated, with more detailed design work commensurate with the relevant stage.

### **3. Financial & Economic Case - Value for Money**

|   |                             |
|---|-----------------------------|
| Indicative Scheme Cost                          | £48.3m including 44% OB     |
| Indicative Benefit to Cost Ratio (if available) | 'Very High' value for money |

*Please outline the assumptions and uncertainties behind these estimations.*

The indicative scheme cost is based on:

- Outturn costs of other recent large scale schemes for the junction remodelling / widening works such as £10m Derriford Transport Scheme.
- Estimated costs of full carriageway / footway reconstruction including safety barrier / signage / street lighting replacement and new signal / ITS equipment are based on existing rates within the Council's Term Maintenance Contract.
- The indicative scheme cost includes 44% Optimism Bias as per DfT Transport Analysis Guidance Unit A1.2 Scheme Costs to reflect the early stage of development the scheme is at.
- 60 year whole life costs

A Benefit to Cost Ratio (BCR) has not been calculated at this stage in the development of the scheme. Based on the economic appraisal of other large capacity enhancement schemes within Plymouth, for which journey time savings during the appraisal period are significant (including Derriford Transport Scheme and Charles Cross Transport Improvement Scheme) the BCR is expected to be in the 'Very High' category.

### **4. Timescales**

|   |             |
|---|-------------|
| Submission of Strategic Outline Business Case (SOBC)  | Summer 2020 |
| Submission of Outline Business Case (OBC) <i>(for subsequent milestones assume 3 months from OBC to programme entry decision)</i> | Summer 2021 |

|  |             |
|--|-------------|
| Full Business Case submitted to DfT  | Summer 2022 |
| Start of Construction<br><i>(assume 3 months from FBC to funding commitment)</i> | Summer 2023 |
| Scheme open to public  | Summer 2024 |



|                            |  |
|----------------------------|--|
| <b>Scheme Name</b>         | A38 / A3064 Weston Mill to Pennycomequick Roundabout |
| <b>Promoting Authority</b> | Plymouth City Council                                |
| <b>MRN / LLM?</b>          | MRN  |

## 1. Introduction

### 1.1 Problem Description

*Please describe the problems the scheme is designed to solve. (150 words max)*

The west section of Plymouth's MRN, starting at the A38 Weston Mill junction forms a vital route from Cornwall and the west of the city into the heart of Plymouth. Connecting the Strategic Road Network (SRN) to the Dockyard and Naval Base at Devonport, it also crucially links onwards to the City Centre and Waterfront Growth area.

At peak times, congestion frequently occurs both on the slip roads off the A38 at Weston Mill junction, as well as at key junctions along the corridor. The condition of the carriageway on this strategic route is continuing to decline, requiring ongoing maintenance, impacting further on journey reliability. There is a clear and obvious need for a significant financial investment to ensure that extensive planned highway asset reconstruction can be undertaken.

With ambitious planned growth, these problems are set worsen, a situation not in keeping with the route's status as part of the MRN.

### 1.2 Scheme Description

*Please describe your scheme, including a picture/diagram showing where it is and outline of what it is (200 words)*

The scheme will deliver a series of targeted junction improvements including remodelling of existing layouts, replacement of any out-dated traffic signal infrastructure (and new ITS equipment) and provision of enhanced public transport priority where appropriate. This will increase the capacity of the route and reduce overall delays. The improvements will focus on key locations where either congestion is known to currently occur, or where traffic forecasts have shown will be approaching or over capacity as the city continues to grow, including the following:

- A38 / A3064 Weston Mill junction with part-widening of St Budeaux by-pass
- A3064 Camels Head junction to B3396 Saltash Road
- A3064 Camel's Head junction to Ferndale Road
- A386 Alma Road / Saltash Road (Pennycomequick Roundabout) with part-widening of Alma Road

Localised road widening will be undertaken where there is a clear need for this to facilitate traffic flow or remove pinch-points. Opportunities will be maximised to improve facilities for non-motorised users, including provision of off-road cycle facilities at locations where on-road cyclists are known to cause additional traffic delays.

To complement the junction improvements, extensive highway asset reconstruction will be delivered along the route, co-ordinated with other works to minimise construction delays.



### 1.3 Objectives

*Please describe how the scheme will solve this problem and support MRN objectives (250 words max)*

| Objective  | How the scheme will support MRN objectives   |
|--|--|
| <b>Reducing Congestion</b>                       | <p>Targeted junction improvements at key locations to increase capacity and reduce overall delays and improve journey reliability</p> <p>Improved highway asset condition reducing accidents</p> <p>Improved traffic management at key decision points</p> |
| <b>Support Economic Growth &amp; Rebalancing</b> | <p>The Plymouth and South West Devon Joint Local Plan (JLP) supports the HotSW LEP Productivity Strategy 2018 which aims to raise productivity growth to 2.2% per annum and real GVA growth of 3% per annum.</p>   |

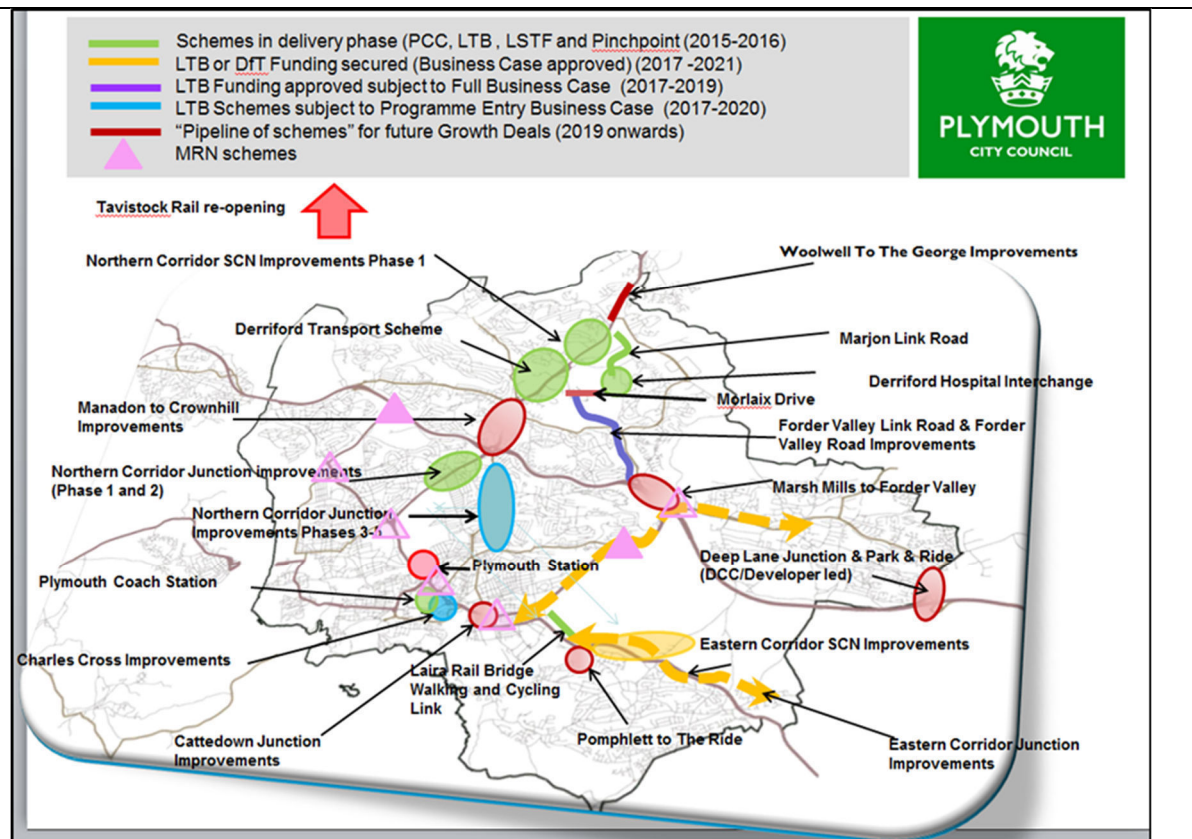
|                                  |  |
|----------------------------------|--|
|                                  | <p>Plymouth is a regional growth centre within the HOTSW. By 2034 the population of JLP area is set to increase from 399,914 to 434,900. This scheme is required to deliver this growth (policy PLY 61, JLP).</p> <p>Improving access to regionally significant employment sites in the west of the city, most significantly Devonport Dockyard, which includes Oceansgate, a new world-class development hub for marine industries.</p> <p>Improving the MRN will better connect the far south west to the continental ferry port at Millbay - one of the UK ports that would be called upon to manage the expected significant increase in ferry movements and HGV traffic in the event of a no-deal Brexit.</p> |
| <b>Support Housing Delivery</b>  | The scheme is critical to the JLP plan for 26,700 homes by 2034, including over 500 in the West of the city that would be directly served by the scheme.   |
| <b>Supporting All Road Users</b> | Modal shift encouraged through measures for public transport, cyclists, pedestrians and disabled people and reduced risk of deaths/serious injuries for all users of the MRN   |
| <b>Supporting the SRN</b>        | Less congestion will result in more reliable journey times on both MRN and SRN and thus contribute to improved SRN resilience.   |

## 2. Development of scheme so far

### *Narrative of scheme development to date.*

The Plymouth and South West Devon Joint Local Plan (JLP) makes provision for a minimum of 26,700 new homes and the creation of at least 20,000 new jobs in its timeframe to 2034, with strategic transport infrastructure improvements critical to achieving this as identified at Policy SP12. This level of housing growth within the Housing Market Area (HMA) for Plymouth would meet all its housing needs as identified in the Objectively Assessed Needs (OAN).

Potential funding sources for the interventions for each of the city's strategic transport corridors to 2025 is shown at Figure 2.



**Figure 2: Strategic transport improvements to support the JLP with potential funding source**

Policy **PLY61 Strategic Infrastructure Measures** of the JLP also specifies key strategic infrastructure measures that will be provided during the plan period (in addition to essential infrastructure required within the major growth areas), in order to support the delivery of sustainable growth in Plymouth as follows:

1. Improvements to the A38 trunk road and its main junctions
2. Western Corridor Park and Ride (within Cornwall).
3. Capacity increases, including bus priority improvements, to the A3064 St. Budeaux Bypass and Wolsley Road, including Camels Head junction
4. Western Corridor Strategic Cycling and Walking network improvements

These improvements are particularly critical for improving access to the Dockyard at Devonport, which includes the HM Naval Base (the largest naval base in Western Europe, the sole nuclear repair and refuelling facility for the Royal Navy and soon to be the home of the new Type 26 frigate). They will also support the 1,200 jobs that will be delivered by the Oceansgate marine development hub, by improving access via Weston Mill junction.

The South West Peninsula Route Strategy: Evidence Report (Highways England, April 2014) identifies the section of the SRN on the A38 between Carkeel Roundabout and Weston Mill junction as being one of the most problematic links in the region in terms of congestion and delay in both directions (it is ranked 4<sup>th</sup> least reliable for journey times). The subsequent Route Strategy (Highways England, March 2017) states that planned growth at Plymouth could be constrained by highway capacity (on the SRN).

Furthermore, the process of assessing the future performance of key junctions / corridors connecting the local and Strategic Road Network within the JLP area was developed and



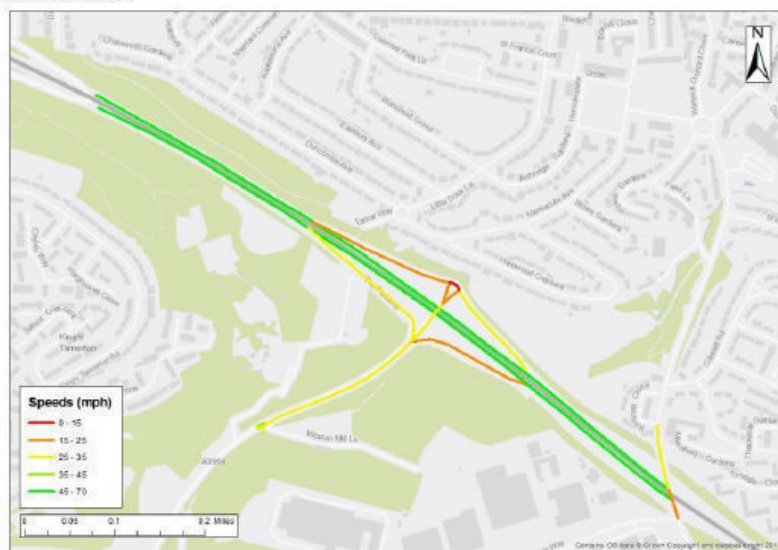
agreed in partnership with both Highways England and Devon County Council. The latest position statement of the Plymouth and South West Devon Joint Local Plan Transport Strategy Working Group (January 2018) specifically identifies that improvements will be required at Weston Mill junction. These works, giving priority to the off-slips from the A38, are needed in order to accommodate the forecast traffic growth at this location in terms of the performance of the A38 strategic corridor.

More recently, in 2018 Jacobs were commissioned to carry out a feasibility study across the whole Plymouth MRN. The study examined current flows, speeds and delays and used theoretical capacities to identify parts of the network that have a high V/C ratio and highest delays. It also used traffic forecasts that included future employment and housing allocations to identify parts of the network that would be over capacity in the future and would require improvement. In addition the study looked at collision data to identify safety improvements that are required.

The subsequent report has identified the particular problems and issues along the Plymouth MRN. For the west section of the MRN, Camels Head junction, Pennycomequick Roundabout, and in particular Weston Mill junction are all identified as requiring improvements to facilitate travel to work and relieve congestion.



Weston Mill 2017 AM



Weston Mill 2017 PM

**Figure 3: 2017 Speeds at Weston Mill Junction from Jacobs Plymouth MRN Feasibility Study (September 2018)**

Currently, design work for the Plymouth MRN (West) is at the early feasibility design stage. If the project is selected for submission of a Strategic Outline Business Case, scheme development can be accelerated, with more detailed design work commensurate with the relevant stage.

### 3. Financial & Economic Case - Value for Money

|   |                                     |
|---|-------------------------------------|
| Indicative Scheme Cost                          | £43M                                |
| Indicative Benefit to Cost Ratio (if available) | 'High to Very High' value for money |

#### Please outline the assumptions and uncertainties behind these estimations.

The indicative scheme cost is based on:

- Outturn costs of other similar schemes for the junction remodelling / widening works
- Estimated costs of full carriageway / footway reconstruction including safety barrier / signage /street lighting replacement and new signal / ITS equipment are based on existing rates within the Council's Term Maintenance Contract
- The indicative scheme cost includes 44% Optimism Bias as per DfT Transport Analysis Guidance Unit A1.2 Scheme Costs to reflect the early stage of development of the scheme, but does not include inflation.
- 60 year whole life costs

A Benefit to Cost Ratio (BCR) has not been calculated at this stage in the development of the scheme. Based on the economic appraisal of other large capacity enhancement schemes within Plymouth, for which journey time savings during the appraisal period are significant (including Derriford Transport Scheme and Charles Cross Transport Improvement Scheme) the BCR is expected to be within either the Very High or High category.

### 4. Timescales

|   |             |
|---|-------------|
| Submission of Strategic Outline Business Case (SOBC)  | Summer 2019 |
| Submission of Outline Business Case (OBC) <i>(for subsequent milestones assume 3 months from OBC to programme entry decision)</i> | Summer 2020 |
| Full Business Case submitted to DfT   | Summer 2021 |
| Start of Construction<br><i>(assume 3 months from FBC to funding commitment)</i>  | Summer 2022 |
| Scheme open to public   | Summer 2023 |

|                            |                      |
|----------------------------|----------------------|
| <b>Scheme Name</b>         | A39 Camelford Bypass |
| <b>Promoting Authority</b> | Cornwall Council     |
| <b>MRN / LLM?</b>          | MRN                  |

## 1. Introduction

### 1.1 Problem Description

*Please describe the problems the scheme is designed to solve. (150 words max)*

The A39 Atlantic Highway is the main route from north Cornwall to west Devon serving a wider settlement population of over 100,000 and many popular tourist areas. Currently the A39 through Camelford is constrained by a priority shuttle junction, traffic signals and, increasing traffic volumes, particularly over the summer months when traffic typically increases by 30%.

