

North Yorkshire Council

Environment Directorate

Executive Members

25 August 2023

New Local Transport Plan Update

Report of the Assistant Director – Highways & Transportation, Parking Services, Street Scene, Parks and Grounds

1.0 PURPOSE OF REPORT

- 1.1 To update the Corporate Director of Environment and Executive Member for Highways and Transportation on the progress developing the new Local Transport Plan, including engagement, and
- 1.2 To seek approval of the proposed governance structure.

2.0 SUMMARY

- 2.1 The Local Transport Plan (LTP) is the Council's key strategy document for highways and transportation and sets out the policy and delivery plan for transport, including highways. The requirement for Local Transport Authorities (LTAs) to have an up to date LTP was set out in the Local Transport Act 2000. To date, the Council has written and adopted four LTPs, with the latest plan being written and adopted in 2016.
- 2.2 This report sets out the progress that has been made to date on developing a new plan, and also the approach that officers are recommending with regards to the governance structure for development of the plan.

3.0 BACKGROUND

- 3.1 The Department for Transport (DfT) advised in 2022 that due to changes in transport policy and the wider world that they would expect all LTAs to have a new LTP in place by the end of the current Parliament. Officers have been working on preparing to write the LTP since this announcement was made and this report details the activities undertaken thus far.

4.0 REQUIREMENT FOR A NEW LOCAL TRANSPORT PLAN

- 4.1 The DfT set out in 2022 that all LTAs should have a new, or recently revised LTP in place by the end of the current Parliament. They also advised that they would be issuing new LTP guidance to all authorities. DfT civil servants have run several seminars setting out very high-level information on the likely direction of the new LTPs, but to date, formal draft guidance is yet to be received. At the time of writing, officers expect that the guidance may be received towards the end of the parliamentary summer recess.
- 4.2 The LTP is a significant and substantial policy document, part of the Council's policy framework, which should set out the LTA's vision for transport in their area, and how that vision will be achieved. It should also look back at the previous plan period, review delivery under that plan and set out lessons learned from the process.

- 4.3 In order to set a vision for the new LTP, the DfT strongly recommends an initial period of public engagement, and then ongoing involvement of members and key stakeholders throughout the development of the plan to determine priorities and key themes for investment. It is also expected that formal consultation on the draft LTP takes place before the plan is finalised.
- 4.4 In order to facilitate that engagement, officers from Transport Planning and the Council's Communications Unit have been working together to devise a public engagement exercise using the Commonplace engagement platform. This initial public engagement, which has recently concluded, sought to understand how the public feel about the existing transport network, their concerns related to transport, and what they would wish to see delivered in the future under the new LTP.
- 4.5 In addition to the initial engagement, which as well as an online facility also offered opportunities for paper-based responses and face to face engagement, officers have recently launched stakeholder engagement, have completed an initial round of Member engagement, and by the date of this meeting, will have completed engagement with staff from across the authority.
- 4.6 As noted above in section 4.3 the DfT in dialogue thus far with LTAs has stressed the importance of LTPs being developed collaboratively, with involvement in the plan extending beyond traditional public engagement. To achieve this, officers recognise the importance of a governance structure which ensures collaboration and stakeholder engagement as the plan is developed.
- 4.7 On that basis a governance structure has been developed, which allows regular input from a variety of key groups outside of the core project team. It also allows challenge and scrutiny throughout the LTP's creation.
- 4.8 A proposed structure chart for the governance of the LTP development is attached at appendix A and the suggested membership of the governance structure is contained in Appendix B.
- 4.9 It is recommended that the LTP Board meets monthly, with the groups feeding into it preparing updates at the same frequency.
- 4.10 With the inclusion of the LTP Steering Panel this provides a mechanism to inform and seek the views of the Corporate Director for Environment and the Executive Member for Highways and Transportation on the progress of the development of the LTP on an ongoing basis.

