

Prosperous Staffordshire Select Committee

Thursday 12 November 2020

10:00

Meeting to be conducted using TEAMS

John Tradewell
Director of Corporate Services
4 November 2020

A G E N D A

1. **Apologies**
2. **Declarations of Interest**
3. **Minutes of the Prosperous Staffordshire Select Committee held on 17 September 2020** (Pages 1 - 10)
4. **Draft SEND Strategy and Draft Accessibility Strategy** (Pages 11 - 34)
Report of the Cabinet Member for Education.
5. **North Staffordshire Local Air Quality Plan (NSLAQP) - Outline Business Case** (Pages 35 - 90)
Report of the Cabinet Member for Highways and Transport.
6. **Mitigation Proposals for Cannock Chase Special Area of Conservation** (Pages 91 - 116)
Report of the Cabinet Member for Communities and Culture.
7. **Household Waste Recycling Centre Contract - Re-Procurement** (Pages 117 - 146)
Report of the Cabinet Member for Commercial Matters.
8. **Work Programme** (Pages 147 - 152)
9. **Exclusion of the Public**

The Chairman to move:-

“That the public be excluded from the meeting for the following items of business which involve the likely disclosure of exempt information as defined in the paragraphs of Schedule 12A (as amended) of the Local Government Act 1972 indicated below”.

Part Two

(All reports in this section are exempt)

nil

Committee Membership

Tina Clements (Vice-
Chairman)
Mike Deakin
Keith Flunder
Syed Hussain
Ian Lawson
Alastair Little
Rev. Preb. M. Metcalf

Ian Parry (Chairman)
Kyle Robinson
Jessica Shulman
David Smith
Simon Tagg
Bernard Williams

Scrutiny and Support Manager: Mandy Pattinson Tel: (01785) 278502

Minutes of the Prosperous Staffordshire Select Committee Meeting held on 17 September 2020

Present: Ian Parry (Chairman)

Attendance

Tina Clements (Vice-Chairman)	Rev. Preb. M. Metcalf
Keith Flunder	Kyle Robinson
Syed Hussain	David Smith
Ian Lawson	Simon Tagg
Alastair Little	Bernard Williams

Also in attendance: Julia Jessel, Philip White and David Williams

Apologies: Jessica Shulman

PART ONE

93. Declarations of Interest

There were no declarations made at the meeting.

94. Minutes of the Prosperous Staffordshire Select Committee held on 24 July 2020

RESOLVED: That the minutes of the meeting held on 24 July 2020 were confirmed and signed by the Chairman

95. Economic Recovery, Renewal and Transformation - Quarterly Update

The Select Committee had requested regular updates from the Cabinet Member for Economy and Skills on the economic health of the county and progress against the Staffordshire Economic Recovery, Renewal and Transformation Strategy. The unprecedented nature of the Covid-19 crisis had meant that the County Council had had to react quickly to support businesses and residents. The Strategy was flexible enough to respond appropriately to a range of scenarios. The successful delivery of the Strategy in achieving the vision and aims that it set out would be dependant on many factors. A range of interventions had already been made by the County Council, Stoke on Trent and Staffordshire LEP (SSLEP), the Government and other partners to respond to the immediate crisis whilst the development of the supporting delivery plans for the Strategy was ongoing. Existing activities would continue to be refreshed and reviewed against Strategy priorities and new programmes developed where there are gaps.

The Select Committee had identified an important role in scrutinising delivery and performance of the Strategy.

By way of introduction, the Chairman suggested that the August performance figures showed Staffordshire to have one of the highest level of furloughed staff – 25% of working age people compared to neighbouring authorities.

The Cabinet Member believed that the next quarter monitoring report would be defining in terms of the impact of Covid-19 on the Staffordshire economy. He acknowledged that the county had a high level of furloughed staff due to the economic profile of the county and many remained furloughed also the unemployment rate (5.1%) which had crept up, remained lower than the regional and national average. It was too early to identify whether the rise was due to seasonal variations or the start of a trend. It was inevitable that there would be an increase in unemployment as the furlough scheme wound down. The Cabinet Member said that what mattered was the County Councils response – what action was taken to minimise the impact and ensure the county builds back stronger.