As a result at peak times significant congestion occurs on this section resulting in delays, community severance and associated environmental impacts. This is exacerbated by relatively high percentage of HGV and agricultural vehicles, plus the A39 is the designated alternative route for traffic in the case of incidents on the A30 dual carriageway trunk road.

Camelford was declared an Air Quality Management Area (AQMA) in January 2017.

Poor connectivity impacts on economy of Camelford and surrounding area, with the current route identified in the Local Plan as a key constraint to growth.

### 1.2 Scheme Description

*Please describe your scheme, including a picture/diagram showing where it is and outline of what it is (200 words)*

A39 Camelford Bypass:

A preferred route for the former trunk road was developed by the Highways Agency and was granted Planning permission in 2005.

The 2005 design is a single carriageway with lane widths of 3.65m, a 1m hard strip to either side (9.3m total width) and 2.5m verges, with a design speed of 100kph. It provides a theoretical capacity of 13,000 vehicles per day, sufficient capacity to cope with the current traffic flows on the A39 (including the seasonal uplifts) as well as the predicted increases in traffic flows to 2030.

The route is shown in Figure 1 and comprises a realignment of the B3266 to meet a 4 armed roundabout on the A39 to the west of Valley Truckle. The bypass then is routed to the west and north of Camelford with a number of side road junctions to minor roads until it reaches a further 4 armed roundabout (Sportsmans) that provides access into Camelford and on to the B3266 to Boscastle, Tintagel and Delabole. The bypass continues to the north and east of Camelford with a 60m bridge (Trefew) across the valley of the river Camel and then on to a 3 armed roundabout meeting the A39 at Redgates.

This route alignment and design will need to be reviewed to comply with modern standards and design guidance. In particular this may require consideration of cycling, pedestrian and equestrian provision alongside and across the bypass.

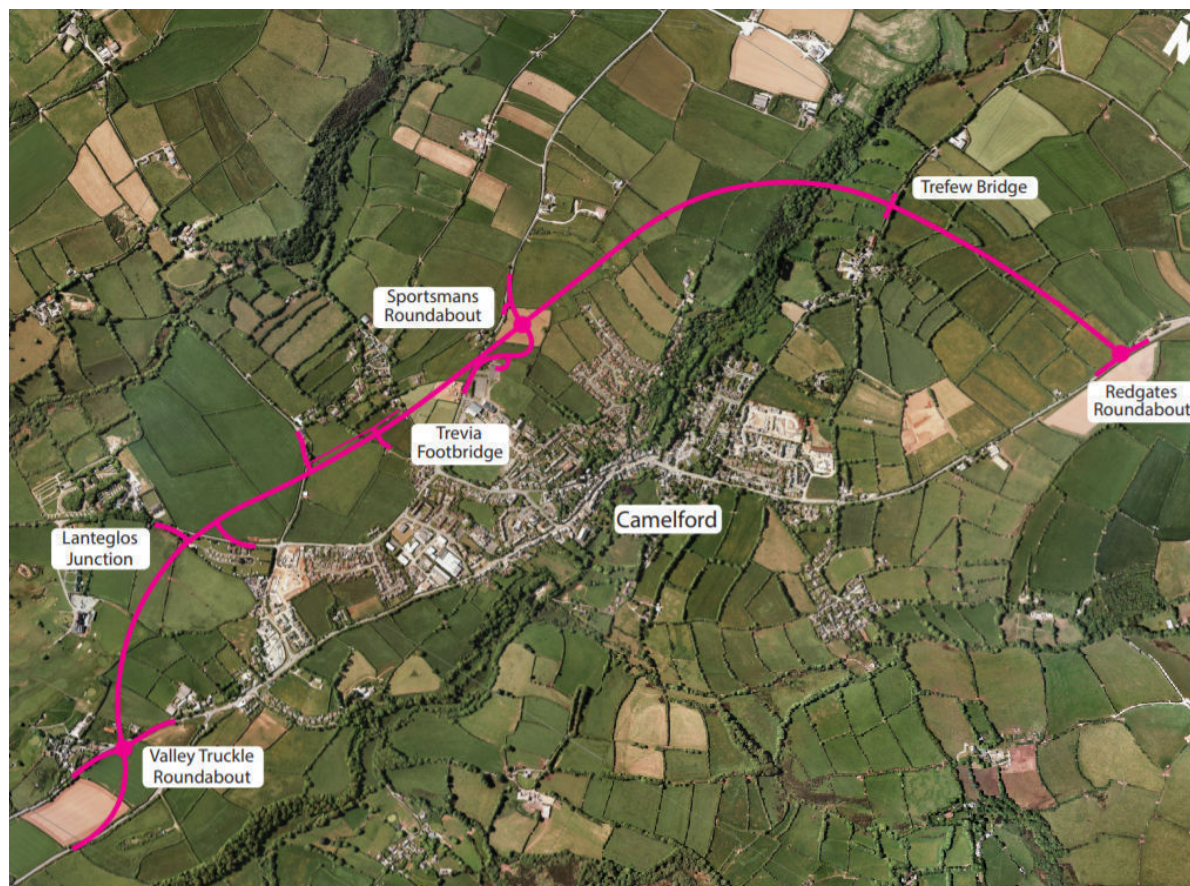


Figure 1 Proposed Bypass Alignment

## 1.2 Objectives

*Please describe how the scheme will solve this problem and support MRN objectives (250 words max)*

By removing traffic from constrained section of A39 running through Camelford town centre the proposed scheme would:

- Help address air quality levels within the Camelford AQMA;
- Promote the local and regional economy through more housing and employment opportunities;
- Improve journey times and reliability on the A39;
- Reduce the number of slight accidents occurring on the local road network;
- Decrease congestion through Camelford, including queuing particularly in the summer months;
- Provide improved access to tourism attractions along the route; and
- Align with national and local policy objectives for an improved major transport network, and improved air quality measures within an AQMA and on the local road network.

Should the bypass not be progressed, it is unlikely that another long-term intervention will be identified for the A39 through Camelford. As a result, capacity and access issues, congestion, traffic volumes and air quality through the town will all continue to worsen. In



addition, any future economic growth in Camelford and the region (including tourism, housing and employment opportunities) is likely to be stifled due to transport access issues and poor journey time reliability. This potentially could further increase the economic gap between Camelford, Cornwall and the rest of the UK.

## 2. Development of scheme so far

### *Narrative of scheme development to date.*

The work by the Highways Agency and Cornwall Council in the 1990s and early 2000s led to a preferred route option that was approved in planning. This permission has since lapsed following withdrawal of Government funding in 2006 but the route remains protected by Cornwall Council.

The preferred route has been reassessed in an Option Appraisal report (OAR) and undergone a re-costing exercise to inform the Strategic Outline Business Case (SOBC). The Cornwall Countywide traffic model has been utilised alongside manual analysis to ascertain potential traffic reassignment and journey time benefits of the scheme.

The SOBC will be finalised during spring 2019 with further work on the traffic modelling and economic case. An Appraisal Specification report (ASR) and Environmental Scoping report has also been commissioned.

A review will also be carried out to compare the 2004 design against modern standards and guidance; this may lead to changes in alignment, side road connections, structures, and the non-motorised user provision.

The route option has been discussed with the Camelford Town Council and received their full support, and is included within the draft Neighbourhood Plan as their key objective for transportation.

Going forward the intention is to undertake further preparatory work in anticipation of progressing the more detailed Outline Business Case (OBC), including traffic surveys and data collection, and public and stakeholder consultation on the proposed scheme planned later in the year.

This will require developing the feasibility design to allow a better determination of the likely construction costs alongside a more robust traffic model that will feed into the economic model justifying the scheme. A further review will be needed of local development and likely business investment that may follow the opening of the bypass.

## 3. Financial & Economic Case - Value for Money

|   |   |
|---|---|
| Indicative Scheme Cost                          | £39.7m                                    |
| Indicative Benefit to Cost Ratio (if available) | 1 – 1.5 ('Low to Medium' value for money) |

### *Please outline the assumptions and uncertainties behind these estimations.*

The Works Cost of £16.6m has been calculated from the cost for the 2004 design. To this is added: risk; contractor overheads and profit; land acquisition and compensation costs; estimated design and supervision cost; plus Client costs, giving a sub total of **£27.6m**.

To comply with DfT guidance an Optimism Bias (44%) is applied to provide the Indicative Scheme Cost of **£39.7m**. This cost is the 2018 base value and no allowance for future inflation has yet been made. As the work for the OBC progresses along with its associated design and surveys, the risks will be better quantified and the optimism bias percentage will reduce.

A more robust transport model would feed into the Economic Case and deliver further evidence to support the viability of the scheme and the value for money. A wider economic study and environmental assessment (particularly in relation to air quality benefits) would also strengthen the case for a bypass.

Using the currently available information the scheme has been assessed as having an **initial indicative BCR of 1.365** ('Low value for money'), however this is likely to improve to a 'Medium' value once wider economic benefits have also been assessed and included.

#### 4. Timescales

|   |                |
|---|----------------|
| Submission of Strategic Outline Business Case (SOBC)  | July 2019      |
| Submission of Outline Business Case (OBC) <i>(for subsequent milestones assume 3 months from OBC to programme entry decision)</i> | March 2020     |
| Full Business Case submitted to DfT*  | June 2021      |
| Start of Construction<br><i>(assume 3 months from FBC to funding commitment)</i>  | September 2021 |
| Scheme open to public   | Spring 2023    |
| *Assuming Planning, land and statutory process complete with scheme tender price required   |                |

|                            |                         |
|----------------------------|-------------------------|
| <b>Scheme Name</b>         | A358 Henlade Bypass     |
| <b>Promoting Authority</b> | Somerset County Council |
| <b>MRN / LLM?</b>          | MRN                     |

## 1. Introduction

### 1.1 Problem Description

*Please describe the problems the scheme is designed to solve. (150 words max)*

The A358 forms part of the A303 / A30 / A358 route which provides a strategic link between the south-east and south-west regions. The A358 in this locality suffers from congestion which constrains growth. The village of Henlade suffers from air quality, noise and severance issues caused by the A358; this includes a declared Air Quality Management Area (AQMA).

The village creates a traffic pinch point, before entering the village from either direction the carriageway is reduced from two lanes to one; traffic is generally slow moving through the village due to speed restrictions, junctions and limited lane widths.

A scheme to improve the existing A358 is included within Highways England's Roads Investment Strategy, it seeks to upgrade the entire route from the junction with the A303 to the M5, should this not come forwards SCC would wish to prioritise a scheme to remove this pinch point.

### 1.2 Please describe your scheme? Needs a picture/diagram showing where it is and outline of what it is (200 words)

A diagram has been included in Appendix A.

The scheme is to construct a new road, one lane in each direction plus foot / cycle way, to bypass the village of Henlade. It will be approximately 2km long and connect from a point to the east of Henlade to the new configuration at M5 junction 25. A proposed alignment has previously been adopted; this design will be reviewed before funds are committed.

The scheme will remove up to 95% of the traffic from the village and remove the air quality management area.

The scheme will improve the strategic route across the county making it fit for purpose in this area.

### 1.3 Objectives

*Please describe how the scheme will solve this problem and support MRN objectives (250 words max)*

The scheme will remove most of the traffic from the affected communities and provide a faster, more reliable route across Somerset.

**Reduce congestion** – the scheme will enable easier, faster and safer journeys by providing a new road that is fit for purpose by removing pinch points.

**Support economic growth and rebalancing** – The scheme will, as part of the wider A303 / A30 improvements package, generate GVA benefits of £39bn across the South West of England and support rebalancing by improving the GVA where it is currently below UK average.

**Support housing delivery** – the Taunton area has more than 10,000 homes planned; the benefits of the scheme are likely to be experienced more widely in surrounding settlements. The improvement will provide the opportunity for growth beyond the current local plan period.

**Support all road users** – the scheme will provide a foot / cycleway which will connect into local routes providing improved access to Street and Glastonbury from the surrounding areas. It will also reduce severance in Ashcott and Walton allowing improved access to local services.

**Support the Strategic Road Network** – the scheme is approximately 7 miles from M5 junction 23 and will improve end to end journey times and reliability for users. The journey quality for long distance trips will be significantly improved once users transition to the local road network.

## 2. Development of scheme so far

*Narrative of scheme development to date.*

A range of options have been considered and an Options Assessment Report has been produced which identified the need for a road-based scheme, in particular a bypass.

The Local Plan for Taunton Deane includes the bypass to Henlade as a policy requirement.

Work has been carried out on the design feasibility of the scheme which includes an understanding of the environmental constraints and geotechnical / drainage / utilities considerations. The cost estimate for the scheme was last updated in 2014; a range of costs has been provided in lieu of a more recent cost estimate.

An improvement to M5 Junction 25 will commence construction in March 2019, this will provide a connection point at the western end of the scheme.

## 3. Financial & Economic Case - Value for Money

|   |  |
|---|--|
| Indicative Scheme Cost                          | £40 - 45m                                  |
| Indicative Benefit to Cost Ratio (if available) | Circa 2 ('Medium to High' value for money) |

*Please outline the assumptions and uncertainties behind these benefit estimations.*

Highways England have carried out economic assessments for different route options which have BCRs between 1.6 and 2.1. These assessments include the A358 from Southfields Roundabout to Thornfalcon junction, this stretch is currently of a good standard and the level of benefit of improving it will be low. Most of the benefits will be found from improving journey times through Henlade, this is the higher cost end of the improvement but the benefits will be disproportionately greater.

The cost assumptions include 44% optimism bias and 20% contingency / risk allowance in lieu of a QRA which has not been carried out at this stage.

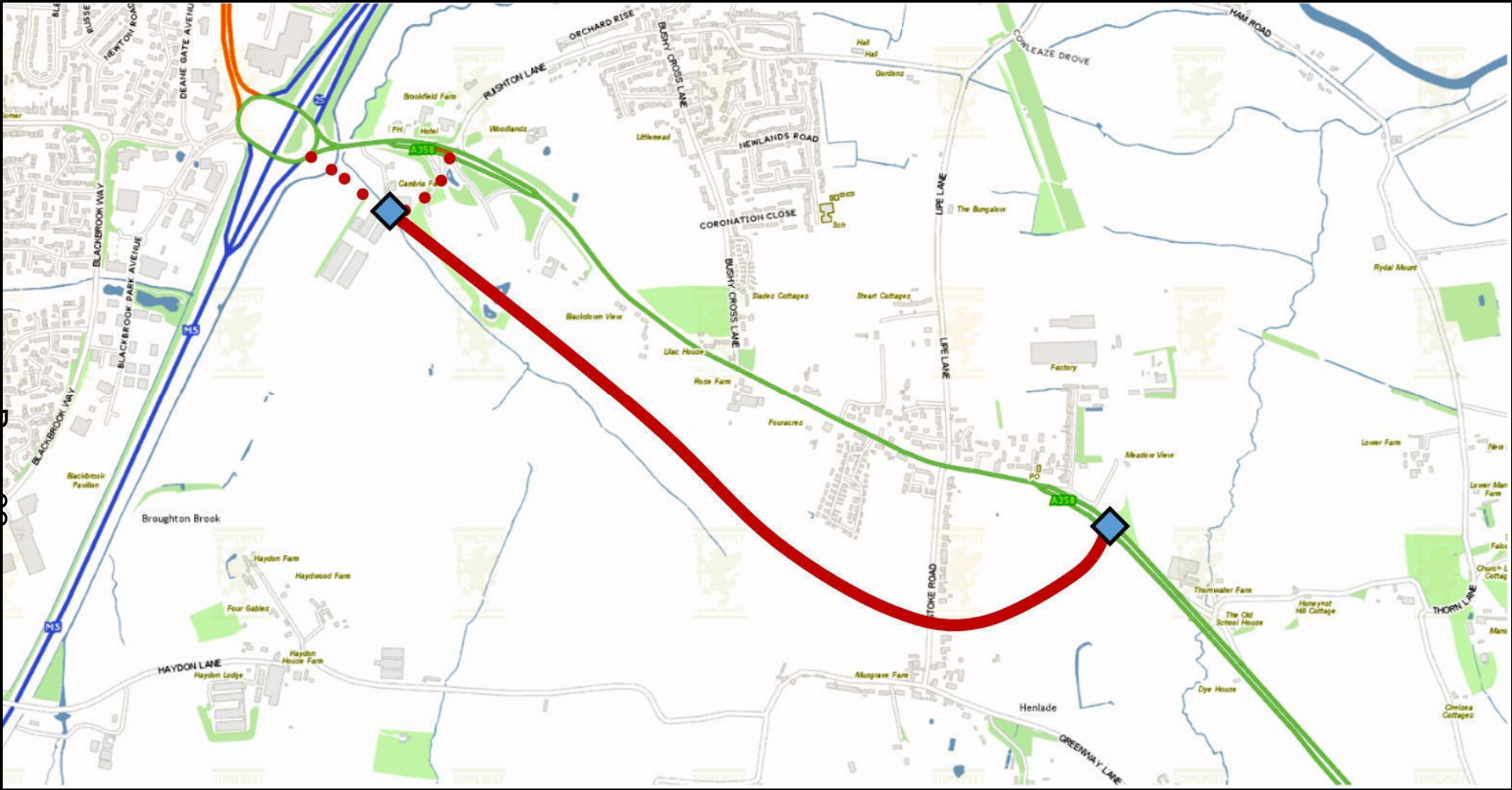
All values have been discounted to 2010.

