

ABERDEEN CITY COUNCIL

COMMITTEE	Strategic Commissioning Committee
DATE	30 th April 2018
REPORT TITLE	Bus Lane Enforcement Use of Net Surplus - Proposed Programme 2018/19
REPORT NUMBER	PLA/18/016
DIRECTOR	Gale Beattie
CHIEF OFFICER	Gale Beattie
REPORT AUTHOR	Amye Robinson
TERMS OF REFERENCE	Purpose 1 and Remit 2.2

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to provide an update on the status of the 2017/18 Bus Lane Enforcement (BLE) programme and to seek approval for a new programme of projects to be delivered from 2018/19, using the net surplus from the BLE system.

2. RECOMMENDATION(S)

It is recommended that the Committee:-

- 2.1 Note the progress on the projects funded from the BLE programme up to 2017/18, as detailed in Appendix 1;
- 2.2 Approve the proposed expenditure detailed in relation to the Proposed Bus Lane Enforcement Programme Projects 2018/19, as detailed in Appendix 2;
- 2.3 Approve the implementation of the Proposed Bus Lane Enforcement Programme of Projects 2018/19, including the instruction of procurement procedures therefore, as appropriate and as funding becomes available, and delegate authority to the Chief Officer for Strategic Place Planning to carry out those procurement.

3. BACKGROUND

- 3.1 The programme of expenditure of the surplus generated from the Bus Lane Enforcement (BLE) cameras up to 31st March 2017 was approved by Communities, Housing & Infrastructure Committee in May 2017. A summary of progress on delivering the 2017/18 programme is included as Appendix 1 to this report. A number of projects have been completed; however the majority are ongoing, with their financial allocations continuing into 2018/19. This is due to the new quarterly approach to releasing BLE funding. Appendix

1 also shows the projects from previous years which have yet to be completed. Projects can continue from 1 year to the next until completion due to the nature of this budget.

- 3.2 At CH&I Committee in May 2017 a new approach to releasing the BLE funding was approved. Funding is now released for spending on a quarterly basis within the year it is generated to ensure its effective utilisation. With good project management and communication channels in place, this new approach has been demonstrated to work well and minimises risk of any potential overspend of BLE funds.
- 3.3 As per the existing approved policy, all Council services were invited to submit project proposals by end of January 2018 for consideration for funding from the 2018/19 programme. 19 submissions were received and subjected to assessment and prioritisation by officers in accordance with the degree they are 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 taken into account. The BLE applications were submitted to their respective individual service SMT, as well as CHI SMT before being approved at Transportation Programme Board and Capital Board so have therefore gone through a robust governance process before consideration at Committee.
- 3.4 It is proposed that a contingency of £10,000 is set aside for the programme. There are also two ongoing schemes which have committed funding in the BLE programme which was approved per previous Committee decisions:
 - Strategic Road Maintenance- £450,000 and
 - Transportation Strategy Team Member-£47,677.
- 3.5 The list of projects submitted to the 2018/19 programme is included as Appendix 2 which is scored and ranked in accordance to how the project meets the vision, aims and objectives of the LTS. It is in this order that projects will be taken forward for implementation once the surplus is confirmed at the end of each quarter.
- 3.6 Projects agreed by Committee to be implemented from the BLE system are subject to monthly monitoring through project status reports to ensure any potential issues are highlighted and addressed as soon as possible as appropriate. This also maximises use of the funding available by returning any project underspends for reassignment to other projects.
- 3.7 Officers will include progress report on the BLE programme through quarterly Service Updates. Officers are also currently looking at the transportation pages within the new Council website and are investigating the possibility of inclusion of a page on BLE projects to ensure transparency to the public.

