

Report to Partnership Meeting 26 April 2019

RESEARCH AND STRATEGY DELIVERY

Active Travel Update

Purpose of Report

To provide Members with an update on Active Travel projects in which HITRANS are currently involved.

Transport Scotland Unallocated Spend

Earlier this year Transport Scotland contacted Regional Transport Partnerships seeking applications for any developed capital projects that could be delivered within their financial year but required funding to be submitted to them for consideration to support as a result of a small anticipated underspend within their £80 million Active Travel budget.

In partnership with member local authorities six projects were submitted with the following three projects were successful in being awarded additional funding by Transport Scotland, to be completed by 30th June 2019:

- Moray – Junction improvements in Dufftown to widen pavements, slow traffic, and create safer crossing places for pedestrians (up to £40,000).
- Outer Hebrides – Repairs to the footbridge connecting Lochmaddy with Sponish in North Uist (up to £40,000).
- Argyll & Bute – Creating a segregated foot/cycle path linking the Crinan Canal with the swimming pool in Lochgilphead (up to £200,000)

HITRANS Active Travel Officer is now working with colleagues in the respective Councils to support the delivery of these projects within the committed timescales.

Regional Active Travel Budget 2018/19

Following a successful joint application by Regional Transport Partnerships, The Regional Active Travel Fund sees funding granted to the RTPs through a small new allocation of the increased Active Travel funding announced in the Programme for Government channelled to the RTPs for streamlined delivery at a local / regional level.

The following projects are being taken forward under the TS Regional Active Travel Budget 2018/19:

- Bikes on Buses
Citylink/Stagecoach will retrofit bike racks within the luggage lockers on 21 buses serving the following routes:
 - X99 Inverness – Thurso/Scrabster
 - 916 Glasgow – Skye
 - 917 Inverness – Skye
 - 919 Inverness – Fort William
 - 961 Inverness – Ullapool

This will enable bicycles to be taken on public transport on a number of key corridors and to access ferry services to Orkney and the Outer Hebrides.

- **Cycle Parking at Transport Interchanges**
HITRANS will install sheltered bike parking at transport interchanges on the Orkney Islands. This will complement Orkney Islands Council's EST funding to supply e-bikes to the islands, facilitating sustainable travel choices.
- **Active Travel Masterplan Action Plan**
Minor works identified in the Masterplans will include:
 - Upgrading well used off-road route linking Aviemore Station and town centre with Dalfaber
- **Active Travel Design & Feasibility**
 - Moray – Fogwatt path design to provide safe segregated route along the A941
 - Orkney – Detailed design for an off-road route linking Kirkwall with the settlement at Carness
 - Orkney – Designs to improve accessibility in Kirkwall town centre
 - Inverness – Detailed design to improve the active travel route from Ardross Terrace to the Cathedral; this will link to the Infirmary Bridge AT improvements planned by Highland Council
 - Outer Hebrides – Design improvements for movement of pedestrians and cyclists moving between Stornoway centre and ferry terminal / bus station.

Regional Active Travel Budget 2019/20

Grant offer letters are being prepared by Transport Scotland; HITRANS has requested £267,000 to be split over similar project headings to 2018/19:

1. Bikes on Buses (£30,000 requested)
2. Cycle Parking at Transport Interchanges (£100,000 requested)
3. Active Travel Service Points (£15,000 requested)
4. Active Travel Masterplan Action Plan (£92,000 requested)
5. Active Travel Project Design (£30,000 requested)

Transport Scotland will pay 50% towards the costs of projects 1-4, with HITRANS finding the remaining 50%. Active Travel Project Design and Feasibility will be funded at 100% grant. More detail on the proposed projects is included in the Appendix to this report.

HITRANS / Sustrans Partnership Funding

The HITRANS Active Travel Officer is also managing the delivery of a number of projects as part of a partnership agreement with Sustrans that is also supported through Transport Scotland's Active Travel budget.

The following projects will be completed by the end of June under the allocation for 2018/19:

- AECOM have been appointed to undertake an update to Active Travel Masterplan for Fort William to incorporate recent developments; a consultant has been engaged to review the current audit, consider the impact of local policies, review baseline data, and carry out community engagement, site audits and review recommendations.
- Fort William Black Parks links; a consultant has been engaged to develop detailed designs for improving the active travel network in the Black Park area of Fort William, providing direct, largely traffic-free links between the town and neighbouring communities of Inverlochry and

Coul. The detailed proposals developed for this link and others in the area will then be taken to public consultation.