The SOBC will be based on a traffic model that will enable the impacts of re-routing and traffic growth to be fully understood. It is anticipated that an improvement in this location may cause re-routing from the A361 Taunton Road.


#### **4. Timescales**


|   |      |
|---|------|
| Submission of Strategic Outline Business Case (SOBC)  | 2020 |
| Submission of Outline Business Case (OBC) <i>(for subsequent milestones assume 3 months from OBC to programme entry decision)</i> | 2021 |
| Full Business Case submitted to DfT   | 2023 |
| Start of Construction<br><i>(assume 3 months from FBC to funding commitment)</i>  | 2023 |
| Scheme open to public   | 2025 |


Appendix A



Key

Proposed bypass

New link to be created as part of the M5 J25 works

Broad location of connection points of a bypass

|                            |                                    |
|----------------------------|------------------------------------|
| <b>Scheme Name</b>         | A361 Glastonbury Bypass and Pilton |
| <b>Promoting Authority</b> | Somerset County Council            |
| <b>MRN / LLM?</b>          | MRN                                |

## 1. Introduction

### 1.1 Problem Description

*Please describe the problems the scheme is designed to solve. (150 words max)*

The A361 passes through the centre of Glastonbury around the historic Abbey, past the Rural Life Museum and the foot of Glastonbury Tor. The road is heavily used by pedestrians accessing Chalice Well and the Tor as these attractions have very limited parking.

The road forms part of the strategic freight route from across the area and carries an increasing proportion of HGVs (6.2% in 2012 to 7.8% in 2018).

The road passes through a residential area causing noise, pollution and severance issues for the residents. The A361 at Chilkwell Street the road is too narrow for HGVs travelling in opposite directions to pass; this pinch point causes congestion and incidents affect journey reliability.

East of Glastonbury on the A361 lies Pilton, renowned for being the home of the Glastonbury Festival, this small village is another pinch point that suffers from the severance, noise and pollution problems caused by the HGVs.

*1.2 Please describe your scheme? Needs a picture/diagram showing where it is and outline of what it is (200 words)*

A diagram has been included in Appendix A.

The scheme is to construct a new road, one lane in each direction plus foot / cycle way, to bypass the pinch point. The exact alignment will be determined through the development of design work and in consultation with local communities and stakeholders. Two options have emerged from the Options Assessment Report, a short option which could remove traffic from Coursing Batch / Chilkwell St / Bere Ln and a long option could also remove traffic from Fisher's Hill, Street Road and A39 between Wirrall Park Rbt and Street Rbt.

In Pilton the scheme options are have not yet been established but a key consideration will be the Glastonbury Festival site which is to the south of the village.

The scheme will improve the strategic route across the county making it fit for purpose in this area.

### 1.3 Objectives

*Please describe how the scheme will solve this problem and support MRN objectives (250 words max)*

**Reduce congestion** – the scheme will improve journey times and reliability enabling easier, faster and safer journeys by providing a new infrastructure that is designed to carry the type and volume of traffic that is forecast.

**Support economic growth and rebalancing** – the Mendip Local Plan sets out a clear aspiration for growth that will be supported by the improvement of the routes. There is provision for up to 1,050 new jobs in Street, 1,200 in Glastonbury and 1,300 in Shepton Mallet. The improvement will provide the opportunity for growth beyond the current local plan period.

**Support housing delivery** – there are 1300 homes planned in Street, 1,000 in Glastonbury and 1,300 in Shepton Mallet which will be support through the delivery of this scheme. Growth in the Bridgwater area associated with Hinkley Point C construction is forecast to increase the number of commuter trips from Mendip.

**Support all road users** – The removal of traffic from Chilkwell St and Bere Ln will benefit pedestrians and enhance the visitor experience to the local attractions. Improvements in Pilton will increase access to village amenities.

**Support the Strategic Road Network** – The journey quality for long distance trips will be significantly improved once users transition to the local road network.

## 2. Development of scheme so far

*Narrative of scheme development to date.*

In Glastonbury a range of options have been considered and an Options Assessment Report has been produced for Glastonbury which identified the need for a road based scheme, in particular a bypass. The report suggested that two potential bypass options exist, a short and a long option.

The Local Plan for Mendip sets out a clear need for the improvement schemes.

## 3. Financial & Economic Case - Value for Money

|   |                                   |
|---|-----------------------------------|
| Indicative Scheme Cost                          | £40m - £70m                       |
| Indicative Benefit to Cost Ratio (if available) | >10 ('Very High' value for money) |

*Please outline the assumptions and uncertainties behind these benefit estimations.*

A high-level benefits analysis has taken place for the two Glastonbury options. The existing journey times and average vehicle speeds have been extracted from Trafficmaster data. The length of the new link has been determined from the design feasibility work. Whilst the link will have a design speed of 100kph it is assumed that light vehicles will travel at 55kph and heavy vehicles at 50kph on the short option and 70kph /



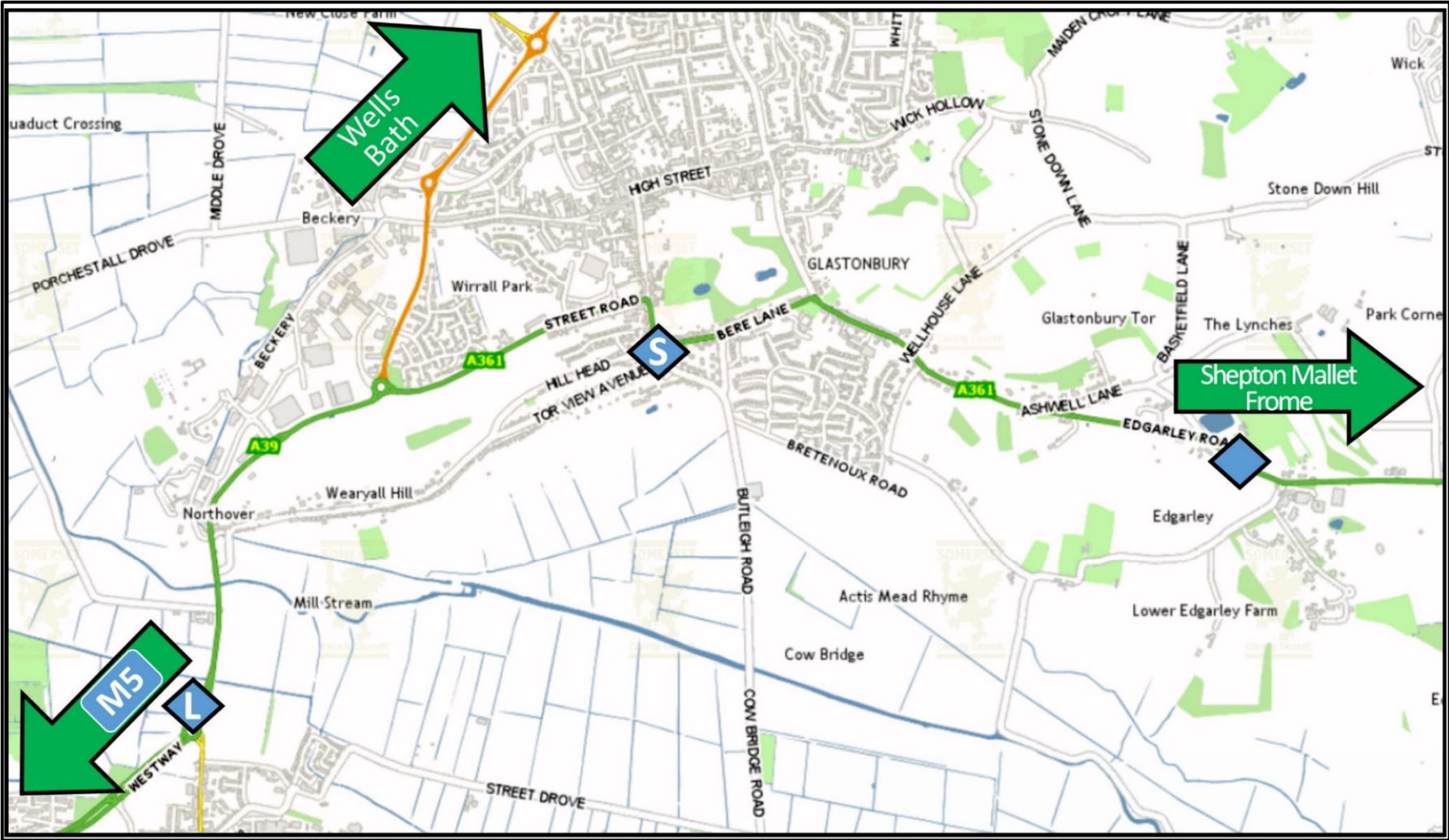
65kph respectively on the longer option; these values have been used to calculate the approximate journey time along the new link. No change in traffic volume has been included. The value of time saved has been based on Webtag databook values and proportions for work / commuting / other trip types.

The cost assumptions include 44% optimism bias and 20% contingency / risk allowance in lieu of a QRA which has not been carried out at this stage.


All values have been discounted to 2010.

The SOBC will be based on a traffic model that will enable the impacts of re-routing and traffic growth to be fully understood. It is anticipated that an improvement in this location may cause re-routing from the A361 Taunton Road.

| <b>4. Timescales</b>  |      |
|---|------|
| Submission of Strategic Outline Business Case (SOBC)  | 2021 |
| Submission of Outline Business Case (OBC) <i>(for subsequent milestones assume 3 months from OBC to programme entry decision)</i> | 2022 |
| Full Business Case submitted to DfT   | 2023 |
| Start of Construction<br><i>(assume 3 months from FBC to funding commitment)</i>  | 2023 |
| Scheme open to public   | 2025 |



**Key**

 Broad location of connection points of a bypass options (S – Short, L – Long)

|                            |                            |
|----------------------------|----------------------------|
| <b>Scheme Name</b>         | A379 Corridor Improvements |
| <b>Promoting Authority</b> | Devon County Council       |
| <b>MRN / LLM?</b>          | MRN                        |

## 1. Introduction

### 1.1 Problem Description

*Please describe the problems the scheme is designed to solve. (150 words max)*

The A379 is a key arterial corridor in Exeter, providing resilience to the Strategic Road Network through its function as a diversionary route for the M5. It carries 33,000 two-way daily vehicles and links two of Exeter's major strategic housing and employment allocations: 2,500 dwellings and 5 hectares of employment at South West Exeter and 3,500 dwellings and 8 hectares of employment at Newcourt.

The A379 has several structures crossing the River Exe. These structures are approaching the end of their serviceable life and require renewal within 10 years. Without access to significant external funding, these structural renewals will not be possible under current funding sources. Failure of the structures will cause significant disruption to the large volumes of daily users of this route, impacting the overall accessibility of Exeter.

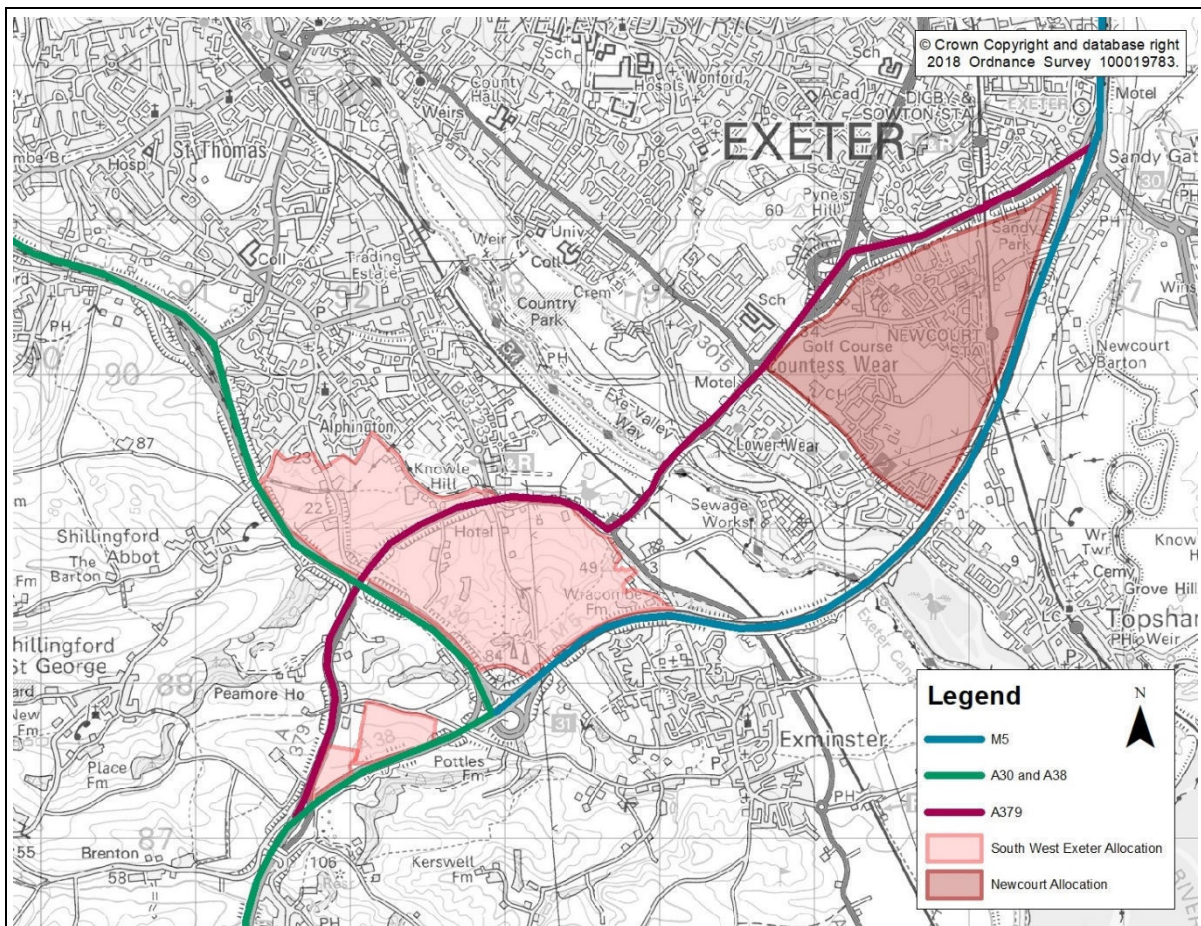
Despite the importance of the A379 corridor to the Strategic Road Network, it is not currently able to accommodate abnormal loads should the M5 close.

### 1.2 Scheme Description

*Please describe your scheme, including a picture/diagram showing where it is and outline of what it is (200 words)*

The scheme would include the replacement of ageing structures on the A379, namely the bascule and swing bridges and the upgrade of the existing route to enable usage by abnormal loads.

Between 2020 and 2024, Devon County Council will be using Housing Infrastructure Funds (HIF) to deliver new development access junctions, carriageway widening and a new pedestrian/cycle bridge on the A379 to unlock 2,500 homes at South West Exeter. By securing MRN funding it would enable works to be undertaken in parallel with the HIF works, minimising the overall traffic disruption on this corridor in future years. The provision of temporary bridges could also be explored to keep traffic flowing whilst replacements works take place.



