

COMMITTEE	Communities, Housing and Infrastructure
DATE	24 th May 2017
REPORT TITLE	Bus Lane Enforcement Net Surplus – Proposed Expenditure 2017/18
REPORT NUMBER	CHI/17/062
INTERIM DIRECTOR	Bernadette Marjoram
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1. PURPOSE OF REPORT:

- 1.1 The purpose of this report is to provide an update on the status of the 2016/17 Bus Lane Enforcement (BLE) programme, to seek approval for an adjustment to the current BLE policy, and to seek approval for a new programme of projects to be delivered from 2017/18 onwards, using the net surplus from the BLE system.

2. RECOMMENDATION(S)

- 2.1 It is recommended that Members:

- a. Note progress on the projects funded from the BLE programme in 2016/17, as detailed in Appendix A;
- b. Approve the allocation in 2016/17 of £700,000 of the 2016/17 surplus to further support Roads Maintenance activities;
- c. Agree to the adoption of a new quarterly approach to releasing the 2017/18 BLE surplus to ensure the effective utilisation of the surplus funding as it is generated;
- d. Approve the Proposed Bus Lane Enforcement Programme Projects 2017/18, as detailed in Appendix B;
- e. Instruct the Interim Director of Communities, Housing & Infrastructure, the Interim Head of Planning and Sustainable Development and the Transportation Manager to implement the Proposed Bus Lane Enforcement Programme Projects 2017/18 as appropriate and as funding becomes available, including the instruction of tendering procedures and competitive quotation procedures, and the awarding of contracts on receipt of a valid tender submission;
- f. Delegate authority to the Interim Head of Planning and Sustainable Development, and the Convenor and Vice-Convenor of this Committee to amend the 2017/18 programme should priorities change due to unforeseen circumstances during the year, and only in circumstances where the changes are consistent with the Aberdeen City Council Procurement Regulations, with such changes to be reported to Members as a Service Update unless they require advance

Committee approval, which will be determined by consultation with the Head of Commercial and Procurement services;

- g. Instruct the Interim Head of Planning and Sustainable Development to report back to this Committee after the close of 2017/18 with a progress report against the 2017/18 programme, including actual expenditure; and
- h. Instruct officers of the Transport Strategy and Programmes team to include a copy of this report with Aberdeen City Council's (ACC's) report to the Scottish Government.

3. BACKGROUND

- 3.1 The programme of expenditure of the surplus income accrued from the Bus Lane Enforcement (BLE) cameras to 31st March 2016 was approved by this Committee in May 2016. A summary of progress on delivering the 2016/17 programme is included as Appendix A to this report. As can be seen, a number of projects have been successfully completed during 2016/17, while others are ongoing, with their financial allocations continuing into 2017/18.
- 3.2 In terms of the money accrued from the BLE system to the end of 2016/17, once a further £700,000 contribution to Roads Maintenance and any underspends no longer required from the programme have been accounted for, and once the operational and resourcing costs of the system in 2017/18 are taken into account, £467,033 of net surplus remains for allocating towards 2017/18 and onwards projects.
- 3.3 In an amendment to the current policy, whereby projects are allocated funding in one financial year using the surplus built up in the previous financial year, it is proposed that the BLE surplus now be released for spending on a quarterly basis within the year in which it has been generated to ensure the effective utilisation of the surplus funding as it is generated. For example, once the surplus for the first quarter of 2017/18 is known at the beginning of July 2017, this can be released immediately for spending on projects on a prioritised basis.
- 3.4 As per the existing approved policy for expending the net surplus income from the BLE system, all Council services were invited to submit project proposals by April 2017 for consideration for funding from the 2017/18 programme. 16 submissions were received and subjected to assessment and prioritisation by officers in accordance with the degree to which they aligned with the vision, aims and objectives of the Local Transport Strategy (LTS), with additional factors, such as travel mode hierarchy, whole life costs and maintenance implications also taken into account.
- 3.5 It is proposed that a contingency of £30,000 is set aside for the programme. There are two schemes which already have committed funding in the BLE programme as per previous Committee decisions:
 - Strategic Road Maintenance - £300,000; and
 - Transportation Strategy Team Member - £53,100.An additional allocation of £150,000 to roads maintenance has also been agreed by ECMT. Allocations for these projects will be released on a quarterly basis during 2017/18, thus allowing new projects to come forward for implementation throughout the year.
- 3.6 The list of projects submitted to the 2017/18 programme is included as Appendix B, scored and ranked in accordance with the extent to which they meet the vision, aims

and objectives of the LTS. It is in this order that projects will be taken forward for implementation once the surplus has been identified at the end of each quarter.

- 3.7 All projects agreed by Members to be implemented from 2017/18 will be subject to monthly monitoring to ensure any potential issues are highlighted and addressed at the earliest possible opportunity to enable appropriate corrective actions to be taken, thus maximising the use of the funding available.
- 3.8 Quarterly Service Updates will be submitted to keep Members up to date with progress on delivering the programme and to advise on the schemes being brought forward at the end of each quarter. Officers will also ensure ACC's bus lane webpage is updated regularly to provide the citizens of Aberdeen with a transparent overview of schemes being funded directly from bus lane offences net surplus.