- Reprint of the updated Inverness Active Travel map.
- Final design and printing of Fort William Active Travel map following local feedback.

Within the 2019/20 budget (not yet confirmed), the following projects are proposed:

- Active Travel Maps for Dingwall, Stornoway and Aviemore.
- Active Travel Masterplan for Portree.
- Cordon counts in Inverness to compare data with that collected 2 years ago.

Recommendation

Members are asked to note this report.

Risk Register

RTS Delivery

Impact – Positive

Comment – This work supports both relevant RTS objectives and those of the Cycling Action Plan for Scotland.

Policy

Impact – Positive

Comment – This work supports the development of our Active Travel policies.

Financial

Impact – Positive

Comment – This work is supported by Transport Scotland's Regional Active Travel Grant Fund and Sustrans active travel partnership funding.

Equality

Impact – Positive

Comment – HITRANS support for active travel helps eliminate the barriers to travel for all and removes a number of physical accessibility barriers.

Report by: Vikki Trelfer
Designation: Active Travel Officer
Date: 11 April 2019

APPENDIX – Regional Active Travel Fund Proposals (HITRANS area) 2019/20

	Bikes on Buses	Cycle Parking
Project Summary	A pilot scheme to enable bikes to be carried on buses in rural areas where distance is a barrier to active travel, facilitating the ability to cycle the first/last mile of a journey where the longest distance is travelled by bus.	Instalment of cycle parking at transport terminals and interchanges; in particular at Inverness, Aviemore and Fort William, including bike docking stations.
Partner Lead	HITRANS	HITRANS
Delivery Milestones	<ul style="list-style-type: none"> - Engage bus operators through HITRANS regional bus forum; by end of Q1 - Identify & agree additional routes where bike rack, trailer and on-bus carriage opportunities exist and where operators are prepared to work in partnership with HITRANS and our partner councils; by end of Q2 - Source / procure on-bus bike solutions; by end of Q3 - Order bike racks from suppliers; by end of Q3 - Work with transport operator or appoint contractor to install bus racks; by end of Q4 - Update community planning partnerships on progress; by end of Q4 	<ul style="list-style-type: none"> - Agree site locations for shelters with key local stakeholders; by end of Q1 - Order cycle shelters/docks from suppliers; by end of Q2 - Appoint installation contractor for shelters/docks and groundworks; by end of Q2 - Deliver cycle shelters/docks to local authority depots or installation contractor yard; by end of Q4 - Install cycle shelters/docks at agreed sites; by end of Q4 - Update community planning partnerships on progress; by end of Q4
Project Outcomes	<p>The project will deliver bike carriage solutions on bus services across the Highlands and Islands and increase the availability of bike parking for first mile / last mile of journeys by bike to feed bus corridors.</p> <p>The project offers an opportunity to build on the pilot begun in 2018/19 and increase the range of sustainable travel, increasing the catchment area currently served by public transport through bike use for part of the journey.</p>	<p>The project will increase the availability of cycle parking at key transport interchanges and bus stops across the Highlands and Islands with a particular focus on the Strategic and Regional networks as set out in the HITRANS Regional Transport Strategy.</p>
Contribution to Scottish Govt. policies and targets	<p>Contributes to all five of the Scottish Government's Strategic Objectives making Scotland: Wealthier and fairer; Healthier; Safer and Stronger; Greener.</p> <p>Contributes across a range of Strategy priorities including- NTS, NWS, CAFS, CAP, Community Empowerment Act, Islands (Scotland) Act, NPF3, Fairer Scotland Duty, National Performance Framework, Health and Social Care Delivery Plan, Fairer Healthier Scotland 2017-22.</p> <p>Specific focus on CAPS Target 8, where HITRANS will work in partnership with key stakeholders, such as relevant bus operators, to improve active travel infrastructure for journeys, especially those to rural locations as this has been identified as a barrier for cycling in these areas. Furthermore, improved integration of active travel with other transport modes will also be sought to achieve an increased number of people participating in active travel.</p> <p>Secondary focus on CAPS Target 4, where a focus will be placed on developing HITRANS' active travel strategy to aid the achievement of improved infrastructure and increased active travel across the HITRANS region.</p>	<p>Contributes to all five of the Scottish Government's Strategic Objectives making Scotland: Wealthier and fairer; Healthier; Safer and Stronger; Greener.</p> <p>Contributes across a range of Strategy priorities including- NTS, NWS, CAFS, CAP, Community Empowerment Act, Islands (Scotland) Act, NPF3, Fairer Scotland Duty, National Performance Framework, Health and Social Care Delivery Plan, Fairer Healthier Scotland 2017-22.</p> <p>Specific focus on CAPS Target 8 where HITRANS will work in partnership with key stakeholders such as ScotRail and CalMac to improve active travel infrastructure on appropriate journeys and at specific locations, to improve integration of active travel with other modes.</p> <p>Secondary focus on CAPS Target 4, where a focus will be placed on developing HITRANS' active travel strategy to aid the achievement of improved infrastructure and increased active travel across the HITRANS region.</p> <p>Secondary focus on CAPS Target 11. Here, funding and</p>

