WELSH GOVERNMENT LOCAL TRANSPORT CAPITAL GRANTS FY2021-22 APPLICATION FORM

LOCAL TRANSPORT FUND, RESILIENT ROADS FUND AND ULTRA LOW EMISSION VEHICLE TRANSFORMATION FUND

Local Authorities shall complete one form per scheme. A scheme may comprise a single project or package of associated projects

Local Authority	Vale of Glamorgan Council			
Scheme Name	Bus Stop Improvements (Infrastructure and Electronic Displays) – Vale of Glamorgan			
Scheme Priority Rank Number	4			
Existing or New Scheme	New			
Grant (please select one)	Local Transport Fund			
Date of Scheme	Start: 01-Apr-2021 Estimated Completion: 31-Mar-2022			
Funding required for 2021-22	£369,635			
Project Manager Contact Name	Andrew Eccleshare			
Contact Telephone	029 20673133			
Contact email	AEccleshare@valeofglamorgan.gov.uk			
Authorised by (e.g. Head of Finance or Transport Services)	Name: Emma Reed Job Title: Head of Neighbourhood Services and Transport Signature: 11 Reed			

WELTAG CHECKLIST

1. Which WeITAG Stages have you completed? Please tick all that apply.

	Stage 1 Stage 2 Stage 3 Stage 4				
	For packages please list each project below and state the WeITAG Stages completed for each project:				
	N/A				
2.	2. What level of risk is your study? Please tick one (See WeITAG page 34 for definitions).				
	Low Medium High				
	For packages please list each project below and state the level of risk for each project:				
	N/A				

3. Who is or will be on your **Review Group**? Please give job title and department/ organisation representing.

Economic	N/A
Social	N/A
Cultural	N/A
Environmental	N/A
Active Travel Expert	N/A
Others (please specify)	N/A

For packages, where there are different Review Groups, please list the projects below and provide information o or will be on the review group for each project:	n who is
N/A	

4. What WeITAG Stages do you plan to have completed by the end of 2021-22? Please tick all that apply

Stage 1		Stage 2		Stage 3] s	Stage 4					
For pac	kages plea	se list the	projects b	elow and state	e the Wel	ITAG Stag	ges com	pleted fo	or each p	roject:	
N/A											

SCHEME DESCRIPTION

Please provide a brief description of the scheme. If your application is for a scheme that will take longer than a financial year to complete, we require a description of the whole scheme and the elements to be delivered in each financial year. Applications for a package of schemes should contain a costed list of the associated projects in priority order.

Attach A4 location maps, project(s) drawing(s) and any other supporting information separately.

OS GB grid reference:

The Vale of Glamorgan Council's project to upgrade existing bus stops and replace old bus shelters is ongoing.

To date the Council has funded this ongoing project using its own budgets, Section 106 planning contributions towards sustainable travel and Welsh Government LTNF funding (i.e. over recent years for the A48, Barry west and other key locations). However, many more bus stops throughout the Vale of Glamorgan are still in desperate need of improvements.

This proposal is to upgrade the infrastructure and bus shelters at a further 10 bus stops at various locations throughout the Vale of Glamorgan where existing provision falls short of being adequate, accessible and desirable to use.

It should be noted that the Council is now attempting to standardise its bus stop facilities, especially with regard to shelters, as this project progresses. Indeed, where feasible and suitable, high quality stainless steel framed shelters with clear glass walls, red seating and lighting are being installed, which will hopefully future proof them as a more collaborative approach is taken with Welsh Government, TfW, LA's and operators (i.e. by using TfW colours).

In addition and following on from the Authorities successful LTNF bid last year for 'electronic bus stop display' this proposal also includes provision of electronic bus shelter displays within any new bus shelter installed as part of this project, which in turn will significantly enhance the users overall travel experience with the availability of up to date bus stop specific information in a modern and clean format.

Appendix A attached, shows examples of (A) the new type/style bus stop shelter being purchased by the Vale of Glamorgan Council for use and (B) examples of old existing type/standard of shelters being renewed.

