

Title:	Central Bedfordshire Local Transport Plan
Date:	12 January 2022
Subject:	Request for schemes - LTP Integrated Programme - Rural Match Funding 2022/23 to 2023/24
Summary:	<p>Town and Parish councils are invited to submit <u>two</u> small-scale highway improvement proposals for consideration.</p> <p>Proposals will be reviewed and ranked. The highest scoring schemes will be included in the Integrated Schemes Programme of Works for the following financial years: 2022-23 and 2023-24 (dependant on delivery timescales of each scheme).</p> <p>Funding for selected schemes will draw on the funding allocated within the Highways Programme for Rural Match Funded schemes.</p>
Overview	
1.	<p>This note forms a guide to Town and Parish Councils seeking to secure funding from Central Bedfordshire Council for up to two small-scale highway related improvement schemes.</p> <p>Completed application forms should be returned to Central Bedfordshire Council by Friday 8 April 2022 via the following Inbox:</p> <p>HighwayImprovementSchemes@centralbedfordshire.gov.uk</p>
What is the Local Transport Plan?	
2.	<p>The Local Transport Plan (LTP) sets out a long-term framework for investment in transport across Central Bedfordshire. It establishes a strategic approach to deal with key transport issues, a series of objectives, and broad areas of intervention where schemes are identified, and improvements made to the transport network.</p>
What is the “Rural Match Fund”?	
3.	<p>The Rural Match Fund is a mechanism through which local Town and Parish Councils can request small-scale improvements to the highway in their area.</p>
4.	<p>Towns and Parishes may submit up to <u>two</u> scheme requests. There is a requirement for a 50% contribution towards each scheme cost.</p>
5.	<p>All proposals will be assessed using a matrix scoring-based approach, taking account of available evidence on traffic speeds, flows and collisions, if applicable.</p>
6.	<p>Please note that the issues below are considered unsuitable and do not form part of the RMF:</p> <ul style="list-style-type: none"> • Parking restrictions (a holistic approach should be maintained) • Speed limit change (high level of risk to delivery through RMF) • Pedestrian Crossings (outside of RMF funding envelope) • Weight limit change (high level of risk to delivery through RMF) • Junction re-design (outside of RMF funding envelope)

	<ul style="list-style-type: none"> • Maintenance issues (Revenue function managed through Maintenance team) • Street Lighting (outside of RMF funding envelope)
What are the benefits of the fund?	
7.	<p>The ring-fenced funding for small-scale improvement schemes operated by Central Bedfordshire Council benefits Town and Parish councils by:</p> <ul style="list-style-type: none"> • Offering the opportunity to secure funding for local schemes that may not otherwise have been prioritised • Delivering positive outcomes for local communities
How much is provided to Town and Parish Councils through the fund?	
8.	The Rural Match Fund forms a significant percentage of Central Bedfordshire Council's allocation of the Integrated Transport Budget which underpins the Local Transport Plan.
9.	Each scheme will involve a maximum spend of no more than £25,000, with costs matched by each Authority, to a maximum of £12,500 each (50/50 split of total costs). You will not receive the final invoice until the works have taken place.
10.	<p>Town and Parish Councils will be requested to pay 50% of the costs in advance for any design work (if required) if a submission is accepted.</p> <p>A meeting will be held with respective Councils prior to any design work (if required) to ensure a greater understanding and acceptance in principle of the likely solution to be designed.</p>
11.	Section 106 Agreements can only be spent to resolve matters detailed in a specific legal S106 agreement and will not form part of the RMF.
How does the scheme work?	
12.	Schemes are typically designed in one year and constructed in the subsequent year. The budget in any one year includes both the cost of schemes in design and those in construction.
13.	We may contact you to obtain further information about your scheme. A meeting or site visit may be arranged to discuss your scheme in more detail.
14.	The Traffic Management team can deliver some smaller-scale schemes without the need for statutory consultation or detailed design. Schemes that require this additional work may not be delivered until 2024.
15.	<p>For any small-scale speed related submissions, Town and Parish Councils should provide details of the speeding issue they wish to address, rather than specifying a solution, unless they wish to directly request a SID which meets the criteria set in the SID guidance document.</p> <p>Survey work must demonstrate that there is an identifiable problem before further consideration is given. If a problem is identified, an appropriate design solution will be determined by an experienced Highways engineer.</p> <p>The costs associated with any speed survey works for successful schemes will be split 50/50 and included within the final invoice once the scheme has been delivered.</p>