5.0 MAYORAL COMBINED AUTHORITY

- 5.1 The Local Transport Plan is one of the documents that will become the responsibility of the combined authority Mayor, as part of the York and North Yorkshire devolution deal. In view of that, officers from this authority are working with colleagues at City of York Council to ensure that where possible, policy approaches are explored jointly and that economies of scale that may be achieved by joint commissioning of study briefs or research are exploited. Officials from DfT have confirmed in an engagement session held earlier this month that both councils should try and co-produce the LTP as far as they can.
- 5.2 To ensure that the DfT's current projected timescales for the development of the new LTP are met, officers are working to develop a high level LTP strategy that is ready in draft format for the election of the Mayor. In view of the guidance from DfT not having been issued to date, there is an element of risk in adopting this approach, but on balance it is considered that being proactive in preparing for the guidance is sensible, due to the significant work involved in developing an LTP.

6.0 PROGRESS TO DATE

- 6.1 As set out in section 4, officers' efforts to date have mainly been focussed on development of an engagement plan for both the public and stakeholders and then undertaking the planned engagement, developing a governance structure and working with our framework consultants WSP, to commission the required baseline studies and research.
- 6.2 Public engagement for the new LTP, under the 'Let's Talk: Transport' brand launched on 22 May 2023 and concluded on 17 July 2023. Analysis is underway and initial figures suggest that more than 4,500 survey responses have been received.
- 6.3 In addition to the online survey paper-based options, including translations, braille and easy read versions, were also available. Further, officers attended 18 public events across the county which varied in type, but included markets, coffee mornings, older people's meetings and youth groups with a view to encouraging completion of the survey, but also to offering opportunities for discussion with NYC officers. Around 250 conversations were held through these events.
- 6.4 A first round of elected member discussion sessions have now taken place on an area constituency committee (ACC) basis. These sessions, which have been held informally between members and officers, provided information on the LTP process, and then offered opportunity for debate and sharing of views. Officers are planning to hold further sessions with members as the plan moves forward and at key stages in its development.
- 6.5 Stakeholder engagement has recently launched, with stakeholders being contacted initially by email and invited to complete an online survey. Approximately 750 emails were sent out to stakeholders, including around 500 to parish, town and city councils. The YNYLEP have also issued the invitation to participate in the stakeholder engagement through their own existing channels.
- 6.6 Stakeholders have also been offered other opportunities for participation including a stakeholder working group, which like the member discussion sessions noted in 6.4 above, would help to influence the development of the new LTP. Officers are also exploring the potential for thematic stakeholder groups to help guide the development of the plan. It is envisaged that stakeholder engagement will continue throughout the development of the plan, and beyond that as we move into the new LTP delivery phase.
- 6.7 Staff engagement, including a staff in person event, and a staff webinar are planned for mid to late August and will allow officers working in the highways and transportation directorate, alongside colleagues from other teams to input into the process.
- 6.8 Transport Planning officers have met with colleagues in Legal and Democratic Services, to explore the implications of the MCA development on decision making under the proposed governance arrangement and will update on this as and when details are finalised.

7.0 CONTRIBUTION TO COUNCIL PRIORITIES

- 7.1 The Local Transport Plan is a key policy document for the Council and forms part of the Council's policy framework. The government expects that all LTAs have a new LTP in place by the end of the current parliament. Whilst the LTP is primarily a transport planning policy and investment strategy, the LTP is required to have significant links with other key national and local agendas, particularly around place, health and wellbeing, the economy and the environment and carbon reduction. Advice so far from the DfT has also been that they expect LTPs to be informed and influenced by relevant Local Plans within the LTA area.

8.0 ALTERNATIVE OPTIONS CONSIDERED

- 8.1 This report sets out the progress that has been made thus far in developing a new LTP and the suggested approach for governance during the development of the Plan. A report was brought to this meeting in July 2022 setting out the alternative options for development of a revised, or refreshed LTP. However, it was recommended and accepted that in view of the significant revision that would be required of our existing LTP, it is more appropriate to write a new plan which reflects the many changes that have taken place since then.

9.0 IMPACT ON OTHER SERVICES/ORGANISATIONS

- 9.1 Officers are working with key stakeholders to ensure that relevant impacts and opportunities are considered.