### 1.3 Objectives

*Please describe how the scheme will solve this problem and support MRN objectives (250 words max)*

The replacement of structures reaching the end of their serviceable life will prevent the likelihood of their failing and the resultant significant disruption on the A379 and potentially M5. The scheme therefore will contribute towards the future **reduction of congestion**, under the assumption that there is a high risk of structural failure and closure of the route.

Additional resilience will also be provided to the M5, as the diversionary route will be able to accommodate abnormal loads in the instance that the motorway is closed, which occurs on a regular occurrence. As such, this scheme will **support the SRN** by providing it with improved resilience.

The scheme will **support housing deliver and support economic growth**. The A379 is a key growth corridor, with strategic allocations totalling 6,000 dwellings and 13 hectares of employment. The HIF funding secured recently will help unlock this development. Ensuring the rest of the corridor is future-proofed, as demand along the corridor is expected to increase, will be an important element to improving the access to the development.



## 2. Development of scheme so far

*Narrative of scheme development to date.*

The scheme is in an early stage of inception. Optioneering and scheme design need to be progressed.

## 3. Financial & Economic Case - Value for Money

|  |      |
|--|------|
| Indicative Scheme Cost   | £25m |
| Indicative Benefit to Cost Ratio (if available)  | n/a  |
| <i>Please outline the assumptions and uncertainties behind these estimations.</i>                |      |
| Design work and optioneering must be undertaken to further refine this indicative cost estimate. |      |

## 4. Timescales

|   |             |
|---|-------------|
| Submission of Strategic Outline Business Case (SOBC)  | Summer 2019 |
| Submission of Outline Business Case (OBC) <i>(for subsequent milestones assume 3 months from OBC to programme entry decision)</i> | 2019/2020   |
| Full Business Case submitted to DfT   | 2021/2022   |
| Start of Construction<br><i>(assume 3 months from FBC to funding commitment)</i>  | 2022/2023   |
| Scheme open to public   | 2024/2025   |

|                            |                      |
|----------------------------|----------------------|
| <b>Scheme Name</b>         | A382 Improvements    |
| <b>Promoting Authority</b> | Devon County Council |
| <b>MRN / LLM?</b>          | MRN                  |

## 1. Introduction

### 1.1 Problem Description

*Please describe the problems the scheme is designed to solve. (150 words max)*

The A382 is a key link providing access to Newton Abbot from the A38 on the Strategic Road Network (SRN), Heathfield Industrial Estate and local market towns. The scheme will support 6,000 dwellings in Newton Abbot, Kingsteignton and Kingskerswell, known as the 'Heart of Teignbridge' in the adopted Teignbridge Local Plan, including 2,500 houses and associated employment on the A382 corridor. The A382 is of a low standard with poor alignment, no verges and carriageway widths as narrow as 6 metres in places.

The poor standard of road means the A382 experiences a high number of collisions.

The A382 currently has no footway or cycle facilities.

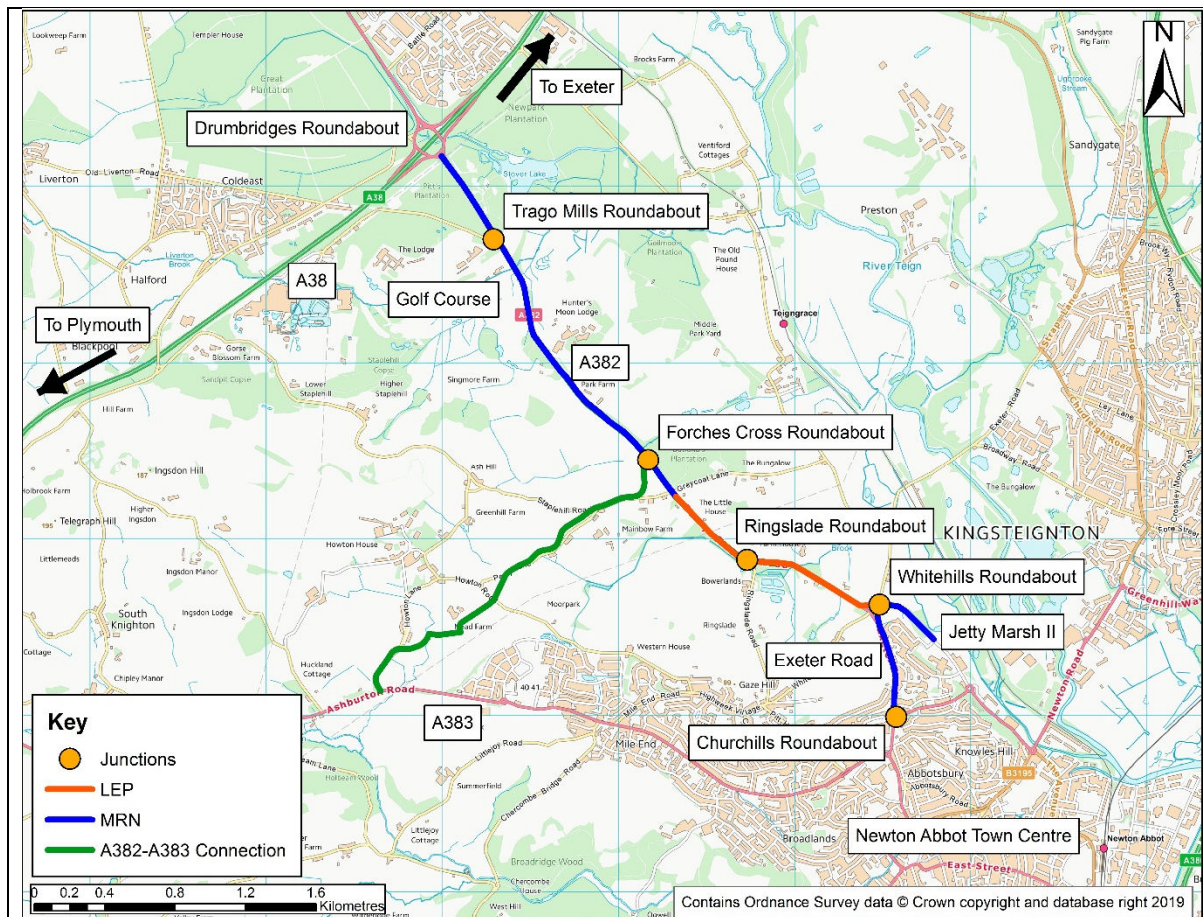
High traffic flows and the poor alignment of the road results in the route being close to capacity and meaning it delivers a poor level of service. A new modern alignment would make it fit for purpose and a catalyst to the future development aspirations of Newton Abbot.

### 1.2 Scheme Description

*Please describe your scheme, including a picture/diagram showing where it is and outline of what it is (200 words)*

The A382 scheme includes:

- realignment and widening of the A382 to 10 metres between Forches Cross and Trago Mills roundabout;
- widening to 2-lane dual carriageway between Trago Mills roundabout and Drumbridges roundabout;
- improvements to Whitehill Cross upgrading the priority junction to a roundabout;
- improvements to Forches Cross upgrading the priority junction to include a roundabout located further north and 3 arm priority junction;
- improvements to Trago Mills roundabout;
- construction of Jetty Marsh II connection between Whitehill Cross and West Golds Way;
- a new shared pedestrian and cycle path along the A382 from Drumbridges to Forches Cross and from Whitehill Cross along the Jetty Marsh II connection (to tie in with LEP scheme).
- upgrading of existing footway on Exeter Road to 3.5 metre shared pedestrian and cycle path;
- widening of Exeter Road pinch point to 6 metres between Whitehill Cross and Churchills roundabout;
- Golf Course mitigation works



In addition, the section of the A382 between Forches Cross and Whitehill Cross will be widened to 10 metres and Ringslade Road priority junction will be upgraded to a roundabout. This section of the A382 Improvements has secured LEP funding, and although not part of this MRN proposal, will support the overall aim to provide a continuous high-quality route between the A38 and Newton Abbot.

A separate Business Case has been submitted to the LEP for the A382-A383 Connection, as part of the Houghton Barton Package, which will unlock housing and employment development at Houghton Barton and relieve congestion on the surrounding road network.

### 1.3 Objectives

*Please describe how the scheme will solve this problem and support MRN objectives (250 words max)*

Increased width and a new alignment will provide additional capacity and improve journey times, resilience and reliability on the A382.

The improvements support the strategy in the Teignbridge Local Plan to boost economic growth which states that “the widening of the A382 between Newton Abbot and Drumbridges is considered necessary to improve the capacity of the existing lanes to ensure that the road can accommodate the future growth”.

The improved road standard and alignment of the A382 will improve safety.

Reduced congestion and improved journey times will improve the reliability of bus services using the A382, benefitting public transport users. The new shared used path will benefit



pedestrians and cyclists, enabling sustainable travel from new residential areas to Newton Abbot town centre and improving safety for non-motorised users.

The junction upgrades at Forches Cross and Whitehill Cross will support the delivery of 2,500 dwellings and 9.8ha of employment on the A382 Corridor as part of Newton Abbot's western urban extension.

In economic terms the scheme will contribute to facilitating development and travel along the A382, which will have a beneficial impact upon the local economy by enabling employment and housing development in the area to proceed with mitigated impact.

The A382 links the SRN (A38) to Newton Abbot. The scheme together with the recent improvement to the Drumbridges Roundabout supports the SRN by improving journey times for trips using the A38 heading towards Newton Abbot. This will improve access to key locations such as Exeter.

## **2. Development of scheme so far**

*Narrative of scheme development to date.*

A Business Case was approved in December 2015 by the LEP to secure funding for Phase 1 of the A382 scheme between Forches Cross and Whitehill Cross.

The Golf Course mitigation works were granted planning permission in September 2016.

The A382 Corridor Scheme was granted planning permission in June 2017.

Compulsory Purchase Orders (CPO) were issued for Phase 1 in June 2018. Land negotiations are progressing on the rest of the scheme. CPO could commence when funding is available.

A planning application is due to be submitted in 2019 for the Jetty Marsh II connection.

Cabinet has approved the improvements to Exeter Road.

The design is well advanced, and subject to funding and land, is ready for tender and construction.

## **3. Financial & Economic Case - Value for Money**

|   |        |
|---|--------|
| Indicative Scheme Cost                          | £33.5m |
| Indicative Benefit to Cost Ratio (if available) | 3      |

*Please outline the assumptions and uncertainties behind these estimations.*

The base year Houghton Barton Package traffic model, base year 2016, has been developed using SATURN (version 11.4.07H) and has been used to assess the impact of the A382 MRN scheme.

The forecast travel demand for 2023 (opening year) and 2038 (design year, 15 years after) was determined using housing and employment development data provided by Teignbridge District Council in combination with TEMPRO-based growth (v7.2). Growth has been constrained to TEMPro.

The Do Minimum model includes the Phase 1 A382 improvements between Whitehill Cross and Forches Cross.

The Do Something models include the full set of A382 Improvements including widening junction upgrades.

The SATURN models were used to calculate travel economic efficiency benefits and vehicle operating costs using TUBA (v1.9.11) for a 60-year appraisal period. A newer version of TUBA has recently been released which will be used for the Outline Business Case submission.

In addition, a COBALT assessment has been undertaken to calculate the accident savings as a result of the scheme.

The process has been subject to scrutiny and is deemed to be fit for purpose.

#### **4. Timescales**

|   |                         |
|---|-------------------------|
| Submission of Strategic Outline Business Case (SOBC)  | N/A                     |
| Submission of Outline Business Case (OBC) <i>(for subsequent milestones assume 3 months from OBC to programme entry decision)</i> | July 2019               |
| Full Business Case submitted to DfT   | December 2020           |
| Start of Construction<br><i>(assume 3 months from FBC to funding commitment)</i>  | 2020 (mitigation works) |
| Scheme open to public   | 2024                    |

|                            |  |
|----------------------------|--|
| <b>Scheme Name</b>         | A38 Manadon Interchange Improvement Scheme |
| <b>Promoting Authority</b> | Plymouth City Council                      |
| <b>MRN / LLM?</b>          | LLM  |

## 1. Introduction

### 1.1 Problem Description

*Please describe the problems the scheme is designed to solve. (150 words max)*

Manadon Interchange is a three level grade separated junction with a large signalised roundabout. The largest junction on the A38, it provides the main link between northern and central Plymouth. It already experiences congestion in the peak periods with traffic queuing back onto the A38, increasing road safety risk and causing traffic flow breakdown resulting in unreliable journeys along the SRN. The scale of the interventions required to resolve these issues and build capacity for planned growth means that funding opportunities to date have been limited.

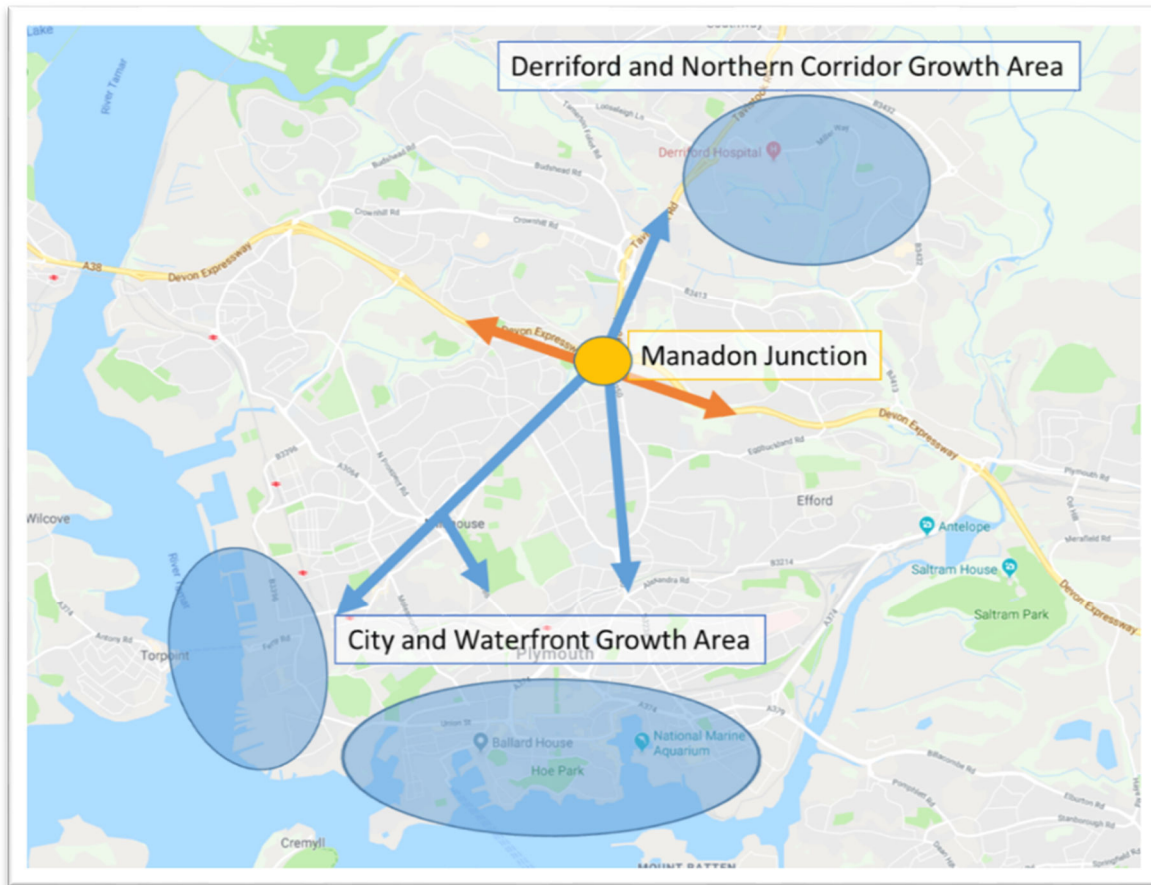
The Manadon Interchange improvements form a key piece of infrastructure identified to support the ambitious growth of the city and are an integral part of the package of interventions including, the DfT supported Forder Valley Link Road, the LEP supported Derriford Transport Scheme and Derriford Hospital Bus interchange Scheme. All of these interventions are designed to address existing issues and plan for future growth.