4. FINANCIAL IMPLICATIONS

- 4.1 The surplus from BLE operations in 2017/18 which is generated from penalty charge notices from bus lane offences was £870,160. This funding can only be used for projects identified as helping to meet the objectives of the LTS as per the requirements of the Bus Lane Contraventions (Charges, Adjudication and Enforcement) (Scotland) Regulations 2011. Of this sum £782,933 was required to fund the 2017/18 programme, leaving a surplus of £87,227 to be carried forward into 2018/19.
- 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. The BLE programme in 2017/18, including commitments brought forward from earlier years, had a value of £1,372,383 of which £568,272 had been spent by the end of March 2018, leaving a surplus of £804,111 to be carried forward.
- 4.3 The budget required for completion of the approved 2017/18 programme is £693,963. On discussion with the project managers for these projects there is confidence and assurance that the projects can be completed once funding is released and approval given for new contracts. The remaining £110,148 is no longer required to meet 2017/18 projects and so will be carried forward into 2018/19.
- 4.4 In the 2017/18 programme, there was insufficient budget for two projects;
- Aberdeen City Hydrogen Energy Storage (£107,831) - following discussion with the project manager this project is re-submitted for the 2018/19 programme, and is included in Appendix 2.
 - Fuel Cell Garbage Trucks (£338,000) - following discussion with the project manager this project has been withdrawn from the BLE programme
- 4.5 Table 1 provides a financial summary of 2017/18 programme and Table 2 the 2018/19 Proposed Programme Summary.

Table 1 2017/18 BLE Programme Summary

2017/18 Programme Summary	
Balance b/f 1 April 2017	£589,000
Add: Net Surplus Generated in 2017/18	£870,160
Total available funds for 2017/18	£1,459,610
Less: Expenditure in 2017/18	£568,272
Surplus at 31 st March 2018 to be carried forward	£891,338
Less: Funds required to complete 2017/18 programme	£693,963
Balance Available to fund 2018/19 projects	£197,375

Table 2 2018/19 BLE Programme Summary

2018/19 Proposed Programme Summary	
2017/18 surplus not required to fund the 2017/18 programme	£87,227
Funds released from 2017/18 programme underspends	£110,148
Total currently available	£197,375

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.

This means 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 reported via Service Bulletins on a quarterly basis.

6. MANAGEMENT OF RISK

	Risk	Low (L), Medium (M), High (H)	Mitigation
Financial	Unable to spend funding due to resource capacity	Medium	Continue to monitor progress and raise early so appropriate action can be taken.
Legal	Monies are spent on actions not related to the LTS	Low	Monthly project reporting to monitor action and how funding is spent, ensuring it's against the LTS.
Employee	None	Low	NA
Customer	None-work is to achieve objectives of the LTS and improve urban environment.	Low	NA

Environment	None-the BLE programme works towards improving sustainable and active travel.	Low	NA
Technology	Minimal-BLE programme does not rely on technology for its implementation unless a project within the Intelligent Transport Systems unit.	Low	NA
Reputational	There is minimal reputational risk as the BLE income is managed by the Council and used to implement projects which contribute to achieving LTS objectives.	Medium	Robust programme management in place to monitor progress and take corrective action.

7. OUTCOMES

Local Outcome Improvement Plan Themes	
	Impact of Report
Prosperous Economy	A sustainable transport system that is fit for the 21 st Century, accessible to all, supports a vibrant economy, facilitates healthy living and minimises the impact on our environment.
Prosperous People	Programme 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.
Prosperous Place	Programme developed accordance with LTS contains objective 'improve the public realm by prioritising pedestrians, cyclists and public transport with consequent traffic circulation for the benefit of shoppers, visitors and residents.'
Enabling Technology	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.

Design Principles of Target Operating Model	
	Impact of Report
Governance	BLE applications have gone through the governance process at the Council including CHI SMT, Transportation Programme Board and Capital Board. There is a project manager assigned to each project who is responsible for the delivery.
Process Design	Appropriate colleagues from across the Council, mainly transportation colleagues, will be consulted in any design works.
Technology	Two projects involve technology which includes Winter Maintenance Digitalisation and Automatic Number Plate Recognition Journey Time Monitoring Phase 2.

8. IMPACT ASSESSMENTS

Assessment	Outcome
Equality & Human Rights Impact Assessment	Not required
Privacy Impact Assessment	Not required
Children's Rights Impact Assessment/Duty of Due Regard	Not applicable

9. BACKGROUND PAPERS

Aberdeen City Local Transport Strategy 2016-2021

CHI/17/062 Bus Lane Enforcement Net Surplus-Proposed Expenditure 2017/18

10. APPENDICES (if applicable)

Appendix 1-Bus Lane Enforcement Fund 2017/18 Programme

Appendix 2-Proposed Programme of New BLE Schemes 2018/19

11. REPORT AUTHOR CONTACT DETAILS

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