	Secondary focus on CAPS Target 11. Here, funding and advice will be sought to increase the use of active travel and public transport services across the region HITRANS cover.		advice will be sought to increase the use of active travel and public transport services across the region HITRANS cover.	
Monitoring and Evaluation	KPIs will be set to monitor this intervention. These will seek to capture the impact the intervention has on: levels of walking and cycling in the local area; socio-economic benefits of the interventions; changed perception of walking and cycling (gathered through quantitative research).		KPIs will be set to monitor this intervention. These will seek to capture the impact the intervention has on: levels of walking and cycling in the local area; socio-economic benefits of the interventions; changed perception of walking and cycling (gathered through quantitative research). Cycle and pedestrian counters will be purchased to support the quantification of results.	
Reporting	A quarterly report will be prepared for the HITRANS Partnership Board with intermediate reporting on the same frequency to the Partnership Advisors Group (comprising senior officers at partner agencies) and annually to the Active Travel Advisory Group. This latter annual report will form the basis of year end reporting to Transport Scotland. The quarterly reports will also be shared with Transport Scotland.		A quarterly report will be prepared for the HITRANS Partnership Board with intermediate reporting on the same frequency to the Partnership Advisors Group (comprising senior officers at partner agencies) and annually to the Active Travel Advisory Group. This latter annual report will form the basis of year end reporting to Transport Scotland. The quarterly reports will also be shared with Transport Scotland.	
Risks and mitigation	<p>Risks:</p> <p>Timescale for ordering equipment will have a degree of rigidity so funding approval delays may impact on this.</p> <p>Agreement on infrastructure locations must be reached and local stakeholders / communities / should have a voice in this process.</p> <p>Agreement of bus operators on routes where on-bus systems can be introduced.</p>	<p>Mitigation:</p> <p>HITRANS will provide project management support to local delivery partners.</p> <p>HITRANS will engage our community planning partners in each of the five CPPs to ensure views from key local statutory bodies has been considered.</p> <p>HITRANS will utilise existing stakeholder engagement platforms for passenger transport services to engage operators and local authorities to agree routes where bike carriage solutions can be introduced.</p> <p>Local authority lead officers will be agreed with each local delivery partner.</p> <p>HITRANS will work closely with the local authority delivery project manager and bus operators to agree delivery processes as soon as funding is approved.</p>	<p>Risks:</p> <p>Timescale for ordering shelters and docking stations, delivering to local delivery partners will be fixed so funding approval delays may impact on this.</p> <p>Agreement on Cycle Shelter and docking station locations must be reached and local stakeholders / communities / should have a voice in this process.</p>	<p>Mitigation:</p> <p>HITRANS will provide project management support to local delivery partners.</p> <p>HITRANS will engage our community planning partners in each of the five CPPs to ensure views from key local statutory bodies has been considered.</p> <p>Local authority lead officers will be agreed with each local delivery partner.</p> <p>HITRANS will work closely with the local authority delivery project manager to agree delivery processes as soon as funding is approved.</p> <p>Framework contracts for the supply of cycle shelters/docking stations will be utilised to speed up the procurement process.</p> <p>Local authority framework works contractors will be used for the installations or in the absence of any such contractors HITRANS will make arrangements.</p>
Breakdown of costs	Bike carriage systems on key regional bus corridors in line with the Regional Transport Strategy horizontal theme corridors for bus service investment and improvement, and bike interchanges on Strategic bus routes / corridors.		Bike docking stations in Inverness, Aviemore and Fort William, Cycle Shelters with stands at additional locations.	
Total Cost of project	£30,000		£100,000	