### 1.2 Scheme Description

*Please describe your scheme, including a picture/diagram showing where it is and outline of what it is*

Manadon is the point where the A38 SRN meets the busy A386 Tavistock Road, providing the main access route to regional employment and medical centres including Plymouth Science Park, Plymouth International Medical and Technology Park, Derriford Hospital and Marjons University. Due to its location in the geographical heart of the city, the junction is a major constraint upon future growth across the city. During consultation for the Plymouth and South West Devon Joint Local Plan (JLP), Highways England advised of the urgent need for improvements at Manadon. Failure to deliver these could prevent further development in the Derriford and Northern Corridor Growth Area ((over 4000 new homes planned) and also the City Centre and Waterfront Growth Area (with a projected increase of 82,445m<sup>2</sup> of employment space) - see Figure 1 below.

**Figure 1: A38 Manadon Interchange – Geographical Context**



The scheme will incorporate changes to the existing junction layout alongside localised widening to increase capacity at this major junction, in order to improve journey times and reliability, reduce congestion and improve safety. To complement the capacity improvements, highway asset reconstruction will also be delivered as appropriate, co-ordinated with other works to minimise construction delays.

The improvements that have been specifically identified to address the current problems, as well as accommodate forecast growth, include:

1. Additional eastbound off-slip lane from the A38.
2. Additional northbound lane on the A386 from Manadon to Boniface Lane.
3. Two lanes northbound on the A386 flyover and northbound exit from Manadon.
4. Additional lane on A386 southbound slip to Manadon.
5. A38 westbound off-slip at Manadon widened to three lanes.
6. A38 (section of) widened to three lanes between Manadon and Forder Valley eastbound and westbound.
7. Widened and signalised southbound exit slip onto Outland Rd

### 1.3 Objectives

*Please describe how the scheme will solve this problem and support MRN objectives (250 words max)*

The scheme will aim to reduce congestion and improve flows, having a positive effect on the SRN and LRN combined.

**Scheme Objectives:**

- **Reduce Congestion**
  - Reduce queuing on slip roads approaching Manadon.
  - Improve traffic flow at neighbouring junctions to better manage the network at Manadon and the SRN.
  - Increase the overall junction capacity to accommodate planned growth.
  - Improve journey times and the reliability for all modes including buses.
- **Support Economic Growth and Rebalancing**
  - Will help to deliver employment in the technology and science parks in the north of the city as part of the Derriford and Northern Corridor Growth Area, with a projected increase of 100,180m<sup>2</sup> of employment space created by 2034.
  - Will help to deliver high quality employment in the City Centre and Waterfront Growth Area with a projected increase of 82,445m<sup>2</sup> of employment space created by 2034.
  - Will improve connectivity between the growth areas and the SRN.
- **Support Housing Delivery**
  - Will help to deliver 4,171 homes in the Derriford and Northern Corridor Growth Area by 2034.
  - Will help to deliver 3,802 homes in the City and Waterfront Growth Area by 2034.
- **Support all Road Users**
  - Will provide a more direct, safer and more user friendly route for pedestrians
  - Will link in to existing cycle routes
- **Support the Strategic Road Network**
  - Will facilitate egress from the A38 SRN thereby improving its resilience for through traffic and improving safety.

## 2. Development of scheme so far

*Narrative of scheme development to date.*

The Plymouth and South West Devon Joint Local Plan (JLP) makes provision for a minimum of 26,700 new homes and the creation of at least 20,000 new jobs in its timeframe to 2034. This level of housing growth within the Housing Market Area (HMA) for Plymouth would allow the city to meet all its housing needs as identified in the Objectively Assessed Needs (OAN). The strategic transport infrastructure improvements critical to achieving this growth and supporting the SRN are identified in Policy SPT8 of the JLP and specifically state the need for improvements at Manadon Junction.

Policy **PLY57 Strategic infrastructure measures for the Eastern Corridor Growth Area** of the JLP identifies key strategic infrastructure measures that will be provided during the plan period in order to support the delivery of growth for the Eastern Corridor Growth Area. This policy specifically includes improvements at Manadon as critical for growth.

The A38 through Plymouth carries very large volumes of traffic throughout the day; AADT flows on the section between Forder Valley Interchange and Manadon exceed 70,000

vehicles per day (2-way). The *South West Peninsula Route Strategy Evidence Report (Highways England, April 2014)* identifies this link as:

- The 4th busiest section of the Strategic Road Network in the South West Peninsula and the least reliable section in terms of journey times;
- A location that has the potential to restrict economic growth due to restricted capacity.

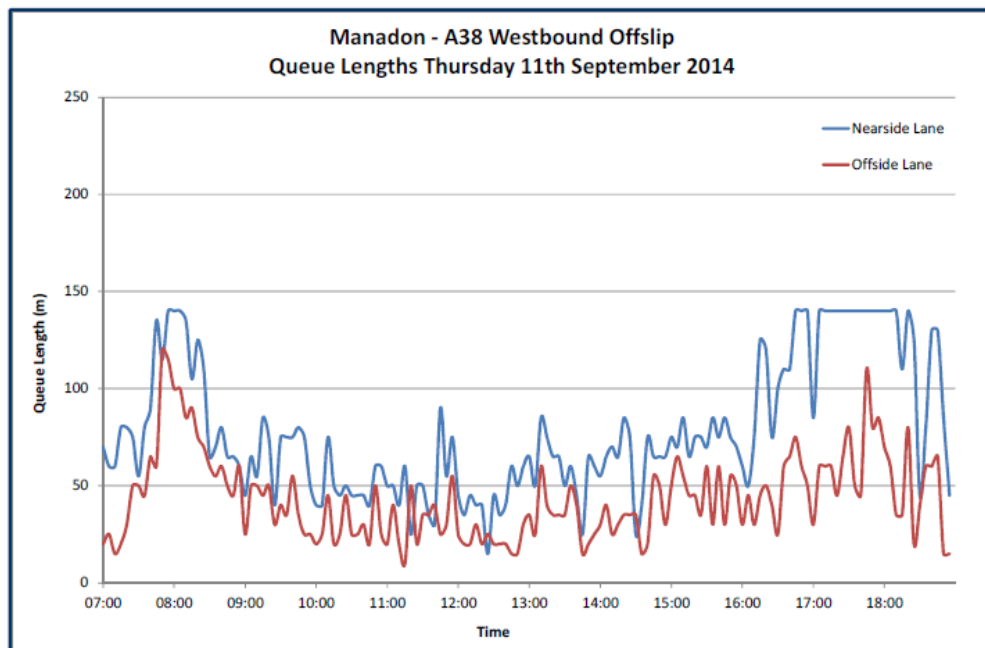
There is therefore clear evidence of the current poor performance of this section of the A38 which, without intervention, would be exacerbated with further traffic growth.

The A386 between Manadon Roundabout and Derriford Roundabout also experiences very high traffic flows, congestion and delays during peak traffic periods and also accommodates large traffic flows in the inter-peak periods. Current traffic flows on the A386 exceed 60,000 vehicles per day (AADT).

Manadon Roundabout itself carries a total volume of around 5,000 vehicles in the AM and PM peak hours (excluding mainline A38 traffic). This level of traffic is sustained across a three hour peak in the morning and evening (7am to 10am and 4pm to 7pm). The peak hourly volumes occur during the hours 8-9am and 5-6pm. The A386 southbound approach and A38 westbound off-slip typically carry by far the highest volume during the peak hours, at around 1,300-1,500 vehicles each.

The high traffic flows on the A386 Tavistock Road affect the operation of Manadon Roundabout, as traffic frequently blocks back from the northbound merge on the A386 to the north of Manadon Roundabout back through the junction itself. This results in reduced operation of the junction, as traffic cannot exit the roundabout onto the A386. As a result, severe queues occur on the A38 off-slips in both an eastbound and westbound direction, which regularly block back onto the A38 mainline. The queue lengths at Manadon are illustrated in Figure 2 below:

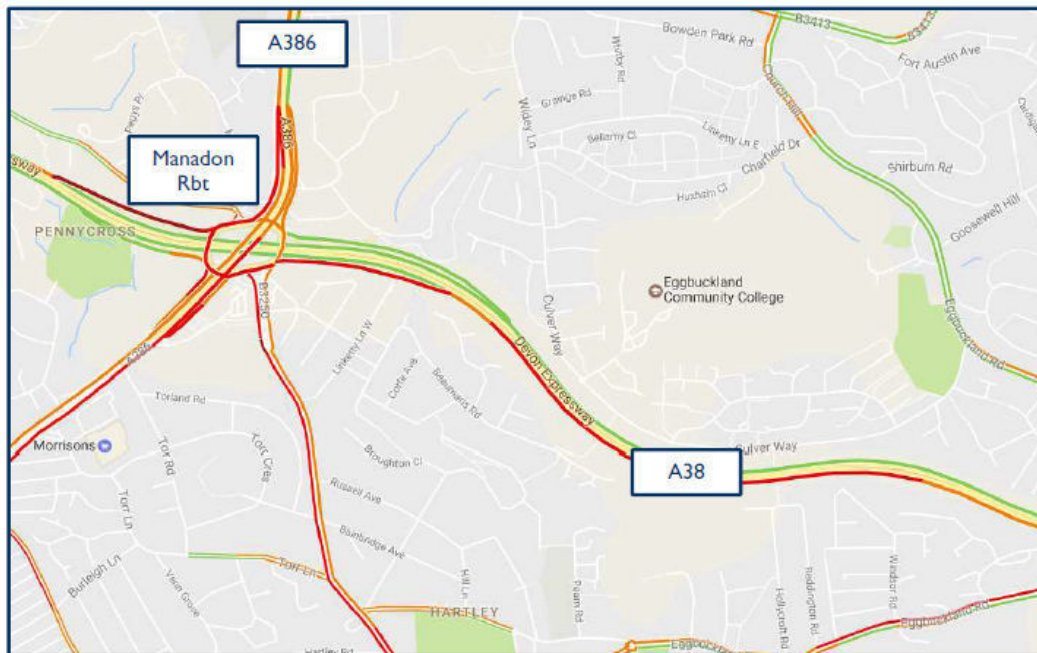
**Figure 2: Queue lengths at Manadon A38 Westbound offslip**



Further evidence of the current poor performance of the A38 through Plymouth and Manadon Roundabout is illustrated in Figures 3 and 4 below. These plots show traffic conditions on a typical Tuesday at 8:45am. The plots show severe queuing on the A38 off-

slips at Manadon Roundabout, with westbound queues extending onto the A38 mainline resulting in low speeds and congestion back beyond Forder Valley Interchange.

**Figure 3: Existing congestion on the A386 / A38 at Manadon Interchange**



Currently, design work the Manadon Improvements Scheme is at the early feasibility design stage. If the project is selected for submission of a Strategic Outline Business Case, scheme development can be accelerated, with more detailed design work commensurate with the relevant stage.

### 3. Financial & Economic Case - Value for Money

|  |                             |
|--|-----------------------------|
| <b>Indicative Scheme Cost</b>                          | £107m                       |
| <b>Indicative Benefit to Cost Ratio (if available)</b> | 'Very High' value for money |

*Please outline the assumptions and uncertainties behind these estimations.*

The indicative scheme cost is based on:

- Outturn costs of other recent large scale schemes for the junction remodelling / widening works such as Derriford Transport Scheme.
- The indicative scheme cost includes 44% Optimism Bias as per DfT Transport Analysis Guidance Unit A1.2 Scheme Costs to reflect the early stage of development of the scheme.

A Benefit to Cost Ratio (BCR) has not been calculated at this stage in the development of the scheme. Based on the economic appraisal of other large capacity enhancement schemes within Plymouth, for which journey time savings during the appraisal period are significant (including Derriford Transport Scheme and Charles Cross Transport Improvement Scheme) the BCR is expected to be in the Very High category.



| <b>4. Timescales</b>  |             |
|---|-------------|
| Submission of Strategic Outline Business Case (SOBC)  | Summer 2019 |
| Submission of Outline Business Case (OBC) ( <i>for subsequent milestones assume 3 months from OBC to programme entry decision</i> ) | Summer 2021 |
| Full Business Case submitted to DfT   | Winter 2023 |
| Start of Construction<br>( <i>assume 3 months from FBC to funding commitment</i> )  | Winter 2024 |
| Scheme open to public   | Winter 2026 |

|                            |                         |
|----------------------------|-------------------------|
| <b>Scheme Name</b>         | Walton Ashcott Bypass   |
| <b>Promoting Authority</b> | Somerset County Council |
| <b>MRN / LLM?</b>          | LLM                     |

## 1. Introduction

### 1.1 Problem Description

*Please describe the problems the scheme is designed to solve. (150 words max)*

The villages of Walton and Ashcott lie on the A39 that connects Mendip district to the M5 and is the strategic freight route across the area.

Vehicle speeds along the route are limited due to the number of pinch points resulting from its narrow winding nature. The route carries 13309 (AADT) vehicles with a considerable proportion of HGVS (7.3%).

The villages suffer from considerable noise, severance and pollution associated with HGV traffic. The Ashcott Neighbourhood Plan highlights the difficulties faced by pedestrians and the road safety concerns. A relatively high number of collisions have taken place along the route in the last 5 years.

The junction of the A361 to Taunton lies between the two villages; exiting the junction from the Taunton direction is challenging due to visibility and A39 traffic speed. The junction is a collision cluster site with journey reliability is affected by the collisions.

### 1.2 Please describe your scheme? Needs a picture/diagram showing where it is and outline of what it is (200 words)

A diagram has been included in Appendix A.

The scheme is to construct a new road, one lane in each direction plus foot / cycle way, to bypass the villages of Walton and Ashcott. It will be approximately 6.5km long and connect from a point to the east of Ashcott to a point west of Walton, potentially on the edge of the Street urban area. The exact alignment will be determined through the development of design work and in consultation with local communities and stakeholders.

The scheme will be design to a design speed of 100kph and the number of junctions and crossings will be minimised to improve the journey time and reliability.

The scheme will remove approximately 95% of the traffic from the villages.

The scheme will be designed in a way that is sensitive to Shapwick Heath National Nature Reserve to the North of the villages.

The scheme will improve the strategic route across the county making it fit for purpose in this area.

### 1.3 Objectives

*Please describe how the scheme will solve this problem and support MRN objectives (250 words max)*

The scheme will remove most of the traffic from the affected communities and provide a faster, more reliable route across Somerset.

**Reduce congestion** – the scheme will enable easier, faster and safer journeys by providing a new road that is fit for purpose by removing pinch points.

**Support economic growth and rebalancing** – the Mendip Local Plan sets out a clear aspiration for growth that will be supported by the improvement of this road link. There is provision for up to 1,050 new jobs in Street, 1,200 in Glastonbury and 1,300 in Shepton Mallet. The improvement will provide the opportunity for growth beyond the current local plan period.

**Support housing delivery** – there are 1300 homes planned in Street, 1,000 in Glastonbury and 1,300 in Shepton Mallet which will be support through the delivery of this scheme. Growth in the Bridgwater area associated with Hinkley Point C construction is forecast to increase the number of commuter trips from Mendip.

**Support all road users** – the scheme will provide a foot / cycleway which will connect into local routes providing improved access to Street and Glastonbury from the surrounding areas. It will also reduce severance in Ashcott and Walton allowing improved access to local services.

**Support the Strategic Road Network** – the scheme is approximately 7 miles from M5 junction 23 and will improve end to end journey times and reliability for users. The journey quality for long distance trips will be significantly improved once users transition to the local road network.

## 2. Development of scheme so far

*Narrative of scheme development to date.*

A range of options have been considered and an Options Assessment Report has been produced which identified the need for a road based scheme, in particular a bypass.. The Local Plan for Mendip and the emerging Local Plan for Sedgemoor have both safeguarded land for construction of the route.

Work has been carried out on the design feasibility of the scheme which includes an understanding of the environmental constraints and geotechnical / drainage / utilities considerations. A high-level risk assessment and cost estimate have been produced.

## 3. Financial & Economic Case - Value for Money

|   |                                   |
|---|-----------------------------------|
| Indicative Scheme Cost                          | £90m                              |
| Indicative Benefit to Cost Ratio (if available) | >10 ('Very High' value for money) |

*Please outline the assumptions and uncertainties behind these benefit estimations.*

A high-level benefits analysis has taken place. The existing journey times and average vehicle speeds have been extracted from Trafficmaster data. The length of the new link

has been determined from the design feasibility work. Whilst the link will have a design speed of 100kph it is assumed that light vehicles will travel at 70kph and heavy vehicles at 65kph, these values have been used to calculate the approximate journey time along the new link. No change in traffic volume has been included. The value of time saved has been based on Webtag databook values and proportions for work / commuting / other trip types.