10.0 FINANCIAL IMPLICATIONS

- 10.1 Development of the LTP is a core function of the Council and a statutory duty. Where additional funding is required beyond existing budgets, it will be reported through the appropriate channels. In 2022, the DfT granted capacity funding of £178,570 to the council to support development of a new LTP by the end of this parliament. Currently no additional funding is expected to be required.

11.0 LEGAL IMPLICATIONS

- 11.1 There are no specific legal implications arising from this report, however, Transport Planning officers are liaising with officers in Legal and Democratic services on the development of a governance structure for the LTP, in the context of the Mayoral Combined Authority. The requirement to have an up-to-date LTP is set out in the Transport Act 2000. Therefore, the governance structure appended to this report has been developed to the best of our understanding at the present time.

12.0 EQUALITIES IMPLICATIONS

- 12.1 There are no equalities implication arising from this report. A full EIA will be undertaken as part of the Local Transport Plan itself. See Appendix C

13.0 CLIMATE CHANGE IMPLICATIONS

- 13.1 There are no climate change implications arising from this report. However, the LTP itself will have a focus on climate change and the environment, and officers from Transport Planning are liaising with relevant colleagues as part of the development of the new plan. A full strategic environmental impact assessment will also be undertaken as part of the new LTP. See Appendix D.

14.0 REASONS FOR RECOMMENDATIONS

- 14.1 So that the Corporate Director, Environment and the Executive Member of Highways and Transportation are aware of the latest progress on the development of the LTP.
- 14.2 So that the Corporate Director, Environment, in consultation with the Executive Member for Highways and Transportation, can consider and make comments on the proposed governance structure for the LTP development before its adoption.

15.0 RECOMMENDATIONS

- 15.1 It is recommended that the Corporate Director of Environment, in consultation with the Executive Member for Highways and Transportation:
- i. notes the content of this report and
 - ii. considers and agrees to the adoption of the attached LTP development governance structure.

APPENDICES:

Appendix A – Governance structure chart
Appendix B – Governance structure suggested membership
Appendix C – Equalities Impact Assessment screening form
Appendix D – Climate Change Impact assessment screening form

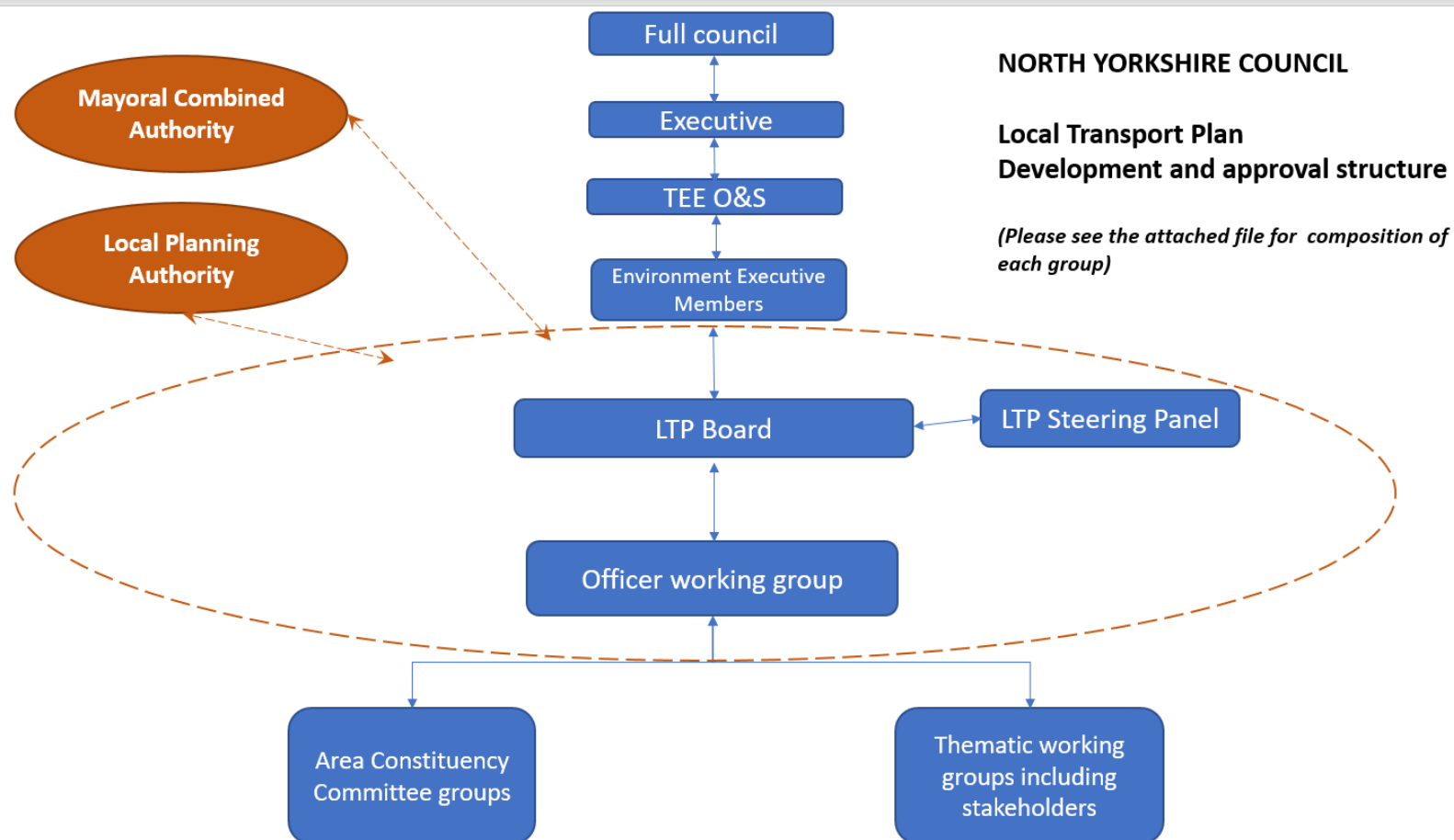
BACKGROUND DOCUMENTS: None.