SCHEME BUSINESS CASE

1. STRATEGIC CASE

The Case for Change			
Fit with draft new wales Transport	By providing modern, clean, accessible and desirable facilities for passengers to use whilst waiting for local bus services the scheme will fit with the priorities set out in Llwybr Newydd (i.e. the draft Wales Transport Strategy) by:		

Local Transport Capital Grants FY2021-22 Local Transport Fund, Resilient Roads Fund and Ultra Low Emission Vehicle Transformation Fund Application Form

Please indicate how this scheme fits with the priorities set out in the draft new Wales Transport Strategy	 Contributing to a possible reduction in greenhouse gasses by helping to encourage modal shift from private fossil fuelled vehicles to sustainable public transport; Contributing to provision of public transport services that everyone can use, wants to use to use and does use by making them more appealing to use; Contributes to safe, accessible and well-maintained transport infrastructure that supports sustainable transport choice; Contributes to making sustainable transport options more attractive to people and businesses; and Contributing towards the support of innovations that help people and businesses adopt more sustainable transport choices.
Current and Future Situation and Issues What are the local and wider issues that this scheme will address in the short and long term? Include baseline data where available. What will happen if no action is taken?	Bus stops and shelters provide access to local and strategic public transport services that link users with other key settlements (e.g. Cardiff and Llantwit Major), as well as one of the Strategic Opportunity Areas identified in the Wales Spatial Plan (St Athan). Many existing bus stops do not have the necessary infrastructure to enable passengers with a mobility impairment or with young children in a pushchair to board or alight without difficulty. Furthermore, some bus stops have become undesirable places to access public transport, with passengers waiting in an exposed and unpleasant environment, and in others, buses are prevented from pulling up close to the kerb edge due to inconsiderate parking. These factors all deter public transport usage and impact on service reliability.
	The economic activity and the increase in tourism at Barry and Barry Island, as well as the increase in shopping trips at Barry Waterfront due to the large development of this area has resulted in the emergence of congestion hotspots and pinch points where buses are being delayed and journey times extended for various reasons such as queuing traffic preventing right turns at junctions. Where delays are caused

	by inconsiderate parking, the Council's Civil Parking Enforcement Team can actively enforce the parking restrictions where they have been put in place. If no action is taken to address the current situation, the bus operators will experience a vicious circle of slow boarding, alighting and rising traffic congestion all of which can affect timekeeping along the bus corridor. This, in turn, will impact on operating costs and fares which will further deter passengers from travelling by bus and switch to the car thereby increasing traffic congestion. Poor quality roadside infrastructure will also act as a deterrent for passengers and there is a risk over the longer term that the operators will have to reduce frequencies and increase end-to-end journey times in order to maintain the commercial viability of the services. The potential withdrawal of any bus services would have an adverse impact on shift workers, shoppers and tourists who rely on these services.
Scheme objectives What are the objectives of the scheme? (there should be up to 5 or 6 and should be Specific, Measureable, Achievable, Realistic and Time- limited)	 The scheme objectives are to: Upgrade the infrastructure at a minimum of 10 bus stops. Improve passenger experience using these specific bus stop facilities. Improve access to the bus stop facility for all, but especially for those with mobility impairments and those using wheelchairs and pushchairs. Improve access between the bus stop and the bus itself for all, but especially for those with mobility impairments and those using wheelchairs and pushchairs. Improve access between the bus stop and the bus itself for all, but especially for those with mobility impairments and those using wheelchairs and pushchairs. Provide improved information facilities (i.e. new bus stop flags with current service numbers, larger timetable cases to facilitate information by various operators and electronic information displays).
Scheme outputs What are the specific outputs that the scheme will deliver?	 The scheme objectives include the provision: New bus shelters (where footway widths permit), including integral:

Local Transport Capital Grants FY2021-22 Local Transport Fund, Resilient Roads Fund and Ultra Low Emission Vehicle Transformation Fund Application Form

	 lighting; large information display cases; Electronic displays and bus stop flag. Accessible raised kerbs with tapering at either end; Accessible drop kerbs along the approaches to bus stops. Resurfacing of passenger waiting area including built out bus stop hard standing areas where appropriate. Renewal of Clearway road markings and signage.
Fit with Policies and Plans Please indicate where this scheme fits with local policies and plans such as the Local Well-being Assessment, Local Transport Plan and any other related policies and plans.	The southern Vale of Glamorgan from Bridgend to Cardiff via Barry has been identified as a strategic bus corridor and serves various areas of growth, and in turn identified in the LTP for sustainable transport improvements.
Community Engagement and Consultation Please summarise how you have engaged local communities and consulted on your proposals. How have you involved those with protected characteristics? How has this process informed the scheme design?	 In normal times (i.e. pre-Covid), the Council: regularly meets with the Vale of Glamorgan 50+ Forum Transport Group; participates in all 'Your Bus Matters' events organised by Bus Users Cymru in the Vale of Glamorgan, which is accessible to all to attend. Undertakes regular online satisfaction surveys with regard to public transport, which in turn feeds into the Benchmarking Wales performance indicators data. The scheme based on discussions with and requests from users, along with DDA requirements, aims to improve access for all to/from bus stop facilities and services, but especially for those with mobility issues (e.g. disabled persons using wheelchairs or parents with young children in pushchairs).

Fit with Grant Purpose/ Objectives

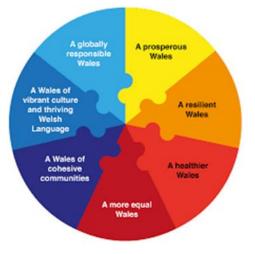
Please outline below how your scheme contributes to the relevant grant purpose/ objectives. Please only fill in for the grant that you are applying for and leave the other blank.

Grant name	Grant purpose/ objectives	Scheme Contribution
Local Transport Fund	 Reduce economic inactivity by delivering sustainable access to employment Improve quality of life particularly those living in disadvantaged and rural communities by delivering sustainable access to key facilities and services Connect communities and enable access to key services Improve public transport journey time reliability Reduce public transport journey times 	 This application will help: Improve boarding and alighting times and therefore further help to reduce journey times required for local bus service provision serving these bus stops. Improve facilities for waiting passengers to access local bus services at these bus stops where strategic local bus service provision connects them to other communities, as well as centres of employment, education and health (e.g. St Athan and Cardiff Airport Enterprise Zones, various town and city centres, Culverhouse Cross retail parks, Barry and Llandough Hospitals). Offer better access to the local bus network for residents with restricted mobility, thereby enabling them to have more independence and flexibility to reach key services and facilities for their day-to-day activities. Tackle pollution and improve air quality, through achieving a modal switch from car to bus and by improving traffic flows through the elimination of congestion hotspots. Encourage and facilitate active travel journeys over short distances such as more walking trips to and from the origin and destination points of the bus journey.
Resilient Roads Fund	Address disruptions caused by severe weather to the highway network, especially to the public transport network	

2. TRANSPORT CASE

Contribution to Well-being Goals

Transport schemes must seek to maximise their contribution to the well-being goals. Please provide a summary of the impacts of the scheme to the well-being goals. This should be informed by the statutory and non-statutory impact assessments of the scheme.



Well-being Goal	Impact (select one for each goal)
A prosperous Wales	Positive / neutral / negative
A resilient Wales	Positive / neutral / negative
A healthier Wales	Positive / neutral / negative
A more equal Wales	Positive / neutral / negative
A Wales of cohesive communities	Positive / neutral / negative
A Wales of vibrant culture and thriving Welsh language	Positive / neutral / negative
A globally responsible Wales	Positive / neutral / negative

Value for Money

Please explain what steps have been taken to ensure costs have been kept as low as possible and to quantify if the funding requested will represent value for money. Include Benefit Cost Ratio (BCR) if known:

The scheme will be managed by the Council's Design and Construction team with the Passenger Transport team as its client.

The new bus stop shelters will be procured following open tender via Sell2Wales, which will include installation following any required civil work undertaken by the Council.

Electronic Information Boards will be procured from an existing supplier to provide uniformity across the Vale of Glamorgan.

Impact Assessment

Please provide a summary of the expected impacts of the scheme, who is affected, how, and key qualitative/ quantitative supporting evidence. The impacts shown below should always be considered, but the list is not exhaustive and other impacts may be relevant. Impacts may be positive, negative or neutral, and should consider all users including those with protected characteristics.