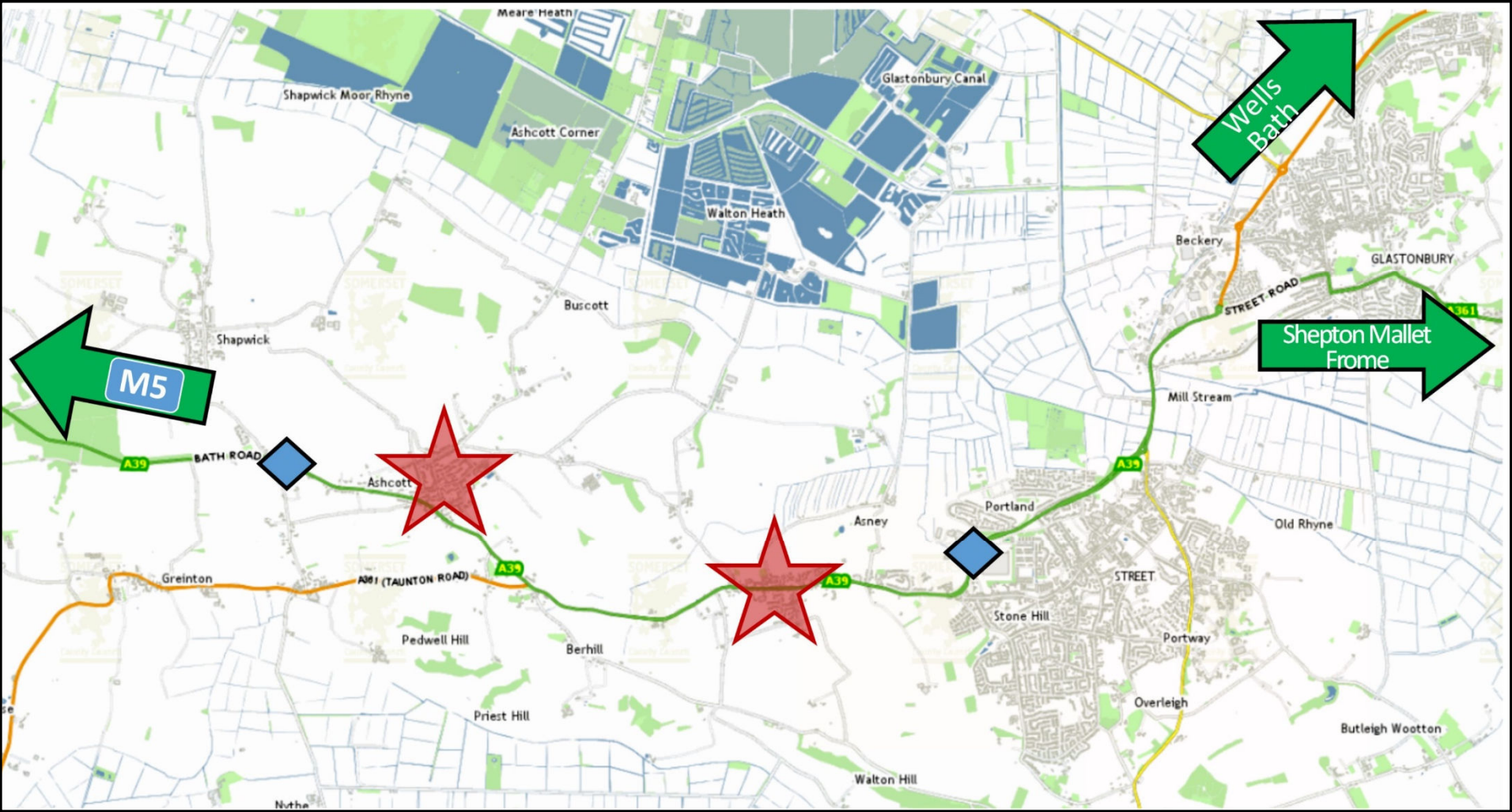
The cost assumptions include 44% optimism bias and 20% contingency / risk allowance in lieu of a QRA which has not been carried out at this stage.

All values have been discounted to 2010.

The SOBC will be based on a traffic model that will enable the impacts of re-routing and traffic growth to be fully understood. It is anticipated that an improvement in this location may cause re-routing from the A361 Taunton Road.

| <b>4. Timescales</b>  |      |
|---|------|
| Submission of Strategic Outline Business Case (SOBC)  | 2020 |
| Submission of Outline Business Case (OBC) <i>(for subsequent milestones assume 3 months from OBC to programme entry decision)</i> | 2021 |
| Full Business Case submitted to DfT   | 2023 |
| Start of Construction<br><i>(assume 3 months from FBC to funding commitment)</i>  | 2023 |
| Scheme open to public   | 2025 |

Appendix A



**Key**

★ The villages of Ashcott (to the east) and Walton (to the west)

◆ Broad location of connection points of a bypass to the villages

|                            |                             |
|----------------------------|-----------------------------|
| <b>Scheme Name</b>         | M5 Junction 28 Improvements |
| <b>Promoting Authority</b> | Devon County Council        |
| <b>MRN / LLM?</b>          | LLM                         |

## 1. Introduction

### 1.1 Problem Description

*Please describe the problems the scheme is designed to solve. (150 words max)*

M5 Junction 28 is a simple dumbbell junction with a 6-arm roundabout on the western side and a recently signalised junction to the east. The limited capacity causes congestion in the morning peak out of Cullompton. Surveys carried out at the junction show that queuing can extend up to 500m along Station Road in the morning.

Queuing in the evening also occurs as the commuting traffic tries to get back home. The queue occasionally extends back onto the mainline motorway which is a serious safety concern.

Cullompton is a prime location for development, on the M5, close to a mainline railway station and few environmental constraints.

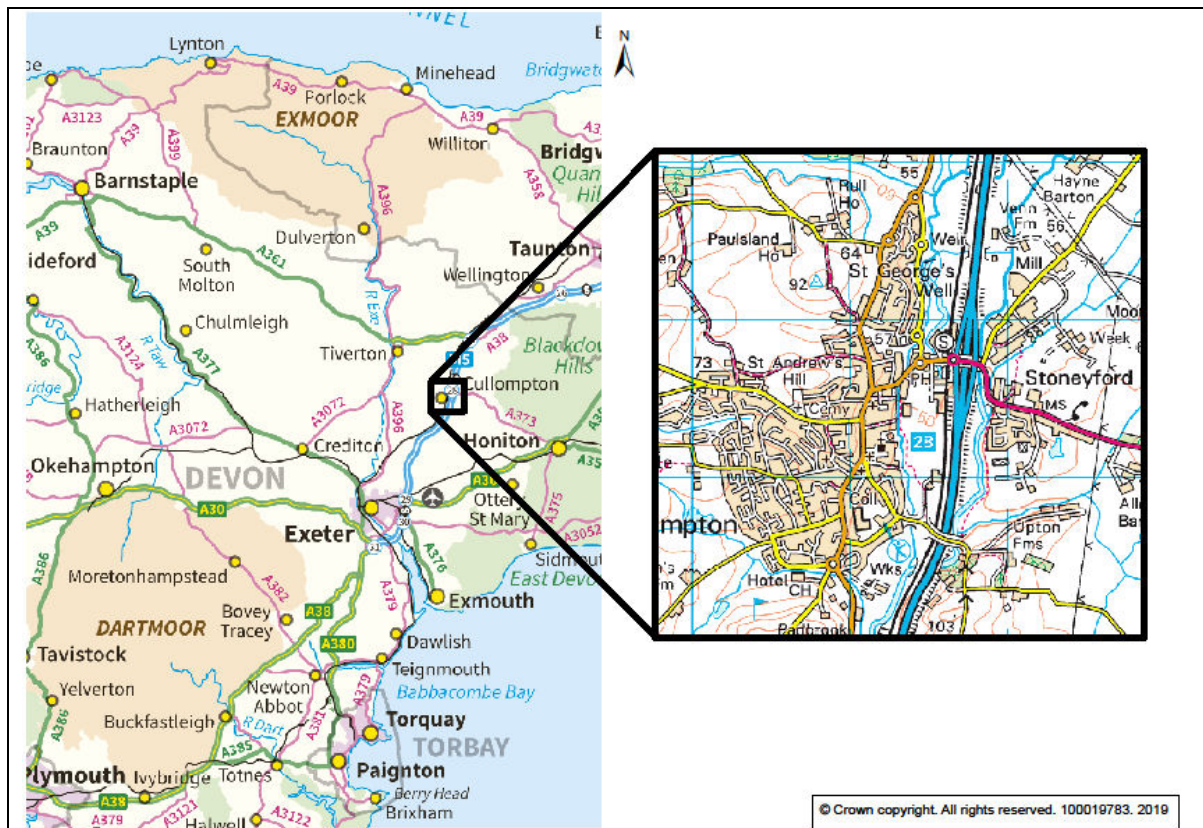
The scheme to improve M5 Junction 28 will provide a significant improvement to the motorway junction and approach roads. This will accommodate the 3,100 dwellings in the Local Plan and the future development of the Culm Garden Village planned to accommodate 5,000 dwellings.

### 1.2 Scheme Description

*Please describe your scheme, including a picture/diagram showing where it is and outline of what it is (200 words)*

A strategic motorway intervention is required in the vicinity of Cullompton to unlock all the development being proposed in the town. Options are currently being investigated as to the nature of the scheme which could be an improvement to the existing junction, a new bridge with south-facing slip roads or a completely new junction which would result in closing the existing Junction 28. The study area is shown in the figure below.





Improving access and egress to the M5 is vital to reduce the current congestion and air quality issues. Improving access over the motorway between the existing settlement to the west and proposed Garden Village to the east of the M5.

### 1.3 Objectives

*Please describe how the scheme will solve this problem and support MRN objectives (250 words max)*

The proposed scheme will help reach the MRN Objectives.

**Reduce congestion** – There is currently congestion at J28 of the M5 and this will be made much worse with the proposed developments within the town and surrounding area.

**Support housing delivery** – Mid Devon are currently in the process of having their Local Plan reviewed by an Inspector. They are proposing 1350 dwellings at NW Cullompton and 1750 dwellings at the new Garden Village to the east of the town up to 2033, with a further 850 proposed beyond. The Garden Village has Government support to deliver 5,000 dwellings in total.

**Support economic growth and rebalancing** – In addition to the houses, the Local Plan proposes 10,000 sqm of employment floorspace at NW Cullompton and 20,000 sqm at the Garden Village. Given the strategic connectivity to the M5, this could be a potential site for national and international businesses to set up, bringing economic growth to the South West.

**Support all road users** – The strategic intervention will provide links across the motorway linking the existing settlement to the west to the new development to the east. This will have to accommodate pedestrians and cyclists as well as vehicles so will improve connectivity for all road users across the M5.



**Support the Strategic Road Network** – there is existing congestion at the motorway junction which has an impact on traffic accessing and egressing the SRN. Queuing on the northbound off-slip can extend back onto the mainline which is a severe safety issue and has impacts on the running of the mainline.

## 2. Development of scheme so far

*Narrative of scheme development to date.*

The need for a strategic intervention has been identified in Mid Devon's Local Plan which is currently being reviewed by an Inspector. Options for the scheme have been investigated but more detailed design and surveys are required to narrow down a preferred option. Devon County Council are working closely with Mid Devon and Highways England to develop the best solution to unlock the proposed development while minimising the impact on the local environment.

Traffic surveys have been carried out and a traffic model is available to enable a Strategic Outline Business Case. Further surveys will be undertaken to enable an Outline Business Case.

Topographic surveys have been carried out and are currently being extended.

A consultation exercise is underway to develop a masterplan for the Culm Garden Village with funding from the Ministry of Homes, Communities and Local Government, <https://culmgardenvillage.co.uk/>

There is a need to further develop a scheme to ensure the M5 Junction 28 is not an impediment to the future growth aspiration of the area.

## 3. Financial & Economic Case - Value for Money

|   |                                |
|---|--------------------------------|
| Indicative Scheme Cost  | £80m - £120m                   |
| Indicative Benefit to Cost Ratio (if available)   | 3 – 4 ('High' value for money) |
| <i>Please outline the assumptions and uncertainties behind these estimations.</i>   |                                |
| Traffic modelling on the scheme has started but needs to be refined during the option selection stage. Once this is complete, a full economic assessment on the scheme will be carried out. |                                |

## 4. Timescales

|  |            |
|--|------------|
| Submission of Strategic Outline Business Case (SOBC) | March 2021 |
|--|------------|

|   |               |
|---|---------------|
| Submission of Outline Business Case (OBC) <i>(for subsequent milestones assume 3 months from OBC to programme entry decision)</i> | March 2022    |
| Full Business Case submitted to DfT   | December 2024 |
| Start of Construction<br><i>(assume 3 months from FBC to funding commitment)</i>  | March 2025    |
| Scheme open to public   | 2027          |



## FINANCE UPDATE End of Year (2018/2019) Report

1<sup>st</sup> March 2019



***Please note that the following recommendation/s is/are subject to consideration and determination by the Board before taking effect.***

### RECOMMENDATION

**It is recommended that:**

- (a) The board note and approve the financial information as set out in this report

#### 1. Background/Introduction

This is the first Finance Update report on Peninsula Transport's end of year financial position and reflects the fact that the Sub-National Transport body has been in the process of establishing itself and therefore spend to date has been limited.

#### 2. Main Text/Proposal

##### Financial Contributions

The Parties' Financial Contributions are set out in Table I below which covers the period from the date of establishment (5th November 2018) through to 31st March 2020 and will be reviewed annually from 2020/21 onwards.

**Table I: Financial contribution from the Constituent Authorities**

| <b>Name of Party</b>    | <b>Type of Authority</b> | <b>Population</b> | <b>% cost share</b> | <b>Budget</b>   |
|-------------------------|--------------------------|-------------------|---------------------|-----------------|
| Cornwall Council        | Unitary                  | 536,000           | 23.9%               | <b>£76,480</b>  |
| Devon County Council    | County                   | 779,000           | 34.7%               | <b>£111,040</b> |
| Plymouth City Council   | Unitary                  | 262,400           | 11.7%               | <b>£37,400</b>  |
| Somerset County Council | County                   | 530,00            | 23.6%               | <b>£75,520</b>  |
| Torbay Council          | Unitary                  | 134,400           | 6.0%                | <b>£19,200</b>  |
| <b>Total</b>            |                          | <b>2,241,800</b>  | <b>100%</b>         | <b>£319,640</b> |

# Agenda Item 6

## Financial Contribution Profile

The profile over two financial years for each contribution is provided in Table 2.

**Table 2: Financial Contribution Profiles for the financial years of 2018/19 and 2019/20.**

| Name of Party           | Lead Area  | Financial Contribution 2018/19 | Financial Contribution 2019/20 | Total Budget    |
|-------------------------|--|--------------------------------|--------------------------------|-----------------|
| Cornwall Council        | Technical Lead                                   | £70,000                        | £6,480                         | <b>£76,480</b>  |
| Devon County Council    | Administrative Lead                              | £57,000                        | £54,040                        | <b>£111,040</b> |
| Plymouth City Council   | Financial Lead / Communication & Engagement Lead | £17,400                        | £20,000                        | <b>£37,400</b>  |
| Somerset County Council | Governance Lead                                  | £30,000                        | £45,520                        | <b>£75,520</b>  |
| Torbay Council          | Technical Support                                | £19,200                        | £0                             | <b>£19,200</b>  |
| <b>Total</b>            |  | <b>£193,600</b>                | <b>£126,040</b>                | <b>£319,640</b> |

## Constituent Authority retained amount

Whilst Peninsula Transport are in shadow form each of the technical leads will retain an amount to undertake the internal activities associated with that work-stream for the financial years of 2018/19 and 2019/20. This will avoid the need for additional bureaucracy and invoicing. The amount and a description of the work is provided in Table 3. It should be noted that these are an estimate and could be subject to change.