BARRIE MASON

Assistant Director – Highways & Transportation
County Hall
Northallerton

Report Author – Rebecca Gibson, Senior Transport Planning Officer
Presenter of Report – Louise Neale, Transport Planning Team Leader

Note: Members are invited to contact the author in advance of the meeting with any detailed queries or questions.



OFFICIAL

Governance Structure for LTP

LTP Board

Name	Organisation	Role	Project Responsibility
Barrie Mason	NYC	Assistant Director Highways & Transportation	Senior Responsible Officer
Allan McVeigh	NYC	Head of Network Strategy	Strategy lead
Louise Neale	NYC	Transport Planning Team Lead	Project management
Rebecca Gibson	NYC	Senior Transport Planning Officer	Project management and development
David Hern	NYC/CYC	Regional Transport Officer	Regional
Paul Thompson	NYC	AD Transport	IPT
Trevor Watson	NYC	AD Planning	Land use
Michael Leah	NYC	AD Environmental Services and Climate Change	Environment and Climate Oversight of SEA and QCR
National Park Planning Authorities	YDNPA and NYMNPA	Chris France?? Peter Stockton??	Integration with NPA management plans and visions.
Vicki Dixon	NYC	Assistant Director Strategic Resource	Finance
Rachel Richards	NYC	Public Health	Public health
Alison Clarke/Vanessa Glover	NYC	Comms	Comms
James Gilroy	NYC	Highways Asset Management Team Leader	HAM
Emily Mellalieu	NYC	DM and Flood team leader	Highways DC and flood input
Jos Holmes	NYC	Climate change officer	Climate Change
Dave Caulfield	NYC	Ec Development, Regen, Tourism and Skills	Economic Development and Regen
Jo Ireland`	NYC	AD Culture, Arts and Leisure	Access to leisure/movement strategy/active places
Julian Ridge	CYC	Transport Planning Manager	City of York Council
James Farrar	LEP	Local Economic Partnership Manager	LEP
Andrew Leeming	LEP	LEP	LEP
MCA team as they are recruited	MCA		MCA readiness

LTP Steering Panel

Name
Cllr Keane Duncan
Karl Battersby
Barrie Mason

Officer Working group (NYCC and CYC officers)