Well-being Goal	Impacts	How does the scheme reduce negative impacts and maximise positive impacts?
A prosperous Wales An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change), and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.	 Changes in productivity: availability of suitable labour for employers, and changes in agglomeration effects. Transport costs: monetary costs paid by those travelling e.g. vehicle operating costs, tolls, and public transport fares. Accidents: the cost of accidents. Land: does the scheme reduce the amount of agricultural land? Does it open up development sites? Capital costs: to the public sector, to the private sector from the scheme itself and from the impacts Revenue costs: to the public sector, to the private sector, and to end users from the scheme itself and from the impacts Journey time changes: across all affected modes for users and non-users of the scheme. Journey time reliability changes: changes in the variation in journey times between times of days and between journeys made at the same time each day. 	 The scheme aims to reduce negative impacts and maximise positive impacts by: Improve access to/from local bus services that in turn may assist in modal shift from private car to public transport. In turn this may increase profit from fares taken and potentially lead to fare reductions. Improve safe access to/from the bus stop and between the bus stop and the bus, which in turn will reduce the potential for accidents from occurring whilst boarding, especially by those with mobility issues. Improve service journey times by helping to speed up boarding and alighting time required at these stops. Improve journey times for other road users as the time spent by buses at these bus stops may be reduced due to the bus stop infrastructure being more accessible and in turn speed up traffic flow. Improves access to/from proposed development sites along the Vale of Glamorgan's southern corridor (e.g. land adjacent to Cardiff Airport), as well as existing WG Enterprise zones at Cardiff Airport and St Athan.

Local Transport Capital Grants FY2021-22

Local Transport Fund, Resilient Roads Fund and Ultra Low Emission Vehicle Transformation Fund Application Form

	 Local economy: how does the scheme affect the sectors in the local economy? Access to services: impact on journeys to key services such as health facilities, schools Access to employment: how many jobs can people reach and what is the journey time 	 Improves access to the following sites providing key services via local bus services that serve these bus stops: Employment (e.g. Cardiff Airport and St Athan Enterprise Zones, as well as various retail/industrial parks, various town centres and city centres on routes served s) Education (e.g. Llantwit Major Comprehensive School, Whitmore High School, Pencoedtre High School, various primary schools, Cardiff & Vale College, Cardiff University and the University of South Wales, Cardiff. Health (e.g. Barry Community Hospital, Llandough University Hospital and various health centres, opticians and chemists etc. Shopping (e.g. Culverhouse Cross, Barry Town Centre and Waterfront, Bridgend Town Centre, Cardiff City Centre, Cardiff Bay retail Park and Llantwit Major Town Centre,
A resilient Wales A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).	 Noise: does anyone experience a change in noise levels Biodiversity: is there an impact on wildlife and the number of species Water Environment: is there an impact on water courses Option and non-use values: does the scheme provide alternatives for current journeys and does it change the resilience of the transport system 	As this proposed scheme also aims to encourage a modal shift from private car to local bus services by improving bus stop waiting facilities, a reduction in traffic will assist with the reduction in road traffic noise along the line of routes in general, as well as at specific bus stops as buses will not have to wait as long for passengers to board. There is no direct impact to biodiversity, although as the scheme is to encourage a modal shift from car to public transport it will assist in carbon reduction. Any bus stop civil works will consider drainage flows.
A healthier Wales A society in which people's physical and mental well-being is maximised and in which	 Physical activity: the amount of walking, cycling and other physical exercise undertaken by people Accidents: the number and severity of injuries Security: how safe do people feel 	Investment in the infrastructure along the proposed corridor and at key destinations, will encourage a modal switch from car journeys to bus, thereby reducing local pollution levels and improving local air quality. A corresponding modal shift from car to bus use, and