	Active Travel Service Points	Active Travel Master Plan Action Plans
Project Summary	Active travel information service point hubs.	Minor works to carry out priority interventions identified in the HITRANS Active Travel Masterplans for settlements across the HITRANS area, to remove barriers to utility active travel.
Partner Lead	HITRANS	HITRANS five partner Councils
- Delivery Milestones	<ul style="list-style-type: none"> - Agree site locations for information points with local stakeholders, including facility managers; by end Q2 - Order display boards and other information hub equipment; by end of Q3 - Appoint installation contractors; by end of Q3 - Deliver equipment to local authority depots or installation contractor yard; by end of Q4 - Complete installation process; by end of Q4 - Update Highlands & Islands Transport Co-ordinating Officers Group on progress; by end of Q4 	<ul style="list-style-type: none"> - Agree delivery programme with HITRANS Partnership Advisors Group; by end of Q1 - Deliver interventions at each of the 13 Regional Centres covered by the Active Travel Masterplans; by end of Q4 - Keep each community planning partnership updated on progress; by end of Q4
Project Outcomes	The project will improve the availability of information on active travel opportunities tailored to the local area, and offer a bespoke information resource to foster active and sustainable travel choices by local residents and visitors; the priority locations receive a high volume of visitors each year.	The project will deliver a focussed programme to remove barriers to active travel identified in each of the 13 main regional centres all of which are covered by a HITRANS Active Travel Masterplan. The programme of interventions has already been agreed with partner Councils and this funding stream will enable the programmes to be delivered on an accelerated basis.
Contribution to Scottish Govt. policies and targets	<p>Contributes to all five of the Scottish Government's Strategic Objectives making Scotland: Wealthier and fairer; Healthier; Safer and Stronger; Greener.</p> <p>Contributes across a range of Strategy priorities including- NTS, NWS, CAFS, CAP, Community Empowerment Act, Islands (Scotland) Act, NPF3, Fairer Scotland Duty, National Performance Framework, Health and Social Care Delivery Plan, Fairer Healthier Scotland 2017-22.</p> <p>Specific focus on CAPS Target 8 focus to improve integration with public transport through partnership working with local stakeholders to improve integration of active travel with other modes and increase awareness of active travel opportunities within local communities.</p> <p>Secondary focus on CAPS Target 4, where a focus will be placed on developing HITRANS' active travel strategy to aid the achievement of improved infrastructure and increased active travel across the HITRANS region.</p> <p>Secondary focus on CAPS Target 11. Here, funding and advice will be sought to increase the use of active travel and public transport services across the region HITRANS cover.</p>	<p>Contributes to all five of the Scottish Government's Strategic Objectives making Scotland: Wealthier and fairer; Healthier; Safer and Stronger; Greener.</p> <p>Contributes across a range of Strategy priorities including- NTS, NWS, CAFS, CAP, Community Empowerment Act, Islands (Scotland) Act, NPF3, Fairer Scotland Duty, National Performance Framework, Health and Social Care Delivery Plan, Fairer Healthier Scotland 2017-22.</p> <p>Specific focus on CAPS Target 8, where HITRANS will work in partnership with key stakeholders to improve active travel infrastructure at specific locations. Furthermore, improved integration of active travel with other transport modes will also be sought to achieve an increased number of people participating in active travel.</p> <p>Secondary focus on CAPS Target 4, where a focus will be placed on developing HITRANS' active travel strategy to aid the achievement of improved infrastructure and increased active travel across the HITRANS region.</p> <p>Secondary focus on CAPS Target 11. Here, funding and advice will be sought to increase the use of active travel and public transport services across the region HITRANS cover.</p>
Monitoring and Evaluation	KPIs will be set to monitor this intervention. These will seek to capture the impact the intervention has	KPIs will be set to monitor this intervention. These will seek to capture the impact the intervention has