Name			
Allan McVeigh			
Louise Neale			
Rebecca Gibson			
James Gilroy/Street Lights/Bridges			
Highway Ops Rep?			
David Hern			
Julian Ridge	CYC		
Sam Raine/IPT rep			
Graham North			

Thematic working groups (stakeholders and officers)

Statutory stakeholders

Bus operators			
Bus enhanced partnerships			
National Highways			
Subnational Transport bodies			
Planning authorities (national parks)			
PT User groups			
Rail ops			
York and NY Road safety partnership			
Active Travel England			

Initial equality impact assessment screening form			
This form records an equality screening process to determine the relevance of equality to a proposal, and a decision whether or not a full EIA would be appropriate or proportionate.			
Directorate		ENVIRONMENT	
Service area		Network Strategy	
Proposal being screened		REPORT TO EXEC MEMBERS: NEW LOCAL TRANSPORT PLAN UPDATE.	
Officer(s) carrying out screening		Rebecca Gibson	
What are you proposing to do?		The report updates the Executive Member on progress on developing the new Local Transport Plan, including engagement and governance work streams.	
Why are you proposing this? What are the desired outcomes?		We are in the process of re-writing our Local Transport Plan, to meet the government's requirements of having a new, or revised, LTP in place by the end of this parliament.	
Does the proposal involve a significant commitment or removal of resources? Please give details.		Yes, rewriting the LTP is a significant piece of work, which will require staff and consultant support. However, it is also one of the key tasks of the Transport Planning team.	
Impact on people with any of the following protected characteristics as defined by the Equality Act 2010, or NYCC's additional agreed characteristics As part of this assessment, please consider the following questions: <ul style="list-style-type: none"> • To what extent is this service used by particular groups of people with protected characteristics? • Does the proposal relate to functions that previous consultation has identified as important? • Do different groups have different needs or experiences in the area the proposal relates to? <p>If for any characteristic it is considered that there is likely to be an adverse impact or you have ticked 'Don't know/no info available', then a full EIA should be carried out where this is proportionate. You are advised to speak to your Equality rep for advice if you are in any doubt.</p>			
Protected characteristic	Potential for adverse impact		Don't know/No info available
	No	Yes	
Age	x		
Disability	x		
Sex	x		
Race	x		
Sexual orientation	x		
Gender reassignment	x		
Religion or belief	x		
Pregnancy or maternity	x		
Marriage or civil partnership	x		
NYCC additional characteristics			
People in rural areas	x		
People on a low income	x		
Carer (unpaid family or friend)	x		
Does the proposal relate to an area where there are known inequalities/probable	The proposal to develop a new LTP and consult on it, will be specifically focussed on ensuring equitable		

impacts (e.g. disabled people's access to public transport)? Please give details.	engagement in developing the plan, and then in developing the measures that flow from it.			
Will the proposal have a significant effect on how other organisations operate? (e.g. partners, funding criteria, etc.). Do any of these organisations support people with protected characteristics? Please explain why you have reached this conclusion.	It is unlikely to do so, under the current legislative framework.			
Decision (Please tick one option)	EIA not relevant or proportionate:	<input checked="" type="checkbox"/>	Continue to full EIA:	<input type="checkbox"/>
Reason for decision	This screening relates to a report on progress, and to our Executive Member. A full EIA will be undertaken as part of the development of the LTP.			
Signed (Assistant Director or equivalent)	Barrie Mason			
Date	15.06.23			

Climate change impact assessment

The purpose of this assessment is to help us understand the likely impacts of our decisions on the environment of North Yorkshire and on our aspiration to achieve net carbon neutrality by 2030, or as close to that date as possible. The intention is to mitigate negative effects and identify projects which will have positive effects.

This document should be completed in consultation with the supporting guidance. The final document will be published as part of the decision making process and should be written in Plain English.

If you have any additional queries which are not covered by the guidance please email climatechange@northyorks.gov.uk

Please note: You may not need to undertake this assessment if your proposal will be subject to any of the following:

Planning Permission
Environmental Impact Assessment
Strategic Environmental Assessment

However, you will still need to summarise your findings in in the summary section of the form below.

Please contact climatechange@northyorks.gov.uk for advice.