Local Transport Capital Grants FY2021-22

Local Transport Fund, Resilient Roads Fund and Ultra Low Emission Vehicle Transformation Fund Application Form

choices and behaviours that benefit future health are understood.	 Journey quality: for example, the comfort of the vehicle and access to information Air quality: are there changes in air quality Health impact assessment 	reduction in traffic volumes, will also encourage and facilitate active travel journeys over short distances such as more walking trips to and from the origin and destination points of the bus journey.
		New shelters will be fully transparent and lit compared to existing shelters that are not, which in turn will help improve the sense of safety and security at these bus stops.
		As the civil work proposed aims to improve access and make it easier for all persons, but especially for persons with mobility impairments, it will help reduce the potential for accidents whilst accessing services.
		A reduction in traffic congestion at the key pinch points will deliver wider environmental benefits including reductions in traffic related carbon emissions, improvements to local air quality and a more attractive public realm.
		Improving the reliability and timekeeping of the bus services, as well as access to the local bus network through infrastructure improvements, will deliver wider benefits to local residents in terms of enabling them to use the bus services to reach local facilities and services as part of their normal day-to-day activities.
		Improving reliability and access to the mainstream bus services, such as N.A.T. Group Service 304 and Cardiff Bus Service 96, offers a more cost effective and environmentally friendly way to meet this well-being objective. It is more socially acceptable to residents with restricted mobility, as they can have more flexibility when travelling to reach various services and facilities and it can also help in efforts to tackle the negative health effects of isolation.

Local Transport Capital Grants FY2021-22

Local Transport Fund, Resilient Roads Fund and Ultra Low Emission Vehicle Transformation Fund Application Form

A more equal Wales A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).	 Affordability: is there any change to the cost of travel paid by users Equality, diversity and human rights impact assessment 	This scheme will not have an immediate impact on fares charged by local bus service operators serving these bus stops. However, as the scheme aims to encourage modal shift from private cars to local bus service provision, an increase in patronage may result in lower fares being offered in future years. The scheme aims to provide facilities that are accessible to all persons regardless of ability, race, gender or sexual orientation etc.
A Wales of cohesive communities Attractive, viable, safe and well-connected communities.	 Severance: do any groups of people become separated from others or facilities they regularly use Rural impact assessment 	Current facilities are difficult for certain users (e.g. persons with mobility and sight impairments and therefore creates a barrier to accessing the local bus service provision in this area. This scheme aims to reverse this situation. This scheme will improve access to transport services to/from this area that also serve rural communities and areas (e.g. the Vale of Glamorgan heritage coast).
A Wales of vibrant culture and thriving Welsh language A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.	 Landscape: is there a visual or other impact on the landscape Townscape: is there a visual or other impact on the townscape Historic Environment: are there any changes in areas of historical interest Welsh Language impact assessment 	The proposed scheme includes provision of new modern bus stop shelters (preferably stainless steel and glass in line with TfW colour schemes in order to future proof them in this respect). This will be a significant improvement to existing facilities and in turn improve the visual impact on the area. Any bus stop flag information supplied as part of this scheme will be equally bilingual in Welsh and English.
A globally responsible Wales A nation which, when doing anything to improve the economic, social, environmental and cultural	• Greenhouse gases: is there a change in the amount of greenhouse gases emitted	By encouraging a modal shift from private car to local bus services and by helping to speed up traffic flow by improving boarding/alighting times at bus stops, there is a potential outcome for a reduction in carbon emissions.

Local Transport Capital Grants FY2021-22 Local Transport Fund, Resilient Roads Fund and Ultra Low Emission Vehicle Transformation Fund Application Form

well-being of Wales, takes	
account of whether doing such	
a thing may make a positive	
contribution to global well-	
being and the capacity to adapt	
to change (for example climate	
change).	

3. MANAGEMENT CASE

Can the scheme be delivered? What are the risks?

A project plan identifying timelines for activities and key milestones must be provided for each scheme appropriate to the scale, complexity and risks associated with the scheme. Where key stages / milestones have been reached / completed, give date when reached where applicable. As a minimum, information should be provided on design; timing of statutory processes/planning consent, land acquisition, procurement, construction, scheme opening and completion where these apply to the scheme.

Information on risks to delivery and mitigation measures in place or proposed must be included.

Whilst there are numerous bus stops within the Vale of Glamorgan that need upgrading, this project will identify 10 suitable bus stops to be upgraded, which is manageable to achieve within the one-year period.