	on: levels of walking and cycling in the local area; socio-economic benefits of the interventions; changed perception of walking and cycling (gathered through quantitative research).	on: levels of walking and cycling in the local area; socio-economic benefits of the interventions; changed perception of walking and cycling (gathered through quantitative research).		
Reporting	A quarterly report will be prepared for the HITRANS Partnership Board with intermediate reporting on the same frequency to the Partnership Advisors Group (comprising senior officers at partner agencies) and annually to the Active Travel Advisory Group. This latter annual report will form the basis of year end reporting to Transport Scotland. The quarterly reports will also be shared with Transport Scotland.	A quarterly report will be prepared for the HITRANS Partnership Board with intermediate reporting on the same frequency to the Partnership Advisors Group (comprising senior officers at partner agencies) and annually to the Active Travel Advisory Group. This latter annual report will form the basis of year end reporting to Transport Scotland. The quarterly reports will also be shared with Transport Scotland.		
Risks and mitigation	<p>Risks:</p> <p>Timescale for ordering equipment will have a degree of rigidity so funding approval delays may impact on this.</p> <p>Agreement on Information Hub locations must be reached and local stakeholders / communities should have a voice in this process.</p>	<p>Mitigation:</p> <p>HITRANS will provide project management support to local delivery partners.</p> <p>HITRANS will engage our community planning partners in each of the five CPPs to ensure views from key local statutory bodies has been considered.</p> <p>Local authority lead officers will be agreed with each local delivery partner.</p> <p>HITRANS will work closely with the local authority delivery project manager to agree delivery processes as soon as funding is approved.</p>	<p>Risks:</p> <p>Timescale for delivering these programmes of minor civil engineering works will require planning and delivery so any delay in confirmation of funding could impact upon this.</p>	<p>Mitigation:</p> <p>HITRANS will provide project management support to local delivery partners.</p> <p>HITRANS will work closely with the local authority delivery project manager to agree delivery processes as soon as funding is approved.</p>
Breakdown of costs	Active Travel Hub Information Service Points at staffed transport interchanges (ferry terminals, airports, bus and rail stations). These points will include large self service kiosk displays at larger interchanges and will reduce to information display boards and racks at other / unstaffed locations. New display materials will be produced and these will be tailored to each location.	The project use the priority interventions listed in the masterplans to guide investment and will focus on multiple small works projects within the 13 largest settlements in the Highlands and Islands. This will be on a rolling basis of work to achieve as much as possible across all 13 settlements. The detail of interventions that can be made are captured within the Active Travel Masterplans which have been prepared with reference to the HITRANS Active Travel Advisory Group, which has provided meaningful engagement with local authorities and cyclist representative organisations.		
Total Cost of project	£15,000	£92,000		

	Active Travel Project Design
Project Summary	Design and appraisal work to support Regional Active Travel Fund programme, particularly detailed design of the small works programme to support the delivery of the Active Travel Masterplan Action Plan. (100% funding)
Partner Lead	HITRANS five partner councils
Delivery Milestones	- Agree projects for detailed design work with Partnership Advisors; by end of Q2

	<ul style="list-style-type: none"> - Deliver design work through framework consultants; by end of Q4 - Keep each community planning partnership updated on progress; by end of Q4 	
Project Outcomes	The design and feasibility service will provide support to Councils to design the detailed interventions that will be made in delivering on the Regional Active Travel Masterplan Action Plan.	
Contribution to Scottish Govt. policies and targets		
Monitoring and Evaluation	A quarterly report will be prepared for the HITRANS Partnership Board with intermediate reporting on the same frequency to the Partnership Advisors Group (comprising senior officers at partner agencies) and annually to the Active Travel Advisory Group. This latter annual report will form the basis of year end reporting to Transport Scotland. The quarterly reports will also be shared with Transport Scotland.	
Reporting	KPIs will be set to monitor this intervention. These will seek to capture the impact the intervention has on: levels of walking and cycling in the local area; socio-economic benefits of the interventions; changed perception of walking and cycling (gathered through quantitative research).	
Risks and mitigation	<p>Risks:</p> <p>Timescale for delivering these programmes of minor civil engineering works will require planning and delivery so any delay in confirmation of funding could impact upon this.</p>	<p>Mitigation:</p> <p>HITRANS will provide project management support to local delivery partners.</p> <p>HITRANS will engage our community planning partners in each of the five CPPs to ensure views from key local statutory bodies has been considered.</p> <p>Local authority lead officers will be agreed with each local delivery partner at HITRANS Partnership Advisors meeting which will ensure senior management buy in from Councils.</p> <p>HITRANS will utilise a framework contract to appoint consultants to keep the procurement process timescale to a minimum.</p>
Breakdown of costs	The budget will be entirely for design and feasibility support on the detailed programme of works to be agreed under the complementary budget programme for delivery of the Regional Active Travel Masterplan Action Plan. This will be the only aspect of the HITRANS programme of works to be funded through a Regional Active Travel Fund that will seek the full cost to be borne by the Regional Active Travel Fund.	
Total Cost of project	£30,000 (100% funding)	