Title of proposal	REPORT TO ENVIRONMENT EXEC MEMBERS: NEW LOCAL TRANSPORT PLAN UPDATE
Brief description of proposal	The report updates the Executive Member on progress on developing the new Local Transport Plan, including engagement and governance work streams.
Directorate	Environment
Service area	Network Strategy
Lead officer	Louise Anne Neale
Names and roles of other people involved in carrying out the impact assessment	Rebecca Gibson, Senior Transport Planning Officer
Date impact assessment started	30.05.23

Options appraisal

Were any other options considered in trying to achieve the aim of this project? If so, please give brief details and explain why alternative options were not progressed.

This report provides an update on engagement undertaken so far and sets out a proposed approach for governance.

At this stage the report is seeking to update the Executive Member and to update on progress so far and ask for comments on the proposed governance structure.

What impact will this proposal have on council budgets? Will it be cost neutral, have increased cost or reduce costs?

Please explain briefly why this will be the result, detailing estimated savings or costs where this is possible.

The report provides an update on engagement and also asks for comment on the governance structure for the plan. The LTP is a statutory plan, and development of the plan is covered by existing budgets.

How will this proposal impact on the environment?					Explain why will it have this effect and over what timescale?	Explain how you plan to mitigate any negative impacts.	Explain how you plan to improve any positive outcomes as far as possible.
N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.		Positive impact (Place a X in the box below where	No impact (Place a X in the box below where	Negative impact (Place a X in the box below where	Where possible/relevant please include: <ul style="list-style-type: none"> • Changes over and above business as usual • Evidence or measurement of effect • Figures for CO₂e • Links to relevant documents 		
Minimise greenhouse gas emissions e.g. reducing emissions from travel, increasing energy efficiencies etc.	Emissions from travel	x			One of the requirements of the new LTP process is to develop a quantitative carbon reduction plan, which sits alongside the LTP. In addition, one of the government's three policy objectives for the LTP is to reduce the impact of transport on the environment.		
	Emissions from construction	x			As above		
	Emissions from running of buildings		x		As above		
	Other		n/a				
Minimise waste : Reduce, reuse, recycle and compost e.g. reducing use of single use plastic		x			As above		
Reduce water consumption		x			As above		

How will this proposal impact on the environment? N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.	Positive impact (Place a X in the box below where)	No impact (Place a X in the box below where)	Negative impact (Place a X in the box below where)	Explain why will it have this effect and over what timescale? Where possible/relevant please include: <ul style="list-style-type: none"> • Changes over and above business as usual • Evidence or measurement of effect • Figures for CO₂e • Links to relevant documents 	Explain how you plan to mitigate any negative impacts.	Explain how you plan to improve any positive outcomes as far as possible.
Minimise pollution (including air, land, water, light and noise)	x			As above		
Ensure resilience to the effects of climate change e.g. reducing flood risk, mitigating effects of drier, hotter summers	x			As above		
Enhance conservation and wildlife	x			As above		
Safeguard the distinctive characteristics, features and special qualities of North Yorkshire's landscape	x			As above		
Other (please state below)						

Are there any recognised good practice environmental standards in relation to this proposal? If so, please detail how this proposal meets those standards.

As part of developing the new LTP, we will prepare a quantitative carbon reduction plan – this will be a key theme of the development of the plan and will set out how we intend to meet our obligations with regards to decarbonisation of the transport network. Further details on how we are approach this are yet to be published by the DfT, but a further report will be brought when that information becomes available.

Summary Summarise the findings of your impact assessment, including impacts, the recommendation in relation to addressing impacts, including any legal advice, and next steps. This summary should be used as part of the report to the decision maker.

There are limited findings from this CCIA because the assessment is of a report which is predominantly setting out progress to date and approaches towards developing a new LTP. Further work on the LTP is likely to be of greater relevance.

Sign off section

This climate change impact assessment was completed by:

Name	Rebecca Gibson
Job title	Senior Transport Planning Officer - Projects
Service area	Network Strategy
Directorate	Highways and Transportation
Signature	Rebecca E. Gibson.
Completion date	30.05.23

Authorised by relevant Assistant Director (signature): Barrie Mason

Date: 15/06/2023