The work will be managed by the Council's Design and Construction team with the Passenger Transport team as the client.

Project Plan (estimated)

- Q1/Q2 (2021-22) = Detailed design
- Q3/Q4 (2021-22) = Project/Contract Management
- Q3/Q4 (2021-22) = Site supervision and construction

Note that:

• The above timescales are dependent on when/if funding is made available.

• Adverse weather may delay or extend construction and the scheme may not be completed within the planned timescale. The Council will ensure that sufficient contingency measures are built into the agreed start date.

- Objections may be raised during the consultation process and could result in delays formalising a bus stop or installing a new shelter at a stop. The Council will undertake close liaison with the bus operator and residents and businesses over the work programme.
- Impact on local ecology during construction or resurfacing works may adversely affect local habitats and the drainage system. This will be considered as part of the detailed design of this scheme.
- Supply of infrastructure materials and new bus shelters may be delayed by external suppliers.

4. FINANCIAL CASE

Financial expenditure profile

£000s, Outturn prices (gross of grant / contributions shown separately below)

	Pre 2020/21	2020/21	2021/22 projected	2022/23	2023/24	2024/25	Later	Total
Surveys								
Design			11,600					11,600
Land Purchase								
Accommodation Works								
Construction			330,000					330,000
Project Management			26,750					26,750
Monitoring and Evaluation								
Promotion			1,285					1,285
GROSS TOTAL			369,635					369,635
Match funding amount, percentage contribution and funding source(s) <i>(insert name of organisation</i>)								
NET TOTAL			369,635					369,635

Quarterly Expenditure Profile

(Expenditure should be planned as early as possible in the financial year to ensure confidence in a full spend. Expenditure planned for Quarter 4 should be limited to minimise the risk of underspend); £'s

	Forecast FY2021-22 Expenditure (in £000s)				
	Quarter 1	Quarter 2	Quarter 3	Quarter 4	
Surveys					
Design	5,800	5,800			
Land Purchase					
Accommodation Works					
Construction			165,000	165,000	
Project Management			13,375	13,375	
Monitoring and Evaluation					
Promotion				1,285	
GROSS TOTAL	5,800	5,800	178,375	179,660	
Match funding amount, percentage contribution and source(s) (insert name of organisation)					
NET TOTAL	5,800	5,800	178,375	179,660	

5. COMMERCIAL CASE

How will the scheme be procured? What is the number and experience of the likely suppliers? What are the key contractual arrangements, what is the contract length?

The scheme will be managed by the Council's in-house Design and Construction team with the Passenger Transport team as its client.

The new bus stop shelters will be procured via the online Sell2Wales procurement portal, which will include installation following any required civil work undertaken by the Council.

Following previous tenders for bus stop shelters, both Clear Channel UK and local firm Bus Shelters Ltd, have both been successful in securing various orders from this Authority. Both these suppliers are very experienced in this line of work (i.e. manufacture, supply and installation). The Contract will aim for manufacture, supply and installation of the shelters by the end of March 2022 with an added cleansing contract for up to 4 years.

Electric information boards will be procured from the supplier of existing infrastructure within the Vale of Glamorgan.

MONITORING AND EVALUATION

Has a monitoring and evaluation plan been prepared?

If yes, please provide details below or attach relevant documents as evidence. What is the baseline data and relevant targets?

Monitoring will be undertaken in the following ways if this bid successful (i.e. dependent on Welsh Covid lockdown requirements permitting): -

1. Passenger numbers using each bus stop location to be obtained in advance of improvement works for specific times/date (2021).

2. Passenger numbers using each bus stop location to be obtained in following improvement works for specific date/times (i.e. same date and times but in 2022 following completion of works).

3. Feedback about the improvement work carried out at the bus stops will be obtained from users whilst undertaking above survey in 2022 following completion of the works. Target of 90% of respondents either satisfied or very satisfied with the work carried out at their local bus stop.

Has any monitoring or evaluation work already taken place? If yes, please provide details below and attach any relevant documents to this application as evidence.

Not to date on submission of application. Desktop decision taken based on knowledge of the area and bus stops in need of improvements.