How will schemes be assessed and prioritised?	
16.	Projects which clearly demonstrate local need will be prioritised. Requests will be assessed in respect of policy compliance, affordability, stakeholder support, tangible benefits to communities, environment enhancement, deliverability, and value for money. Supporting evidence will be taken into consideration.
How much do different schemes cost?	
17.	Please refer to Appendix B for indicative costs for various schemes. It is important to note that this example list is not exhaustive, and costs are provided with the caveat that we are not able to confirm final costs until a detailed assessment has been completed. Design costs can vary dependant of the type of scheme being considered but can cost more than £5000.
Which authorities can submit a request?	
18.	The RMF programme is open to all Towns and Parishes, though priority will be given to rural areas for the following reasons: <ul style="list-style-type: none"> • Most Local Transport Plan funding flows to urban areas. • The small-scale nature of requirements in rural areas often means that schemes do not score highly through existing scheme prioritisation processes and are less likely to secure funding through typical mainstream allocations.
Closing date for applications	
19.	We welcome requests from town and parishes up to Friday 8 April 2022 . Requests should be made using the application form in Appendix A and emailed to: HighwayImprovementSchemes@centralbedfordshire.gov.uk
Is there assistance to help authorities understand what schemes are likely to be successful?	
20.	If you require additional guidance prior to submission, please contact us on: HighwayImprovementSchemes@centralbedfordshire.gov.uk
Notification of Successful Requests	
21.	Every Town and Parish Council will be notified of the outcome of their application by June 2022. This date may be subject the change, however we will inform Councils if there are any delays.
22.	If we accept your submission for RMF, we will make a conditional offer. This offer will detail the funding we will award, along with any conditions attached. The conditional offer will be subject to you achieving other sources of funding (50% split cost).

Appendix A: Application Form

Council:	Name of town or parish
Scheme location:	Location of scheme proposal (please provide a map if possible)
Priority 1:	Describe the opportunity or issue
Priority 2:	Describe the opportunity or issue
Contact:	Name Email address Contact phone number
Supporting statement	In no more than 200 words, please explain why the above opportunities or issues would be beneficial to the Town/Parish, demonstrating the local need.

Appendix B: Examples of some Highway improvement schemes (indicative costs only)

Type of scheme	Description and some indicative costs
Gateways for Villages or Towns	<ul style="list-style-type: none"> • Create 'a sense of place' when drivers enter a Parish or Town. • Costs can vary significantly and can exceed £25,000 when physical measures are included, falling outside the scope of RMF. • Minimum costs for gates with signage and planters would be approx. £12,000 without physical measures
Benches and Planters	<ul style="list-style-type: none"> • Typical bench can cost approx. £1000 • Should be at least 450mm back from kerb line and should maintain 1.6m footpath width when placed on footway • Should not be in locations where cars are prone to leave carriageway • Avoid materials like stone or cast iron, as they can break on impact and be thrown like projectiles
Tree / shrub / bulb / seed planting	<ul style="list-style-type: none"> • Costs very dependent on scheme size and any required accommodation works (i.e., excavation) • For instance, a roadside verge wildflower habitat creation project would likely cost up to the maximum £25,000
Bollards	<ul style="list-style-type: none"> • Installation of 4 wooden bollards approx. £1500 • Costs are dependent on location and type of bollard provided • Bollards should be in keeping with local environment
Safety railings	<ul style="list-style-type: none"> • Example scheme of 6 metres in length cost approx. £1500
Cycle parking	<ul style="list-style-type: none"> • Costs are dependent on scheme size and any required accommodation works (i.e., excavation) • An example cycle hanger cost £12,500 to purchase and install
Dropped kerbs	<ul style="list-style-type: none"> • To improve accessibility for pedestrians, including people with mobility issues • A pair of dropped kerbs each side of the road can cost approx. £5000 • Costs depend on the traffic management required
Multi-modal transport	<ul style="list-style-type: none"> • To promote walking, cycling, public transport facilities • Costs can vary dependant on nature of the scheme
New footways	<ul style="list-style-type: none"> • Footway construction approx. £150 per square metre • Drainage, utility diversion, traffic management and lighting requirements involve significant additional costs
Speed Indicator Devices	<ul style="list-style-type: none"> • Approximately £5000 each (dependant on location / excavation etc.). • Please refer to the SID guidance document for further information
Warning signs	<ul style="list-style-type: none"> • Estimated approx. £200 for a new post and sign only (without traffic management) • Must be in line with Regulations • Total costs depend on the traffic management required
Slow road Markings	<ul style="list-style-type: none"> • £800 minimum charge, not including Traffic management costs • Must be in line with Regulations • Total costs depend on the traffic management required
Dragon's teeth	<ul style="list-style-type: none"> • At gateways to give effect of road narrowing • £800 minimum charge, not including Traffic management costs • Must be in line with Regulations • Total costs depend on the traffic management required

Appendix C: Key contact

Jenny Goddard

Senior Highways Officer

Traffic Management team

Email: HighwayImprovementSchemes@centralbedfordshire.gov.uk

Central Bedfordshire Council

Priory House, Monks Walk, Chicksands, Shefford, Bedfordshire, SG17 5TQ