4. FINANCIAL IMPLICATIONS

- 4.1 The total surplus for 2016/17 arising from penalty charge notices from bus lane offences was £387,033. As per the requirements of the Bus Lane Contraventions (Charges, Adjudication and Enforcement) (Scotland) Regulations 2011, this funding must be used for projects identified as helping to meet the objectives of the LTS.
- 4.2 Any underspend remaining from previously approved programmes which is no longer required must be re-committed to future projects and workstreams that help the Council meet its LTS objectives. In the 2016/17 programme, there was a total of £1,253,410 available, of which £1,087,134 had been spent by the end of March 2017.
- 4.3 The budget required for completion of the committed 2016/17 programme is £86,276. Of the original 18 projects which made up the 2016/17 programme, 7 are still to be completed and 4 were showing zero spend up to the end of March 2017, as shown in Appendix A.
- 4.4 The "Current Status" information indicates that the majority of these projects are sufficiently developed to give confidence that they will be completed. There are, however, two projects that will be removed from the programme, with the funds re-allocated towards 2017/18 projects:
- Strategic Model Upgrade (£40,000) - this project will now be fully funded by the City Region Deal; and
 - Smart Technology Parking Officer (£40,000) – as this project has not sufficiently progressed for two years, it will be removed from the programme.
- Therefore, once budget has been left aside for the completion of all projects from 2016/17, this leaves £80,000 available for reassignment to the 2017/18 programme. Once operational and resourcing costs, and the additional Road Maintenance contribution in 2016/17 have been deducted, this gives a total current budget of £467,033 to be put towards the 2017/18 programme. This information is summarised in Tables 1 and 2 below.

2016/17 Programme Summary	
Total available in 2016/17 programme	£1,253,410

Total spent by 31 st March 2017	£1,087,134
Total unspent by 31 st March 2017	£166,276
Amount required to complete 2016/17 programme	£86,276
Remainder – for reinvestment back into 2017/18 programme	£80,000

Table 1: 2016/17 BLE Programme Summary

2017/18 Proposed Programme Summary	
2016/17 Surplus	£387,033
Spend no longer required from 2016/17 Programme	£80,000
Total available for 2017/18	£467,033

Table 2: 2017/18 BLE Programme Summary

5 LEGAL IMPLICATIONS

- 5.1 The Bus Lane Contraventions (Charges, Adjudication and Enforcement) (Scotland) Regulations 2011 at Part VII Financial Provisions, regulation 32(2) states:

Any sums paid to an approved local authority by way of charges under these Regulations must be applied by that authority for the purpose of directly or indirectly facilitating the achievement of policies in that authority's Local Transport Strategy.

Any monies paid to ACC from bus lane penalty charge notices should be traceable, auditable and clearly linkable to the LTS.

- 5.2 Monitoring of project progress and financial out-turns is undertaken on a monthly basis and will be reported via quarterly Service Updates.

6. MANAGEMENT OF RISK

- 6.1 Within the individual application forms for BLE funding there is a section on risks to encourage bidding officers to identify any potential risks for their project at an early stage.
- 6.2 Project Status Reports (PSRs) will be submitted by Project Managers on a monthly basis to the Programme Manager. Within these reports is a section on new and emerging risks where these risks will be scored utilising the scoring matrix within the Project Management Office (PMO) toolkit. Further detail on how these risks are to be mitigated and actioned is included within the PSR.

7. IMPACT SECTION

- 7.1 The programme of proposed projects has been assessed in terms of their fit with achieving the LTS policy objectives. Of all of the projects considered, these projects best meet those objectives. In addition they also contribute towards the delivery of the Local Development Plan, Strategic Development Plan, Regional Transport Strategy, the Local Outcome Improvement Plan, Air Quality Action Plan, City Centre Masterplan and the Regional Economic Strategy.

7.2 Economy

As the programme has been developed to support the LTS, it will also aid economic development. The current vision for the Aberdeen City LTS is:

A sustainable transport system that is fit for the 21st Century, accessible to all, supports a vibrant economy, facilitates healthy living and minimises the impact on our environment.

7.3 People

The programme has been developed in accordance with the aims and objectives of the LTS and further developed against the user hierarchy of transport modes which prioritises sustainable and active travel.

7.4 Place

The programme has been developed in accordance with the LTS which contains an objective:

To improve the public realm by prioritising pedestrians, cyclists and public transport with consequent traffic circulation (to enhance environment, aesthetic quality and air quality of the City) for the benefit of shoppers, visitors and residents.

7.5 Technology

The programme has been developed in accordance with the LTS which contains an objective:

To expand the use of Intelligent Transport Systems (ITS) to manage traffic flow in order to improve the efficiency of the transport network in the City.

8. BACKGROUND PAPERS

Aberdeen City Local Transport Strategy 2016-2021

CHI/16/060 Bus Lane Enforcement Net Surplus – Proposed Expenditure 2016/2017

9. APPENDICES

Appendix A – Bus Lane Enforcement Fund 2016/17 Programme

Appendix B – Proposed Bus Lane Enforcement Programme Projects 2017/18

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