**Table 3: The Constituent Authority retention payments for leading their technical work area.**

| Name of Party        | Retained amount | Technical Work Area  |
|----------------------|-----------------|--|
| Cornwall Council     | £6,480          | <b>Technical Lead objectives</b><br>To Co-ordinate and facilitate the following activities: <ol style="list-style-type: none"> <li>1. Production of a Peninsula Transport Leaflet</li> <li>2. Production of Regional Evidence Base.</li> <li>3. Production of Regional Connectivity Study.</li> <li>4. Production of Priority Matrix</li> <li>5. Prioritisation of schemes exercise</li> <li>6. Production of final prioritised list of schemes for submission to DfT</li> </ol> |
| Devon County Council | £13,000         | <b>Administration Lead Technical work area –</b> <ol style="list-style-type: none"> <li>1. Co-ordinate and facilitate activities of Peninsula Transport.</li> <li>2. Provide support to, and deliver, efficient and accessible meetings, documentation and publications.</li> </ol>  |

|                         |                |   |
|-------------------------|----------------|---|
|                         |                | <ol style="list-style-type: none"> <li>3. Make practical arrangements for the meetings, maintaining a forward plan of agenda items and liaising with the Chair to prepare agendas, and preparing, checking and issuing accurate minutes.</li> <li>4. Develop and maintain relationships with stakeholders on secretariat issues to improve information exchange and understanding of Peninsula Transport.</li> </ol>  |
| Plymouth City Council   | £54,000        | <p><b>Communications Objectives</b></p> <ol style="list-style-type: none"> <li>1. Build awareness with stakeholders of Peninsula Transport and its purpose</li> <li>2. Ensure key stakeholders are fully briefed on the work of Peninsula Transport</li> <li>3. Define a clear set of offers and asks to government for Peninsula Transport and brief key stakeholders on how they can help deliver</li> <li>4. Engage stakeholders around an emerging sub regional transport plan</li> <li>5. Campaign for sub regional transport body status</li> </ol> <p><b>Finance Objectives</b></p> <ol style="list-style-type: none"> <li>1. To administer the overall finances of the group for the commissioning of work</li> </ol> |
| Somerset County Council | £10,000        | <p><b>Governance and Liaison Objectives</b></p> <p>To provide overall Governance to Peninsula Transport STB including:</p> <ol style="list-style-type: none"> <li>1. Produce and update the STB's Terms of Reference</li> <li>2. Undertake preparatory work as required to move the partnership to statutory body status</li> <li>3. Provide and update further Governance papers as required</li> <li>4. Provide advice on procedural matters as need arises</li> <li>5. Provide training on procedural matters as need arises</li> <li>6. Liaison with Western Gateway STB</li> </ol>   |
| <b>Total</b>            | <b>£83,480</b> |   |

## Anticipated Expenditure and Affordability

The actual expenditure for Peninsula Transport to date has been limited, reflecting the fact that the STB has been in the process of establishing itself. Costs anticipated within this financial year (2018/19)

# Agenda Item 6

PENINSULA TRANSPORT

will be a small contribution towards the technical studies and the establishment of the Peninsula Transport Website.

Officers have made progress in terms of identifying Major Road Network / Large Local Majors schemes. Aecom have been commissioned to provide the Regional Evidence Base and Economic Connectivity Studies and the prioritisation tool is in progress. These items are included in the Forecast expenditure as itemised in Table 4 in the part II report. Please note that there is a low and high cost forecast expenditure (£248,244.49 to £318,244.49) reflecting that this is a new area of work and the potential options available.

It should be noted that STBs in the UK, in addition to those items listed above, are also producing documents setting out further their Strategic Context. It is likely that, in order to compete for national funding, Peninsula Transport will need to consider these items at a future date.

### **3. Summary/Conclusions/Reasons for Recommendations**

Board Members are asked to note that the expenditure currently planned is affordable and within the overall budget of £319,640, although there is very limited flexibility if the cost is towards the high end of the forecast.



## COMMUNICATIONS STRATEGY

Report by Mandy Pearse, Head of Public and Partner Relations, PCC

1<sup>st</sup> March 2019

***Please note that the following recommendation/s is/are subject to consideration and determination by the Board before taking effect.***

### RECOMMENDATION

**It is recommended that the Board approves:**

- (a) The Communications Strategy set out in Appendix A to this report, and
- (b) Appendix B which contains proposed arrangements for the Peninsula Transport website

#### **1. Background/Introduction**

This report follows from the meeting of the Board on 8 November when it was confirmed that Plymouth City Council would take the lead on Communications and develop a Communications Strategy to bring to the meeting of the Board on 1 March

#### **2. Proposals**

##### Communications Strategy

The Communications Strategy aims to build public awareness and commitment to creating an STB for the Peninsula by ensuring there is a dialogue about the benefits that such an arrangement can bring.

The strategy will also support arrangements for a Transport Forum and Public Participation and ensure there is transparency and accountability for the Board.

The second element that the Strategy will develop is the communications infrastructure required to support the STB should transition to statutory body status be sought in the future.

The Communications Strategy is attached as Appendix A

##### Website

A key element of the Communications Strategy is the development of the website for Peninsula Transport which will act as the hub where all information about PT can be held including Board papers, consultations, media releases. Social media, media and events can then all signpost stakeholders to the website for more information. It is therefore critical that we move ahead with this element.

The outline for the website is provided as Appendix B.

#### **3. Consultations/Representations/Technical Data**

There have been discussions with the communications and technical leads for each of the local authorities and LEPs involved in Peninsula Transport.

#### **4. Financial Considerations**

Delivery of the Communications Strategy and website will be funded from the Peninsula Transport budget.

## **5. Environmental Impact Considerations**

This Report has no specific environmental impact implications.

## **6. Equality Considerations**

This Report has no specific equality implications.

## **7. Legal Considerations**

There are no specific legal considerations arising from this report..

## **8. Risk Management Considerations**

No business risks have been identified with these proposals.

## **9. Public Health Impact**

This Report has no specific public health impact implications.

## **10. Summary/Conclusions/Reasons for Recommendations**

The reasons for bringing forward these recommendations are set out in the report. In summary they are intended to improve the communication and engagement with publics and build support should the transition to statutory body status be sought in the future.

Mandy Pearse

## **Appendix A**

### **Communication Strategy**

#### **Overall objectives**

Convince government to award sub regional national transport body status to Peninsula Transport

Develop a sub regional transport plan

#### **Communications objectives**

1. Build awareness with publics of Peninsula Transport and its purpose
2. Ensure key publics are fully briefed on the work of Peninsula Transport
3. Define a clear set of offers and asks to government for Peninsula Transport and brief key stakeholders on how they can help deliver
4. Engage publics around an emerging sub regional transport plan
5. Campaign for sub regional transport body status

#### **Communications Approach**

Explain and show the benefits that Peninsula Transport will bring to all transport users in the area with a focus on ambition, innovation and strategic transport priorities.

Tell a clear story about the Peninsula's economic value to the UK which identifies the challenges faced and the potential to be unlocked with strategic transport planning and investment

Support close engagement with government and politicians to ensure the strategic improvements driven by Peninsula Transport are clear

Champion public involvement in Peninsula Transport with user-friendly consultation and emphasising how transport users are engaged

Help to build support for and involvement with Peninsula Transport among businesses giving equal weight to communications across the Peninsula area

Ensure partners in Peninsula Transport can draw on communications work and products to reuse through their own existing channels when needed

Streamline communication work during the shadow phase so that it's proportionate, cost –effective and useful

Identify the likely communications resources needed in future and preparations needed to meet them

# Agenda Item 7

## Background

Under the Cities and Local Government Devolution Act 2016 (102E Power to establish STBs) the Secretary of State may by regulation establish a sub-national transport body for any area in England outside of Greater London.

The regulations under section 120E (102F Requirements in connection with regulations under section 102E) may be made establishing an STB for an area only if the Secretary of State considers that-

- a.) its establishment would facilitate the development and implementation of a strategic transport strategies for the area, and
- b.) the objective of economic growth in the area would be furthered by the development and implementation of such strategies.

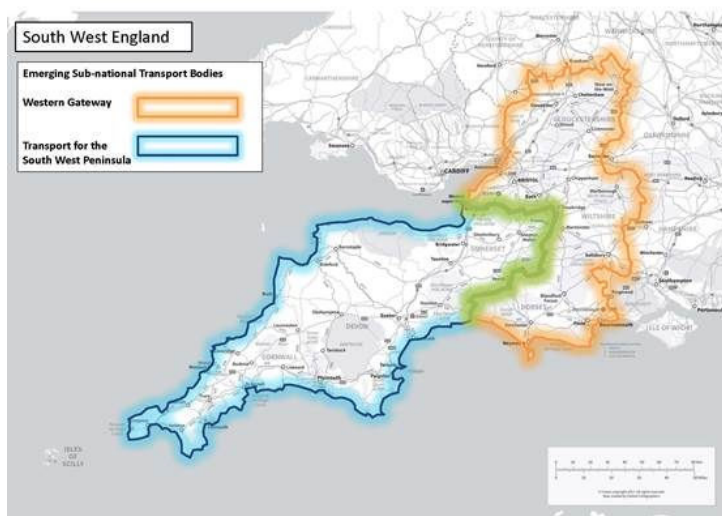
Local Authorities across England are responding to Government's request for more strategic thinking about transport investment with the aim of improving regional productivity and sustainable economic growth by joining up to become Sub-National Transport Bodies (STB).

A recent consultation (March 2018) on defining a new tier in the Major Road Network (MRN) for England has highlighted Government's intention to work with STBs to agree investment priorities for their area. Transport Authorities in the South West have identified that a failure to put STBs in place in the South West would present a considerable risk given the key role these bodies will gain in advising the use of the new National Roads Fund and other infrastructure investment processes.

The SW transport authorities have initiated a dialog with the Department for Transport setting out the intention to set up two bodies (Western Gateway and South West Peninsula) and explaining the benefits and opportunities that this would create.

The sub-national transport body model being followed is similar to the recently established 'Transport for the South East' TfSE model.

TfSE has set up governance arrangements, a programme management office and technical workstreams which includes the preparation of an initial evidence base and 'connectivity review' which has now been published. The body has recently been awarded £1m by the DfT to develop its transport strategy and activities needed to become a statutory body by 2020.



## Publics

### Core publics

Five upper tier transport authorities – Somerset, Devon, Torbay, Plymouth, Cornwall (Leaders, Transport Lead Members, Technical staff, Heads of Comms)

HoTSW LEP and COIS LEP (Comms leads)

Highways England, Homes England, Network Rail

MPs (**Plymouth** – (Luke Pollard Lab, Johnny Mercer Cons, Sir Gary Streeter Cons\*) **Torbay** –( Kevin Foster Cons, Sarah Woolaston Cons) **Devon** – (Ben Bradshaw Lab, Peter Heaton-Jones Cons, Geoffery Cox Cons, Anne-Marie Morris Cons, Neil Parish Cons, Mel Stride Cons, Sir Hugo Swire Cons, Sir Gary Streeter Cons\*) **Cornwall** ( Steve Double Cons, George Eustace Cons, Scott Man Cons, Sheryll Murray Cons, Sarah Newton Cons, Derek Thomas Cons ) **Somerset** (James Heapey Cons, Iain Liddell-Grainger Cons, Rebecca Pow Cons, David Warburton Cons, Marcus Fysh Cons)

Business community representatives- Chambers of Commerce, FSB, CBI Plymouth Manufacturers Group, Tourism, BIDS, Development agencies, Retail consortia

Department for Transport - - Minister for Transport Andrew Jones MP, Secretary of State Chris Grayling,

Planning authorities - Districts – SHDC and WDBC, MDDC, NDDC, EDDC, Exeter, Torridge, Teignbridge, Taunton Deane and West Somerset, South Somerset, Sedgemoor and Mendip (Leaders, CEXs, Comms Leads, Councillors)

### Wider publics

Staff of partner organisations

Councillors in five upper tier authorities

Wider business community in Peninsula Transport area – SMEs,

Transport providers– Great Western Railway, South Western Rail, Cross country Rail, Major Ports – (Associated British Ports Plymouth& Teignmouth, APP Falmouth, Brixham, Fowey), Brittany Ferries, Airports –(Flybe/Exeter airport, Cornwall/Newquay Airport,), Bus operators (Stagecoach, First, Go Cornwall, City Bus) Coach operators ( Megabus, National Express) Freight -(Road haulage association, Freight transport association, DB Cargo, Freightliner, Direct Rail Services)

Transport Groups -Rail Passengers groups, Sustrans

Western Gateway (Bristol, BANES, Gloucestershire, South Gloucestershire, North Somerset, Wiltshire, Dorset, Bournemouth and Poole)

Other STBs including Transport for the South East/ Transport for the East, England's Economic Heartland, Midlands Connect and transport for the North

Town and Parish Councils or Neighbourhood groups in unparished areas

Local ports and airports

Local bus operators

# Agenda Item 7

## Key messages

Peninsula Transport will improve the quality of life for people, support continuing economic growth and unlock the latent potential of the Peninsula

Peninsula Transport will give a single voice for the Peninsula's strategic transport needs, directly influencing how and where money is invested

Our aim is to transform the quality of transport for the Peninsula's residents, businesses and visitors

There is no single body which plans strategic transport at Peninsula level, Peninsula Transport meets that need by bringing together the five transport authorities and two Local Enterprise Partnerships

## Indicative Timeframe

| Date              | Indicative Milestone   |
|-------------------|--|
| 27 Nov            | Launch of Peninsula Transport at inaugural Board meeting   |
| Dec 2018          | Communications Proposal agreed   |
| Jan/Feb 2019      | Develop resources and comms infrastructure   |
| 1 March 2019      | Communications Strategy agreed   |
| May 2019          | Website launched   |
| June              | Core Stakeholder Forum   |
| July 19           | Draft Economic Connectivity Review approved by board for consultation and submitted to DfT                                   |
| July 19           | MRN Regional Evidence Base approved by board and submitted to DfT  |
| July to Sept 2019 | Draft Economic Connectivity Review - consultation  |
| September         | Wider Stakeholder Forum  |
| September         | Party conferences – chance to join fringe event organised by STBsLab/Cons  |
| October 2019      | Economic Connectivity Review revised and adopted   |
| October 2019      | Westminster event with MPs/Leaders/Transport Leads and DfT   |
| October 2019      | Lobby DfT for funding on the basis of Economic Connectivity review to complete thematic Studies for the final transport Plan |
| Autumn 2019       | Autumn statement   |
| November 19       | Highways UK NEC – possibility of joining other STBs with a stand   |
| Dec 2019          | Commission thematic studies  |
| Feb 2020          | Consult on thematic studies  |
| June 2020         | Consult on draft Transport Strategy  |
| September 2020    | Finalise Transport Strategy  |
| Autumn 2020       | Autumn statement   |
| Autumn 2020       | Develop prospectus for a Peninsula Transport STB   |
| Jan 2021          | Seek approval for STB status   |

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|          |   |
|----------|---|
| Mar 2021 | Peninsula Transport given approval to be Sub regional national transport body |
| Mar 2021 | Publish Transport Strategy  |



# Agenda Item 7

## **Deliverables**

Communications Strategy and Delivery Plan

Brand guidelines

Templates – Word and Powerpoint branded templates

Website

Social media presence

Collateral for web and social

Stakeholder database

Media management

Stakeholder newsletter

Core briefing notes for key stakeholders

Promotion of stakeholder engagement events and online consultation

Communications evaluation

## **Resources**

Budget agreed against deliverables

## **Evaluation**

Evaluation of this plan will be conducted using the Government Communication Service OASIS Framework included in Appendix 1

## Appendix 1 -Evaluation grid

| Inputs                                | Outputs   | Outtakes  | Outcomes                                       | Organisational Impact                              |
|---------------------------------------|---|---|--|--|
| Communications proposal               | Deliverables outlined   | Agreement by Director's of approach   | Proposal agreed                                |  |
| Communications Strategy               | Levels of engagement<br>Positive publicity<br>Response to consultations                         | Agreement by Board on direction of communications<br>Awareness of issues<br>Sentiment of stakeholders | Advocacy by third parties                      | Reputation management                              |
| Peninsula Transport Twitter account   | No of posts, no of followers  | Sentiment<br>Engagement   | Advocacy by stakeholders                       | Reputation management                              |
| Peninsula Transport website           | No of webhits<br>Dwell time<br>Download of information<br>Video views<br>Sign up for newsletter | Awareness of issues   | Understanding of Peninsula Transport - purpose | Transparency and openness<br>Reputation management |
| Peninsula transport MP briefing notes | Briefing notes produced   | MPs support for PT offers and asks  | Advocacy by MPs                                | Reputation management                              |
| Peninsula Transport newsletter        | Sign up for enewsletter<br>Open rates<br>Click through  | Awareness of PT and purpose   | Advocacy by stakeholders                       | Reputation management                              |

## **APPENDIX B**

### **Peninsula Transport Website**

#### **1. Background**

A key element of the Communications Strategy is the development of the website for Peninsula Transport which will act as the hub where all information about PT can be held including Board papers, consultations, media releases. Social media, media and events can then all signpost stakeholders to the website for more information. It is therefore critical that we move ahead with this element.

#### **2. Indicative Website Layout**

We have utilised existing STB websites as a guide (TfSE) and propose the following wireframes (web pages) for the Peninsula Transport website:

- Homepage – This will provide the landing page and communicate the key themes of the body.
- About – This will provide our mission statement (the who, what, where, when and why) and host the papers of the board in advance of future meetings.
- Team & Structure – This will fulfil the ‘meet the board’ function by providing an overview of the members the board.
- News – This will provide the latest transport news on what is happening in the Peninsula.
- Strategy – This will host the Technical Reports and ultimately the Transport Strategy of Peninsula Transport.
- Contact Us – This provides details for contacting Peninsula Transport and a ‘stay in touch’ function to enable us to target registered individuals/organisations with news feeds/updates.

## GOVERNANCE UPDATE

Report by Julian Gale, Strategic Manager, Somerset County Council

1<sup>st</sup> March 2019



***Please note that the following recommendation/s is/are subject to consideration and determination by the Board before taking effect.***

## RECOMMENDATION

**It is recommended that the Board approves:**

- (a) The stakeholder forum arrangements set out in Appendix A to this report; and
- (b) Appendix B which contains proposed arrangements for public participation at Board meetings and some guidance concerning filming, recording and transmitting Board business by members of the public and the media.

### 1. Background/Introduction

This report follows from the approval of the Board's Constitution and Collaboration Agreement by the Constituent Authorities. The issues raised are important issues that if agreed will, in effect, complete the Board's governance arrangements. The report only deals with current governance issues in relation to the Board in shadow form. It does not cover governance issues relating to moving the Board onto a statutory footing.

### 2. Proposals

#### Transport Forum

The intention with the Constitution was to put in place arrangements for the Board that replicate as far as practicable the arrangements that will be required if the Board moves to statutory status at some point in the future. In terms of the Board's membership it was recognised that there are a number of organisations that will be interested in the work of the Board and may wish to contribute to it. Accordingly, the Board received a presentation in November about the intention to establish a stakeholders' body (the "Transport Forum") to represent these interests.

Terms of Reference for the Transport Forum have been drafted (attached as Appendix A) and are recommended for approval. It is proposed that the Transport Forum meet three times a year, with the first meeting to be arranged following the approval of the Terms of Reference. The Transport Forum will bring together a range of stakeholders, by invitation only, and enable two-way communications for updates on developments and gathering views on strategic transport issues to feed into the SSTB. The Forum will provide technical guidance and expertise, as well as supporting the development of the emerging strategic Transport Strategy. The Transport Forum will be represented at and report to the Peninsula Transport Board via the chair of the Forum, who shall have a non-voting role as provided for under the Constitution. The Chair and Vice Chair shall be nominated from the Transport Forum membership for a period of two years with an option to reappoint for a further term. In addition to the core Transport Forum, it is proposed that a wider stakeholder event is held annually with an open invite although this is not covered under the Terms of Reference.

#### Public Participation

The Constitution makes provision for the operational arrangements of the Board, including its formal meetings, to take place under the Local Government Access to Information requirements. Agenda and report management arrangements have been put in place by Devon County Council to ensure

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that the legislative requirements are met. Part of these requirements are that formal meetings of the Board are open to press and public to attend subject to their exclusion for the consideration of confidential or exempt business as defined under the legislation. Members will be aware that there is a common provision on local authority meeting agendas for members of the public to make representations to or ask questions of the members and receive answers either at or after the meeting. The proposal is that the Board should be no different in this regard and attached as Appendix B are some recommended provisions to allow public participation at Board meetings, subject to simple rules to manage that participation. The public also have the right to film, record and transmit the business conducted at formal Council meetings. Again, it is common for councils to apply some simple rules to control how this done to meet the requirements of the legislation and to ensure the orderly conduct of business. Appendix B contains some recommended guidance on this matter for consideration and approval.

### **3. Options/Alternatives**

The proposal to establish a Transport Forum was considered as part of the creation of the Board and was chosen as the most appropriate way for a range of interests to be informed about the Board and its work. It enables these interests to be involved and keep the Board's membership at a manageable size.

The obvious alternative to making provision for public participation at formal Board meetings is not to make such provision. Given the commonality of such provisions in local authority constitutions and requirements on local authorities to be open and transparent and encourage public engagement it was felt by the officers that the ability of the public to make direct representations should be the recommended approach. It also provides a direct opportunity for other organisations and interests to address members and ask questions.

### **4. Consultations/Representations/Technical Data**

There have been discussions with the stakeholder interests who will be engaged in the Forum.

### **5. Financial Considerations**

There are no direct costs associated with these proposals beyond the costs of meetings which should be minimal and will be funded from the Peninsula Transport budget.

### **6. Environmental Impact Considerations**

This Report has no specific environmental impact implications.

### **7. Equality Considerations**

This Report has no specific equality implications.

### **8. Legal Considerations**

These are covered within the report in so far as they are applicable.

## **9. Risk Management Considerations**

No business risks have been identified with these proposals.

## **10. Public Health Impact**

This Report has no specific environmental impact implications.

## **11. Summary/Conclusions/Reasons for Recommendations**

The reasons for bringing forward these recommendations are set out in the report. In summary they are intended to improve the way the Board works and put it in a strong position should the transition to statutory body status be sought in the future.

Julian Gale

### Background Papers:

Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

The Openness of Local Government Bodies Regulations 2014

## APPENDIX A

## TRANSPORT FORUM

### Terms of Reference

The Transport Forum is part of Peninsula Transport, reporting into the Shadow Sub National Transport Body (SSTB) Board. The Transport Forum has a clearly defined remit and purpose.

#### Purpose

The purpose of the group is to provide technical guidance and expertise to the Peninsula Transport SSTB Board and Senior Officer Group. The Forum will ensure that a broad range of stakeholder and partner views are taken into account by the SSTB and Senior Officer Group. The key challenge for the Peninsula is to strengthen our strategic links to keep pace with the rest of the UK, reinforcing connectivity and exploiting opportunities to become more productive. The group will therefore need to consider the following key areas:

- Resilient road and rail networks to support connectivity including access to our regional airports and ports
- Impact of technology and innovation in supporting our urban and rural mobility challenges
- Infrastructure investment needed to unlock housing development and create accessible enterprise areas

Members of the Forum will have the opportunity to shape and guide the development of the strategic Transport Strategy for Peninsula Transport SSTB.

#### Objectives of the Transport Forum

The objectives of the Forum are to:

- Bring together a wide range of stakeholders to update on industry / policy developments and gather views on strategic transport issues to feed into the SSTB;
- Provide technical guidance and expertise on key issues, including integration of modes, the impact of emerging technology and user experience;
- Support the development of the emerging strategic Transport Strategy and provide guidance on how to consult and engage with different audiences and stakeholders;
- Develop shared understanding of the key issues facing users, operators and the supply chain; and
- Provide support to the SSTB on influencing Government decisions around Peninsula Transport strategic matters.



## **Accountability**

The Transport Forum will report to the Shadow Sub National Transport Board. Appendix 1 contains a diagram showing the relationship between the Transport Forum and the SSTB Board.

## **Membership**

Members will be selected by their representative groups for a period of two years. It is the role of Transport Forum members to represent fairly and fully the interests and views of those bodies and groups.

A list of Transport Forum Members can be found in Appendix 2.

## **Appointment of Chair / Vice Chair**

The Chair shall be nominated from within the membership of the Transport Forum by its members and approved by the Peninsula Transport SSTB Board for the period of two years, with an option to reappoint for a further term.

The Chair of the Transport Forum will have a non-voting role on the Peninsula Transport SSTB Board.

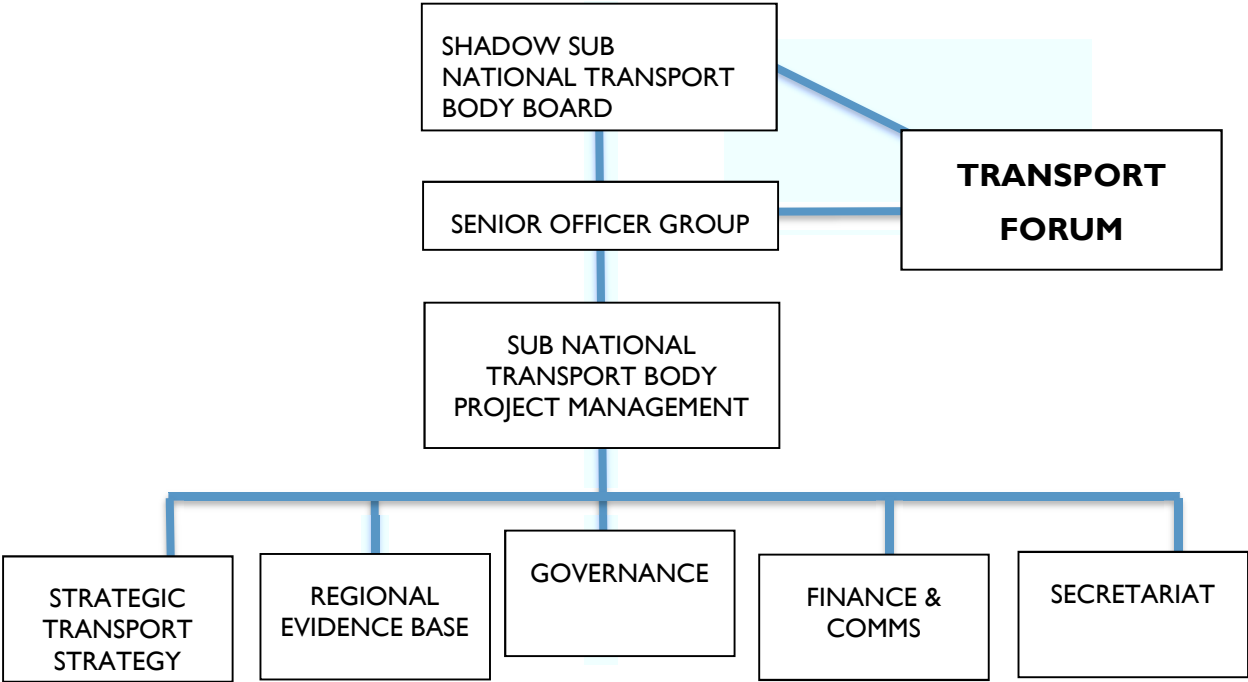
The Vice Chair shall be nominated from within the membership of the Transport Forum by the same process as that adopted for the Chair and should be appointed from a different sector/organisation from that of the Chair.

## **Frequency of Meetings**

The Transport Forum will meet three times a year, in advance of the SSTB Board meeting.

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## Appendix I: Peninsula Transport Shadow Sub National Transport Body Structure



## Appendix 2: Transport Forum Membership

- Business Reps (Chambers of Commerce, CBI, Federation of Small Businesses)
- Train Operators (Great Western Railway, South Western Railway, CrossCountry)
- Bus Operators (Stagecoach, First, Go Cornwall/ City Bus)
- Coach Operators (MegaBus, National Express)
- South West Regional Ports Association
- Airports (Exeter & Newquay & Bristol)
- Peninsula Airlines (Flybe & Isles of Scilly Skybus)
- Ferries (Brittany Ferries; Isles of Scilly Steamship)
- Freight organisations
  - Freight Transport Association / Road Haulage Association
  - DB Cargo / Freightliner / Direct Rail Services
- Sustrans
- Passenger/Road User representatives (Transport Focus (regional contact) / TravelWatch South West)

## APPENDIX B

## PUBLIC PARTICIPATION AT PENINSULA TRANSPORT MEETINGS

### I. Can I attend a meeting?

Formal meetings of the Peninsula Transport Board are open to the public who may attend to observe the business and may participate in accordance with section 2 that follows below. Public attendance is subject to the Local Government Access to Information rules, which permit the Committee, when considering an item of business on the agenda, to exclude the press and public in circumstances where there is the likelihood of the release of exempt information (eg, commercially sensitive information) as defined under the Local Government Act 1972.

Members of the public may use Facebook and Twitter, blogging or other forms of social media to report on proceedings at meetings. Anyone wishing to film part or all of the proceedings may do so unless the press and public are excluded for that part of the meeting or there is good reason not to do so. As a matter of courtesy, anyone wishing to film proceedings is normally asked to advise the Secretariat Officer in attendance so that those present may be made aware.

We would ask that, as far as possible, members of the public aren't filmed unless they are playing an active role such as speaking within a meeting and there may be occasions when speaking members of the public request not to be filmed.

Members of the public will be treated with respect and courtesy when attending meetings of the Peninsula Transport board. They will be listened to and everyone who has registered will be able to be present/speak without interruption or intimidation.

It is therefore expected that members of the public listen to the proceedings and respect the views and experiences of other people contributing.

### 2. Public Participation

Members of the public are able to submit a statement and / or ask a question at formal meetings of the Peninsula Transport board. Statements and questions must relate to the responsibilities of the Peninsula Transport Shadow Sub National Transport Board.

To submit a statement / question you must live in the area served by the Peninsula Transport authorities.

### **3. Are there any restrictions on the statement that can be made or the question that can be asked?**

The only restrictions are:

- The statement / question must not be frivolous or defamatory and must not concern a confidential issue which would normally be considered in private. The Board's Chair has discretion to refuse statements / questions which fail this requirement.
- A member of the public may only submit a single statement and / or ask one question at any meeting of the Peninsula Transport board. If more than one statement / question is received or a single question contains a number of component questions, then only the first statement / question will be accepted. You may ask one 'supplementary' question at the meeting arising from the answer given to your original question.

### **4. How do I submit my statement / question?**

Formal statements/questions must be submitted in writing (by letter or email) before 12 noon on the fourth working day before the date of the meeting (i.e. if the meeting is on a Friday then the submission must be made by the preceding Monday, taking into account any Bank Holidays). The contact details for the Secretariat are available online. Where you submit a statement/ question relating to a report on an agenda for a meeting and that report is not available by this time you may nonetheless be entitled to make a statement/ ask a question in certain circumstances.

All statements / questions will be listed in the order received and will be circulated to everyone at the meeting together with written responses to questions.

When you submit a statement / question it would be helpful if you could also provide a telephone number so that we can contact you if there is a need to clarify any aspects or if for some reason no reply can be given to a question.

### **5. Can I speak at the meeting?**

A member of the public who has submitted a statement / question will be allowed to make oral representations at the meeting to introduce their statement / question. Such representations will be limited to 3 minutes. While your views and comments may be acknowledged by the Chair of the meeting, you will not receive detailed 'answers' to any points included in your presentation.

### **6. How much time is allowed for public participation?**

A maximum of 30 minutes in total is allowed at each meeting for public participation. If your statement / question cannot be dealt with in that time then you will be sent the response by letter or email. The Chair has the discretion to extend the period allowed for public participation in exceptional circumstances.

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## **7. If I submit a statement / question do I have to attend the meeting?**

No. If you cannot attend the meeting, the statement / question and responses to questions will be published on the website with the minutes of the meeting together with your name. If you do attend, you will be invited to sit at the place reserved for you while your statement / question is dealt with.

## **8. Is there a limit on the length of any statement / question?**

No, but it is best to keep your statement/question as short as possible to avoid any misunderstanding. If a lengthy statement / question is submitted, the Chair may require it to be shortened before it is accepted for circulation.

## **9. How will I know what is on the agenda for a meeting?**

Agendas are normally published one week in advance of the meeting and are available online.