The Cabinet Member drew to members attention various interventions which were ongoing or completed as part of the response. The county wide Redundancy Task Group established to support businesses and individuals facing redundancy was now active around the county and had significant capacity. £0.500m emergency grants scheme had been made available and had helped over 200 micro-businesses to survive the crisis by providing a grant to help pay outstanding supplier bills in the short term. Funds had been identified to support new business start ups in priority sectors – currently there were 300 participants on the scheme and 200 new businesses established in a year. The Cabinet Member believed that times of economic hardship – post recession - often prove to be a good time to set up a new business.

In addition to local interventions, an enhanced communications campaign ‘Staffordshire Means Back to Business’ and further measures had been put in place by partner organisations and Government. The SSLEP were allocated £23.7m from the Government’s £900m Getting Building Fund for projects across Staffordshire and Stoke on Trent for projects expected directly to create 2,440 jobs. The funding is expected to unlock commercial and learning floor space. I54 Western Extension and the Shire Hall regeneration were benefiting from this funding.

The Cabinet Member was confident that the County Council was well placed and prepared to mitigate negative impact to the local economy in the short term at least.

A Member suggested that well documented shortfalls in the Government’s Covid-19 testing arrangements (Track and Trace scheme) was impeding some of the schemes aimed at restoring the local economy and getting people back to work. He asked whether lobbying Government was having an effect and whether there were any plans to extend locally the furlough scheme into 2021 as some local authorities had elected to do. He said it would be important to monitor local unemployment levels.

The Cabinet Member acknowledged that the furlough scheme had saved many jobs but that it had always been necessary and the intention to wind down the scheme at some point and businesses needed to become self-funding again. Some would be able to attract additional resource in the short term if they needed a little longer to transition. He had spoken to the Treasury on how best to support the local economy and understood that it was reasonable to support those schemes which were tailored to the Staffordshire economy. The LEP would be best placed to analyse the impact of the end of the furlough scheme.

Regarding testing, he accepted that testing capacity was very important and must be prioritised for key workers. This was a cross cutting issue and a matter for national Government.

The Member shared his concern about the local economy in Burton upon Trent; specifically access to support when the furlough scheme ends and encouraging face coverings in shops in his locality. On behalf of these retailers he appreciated the PPE support which the Council had delivered. The Cabinet Member acknowledged that Burton on Trent had been particularly challenged by persistent outbreaks of Covid-19 and he paid tribute to the reliance of that community in taking steps necessary to control it. He referred the member to various funding streams both local and national and hoped all businesses were aware and able to access. The Cabinet Member agreed to liaise with the member over specific issues.

A Member thought that the many grants and funding opportunities were confusing and it was important that communications were clear. He felt that schools needed guidance around who can attend. He described the impact on local economies when parents take time off to supervise children required to be away from school. He believed it was incumbent upon all sectors of local government to work collaboratively with community groups to improve the delivery of services for local people and try and restore the local economy.

The Cabinet Member supported the points made and reminded members that although the furlough scheme was coming to an end the important point was the totality of support that was available. Cabinet had spoken with Government regarding the specifics of the Staffordshire economy and what targeted support was necessary. He agreed the value in local government relationships and alluded to the success of various 'town deals'. The Cabinet Member agreed to speak outside of the meeting to try and resolve specific issues around local community involvement.

A Member acknowledged that there had been a renaissance of village shops and he suggested there should be a new focus in conjunction with District and Borough Councils and local members on revitalising the high street. Flexibility was key to adapting to the changing crisis. The Cabinet Member agreed that a united approach with all parties engaged to plan to revitalise the county.

The Chairman said that some sectors were clearly more vulnerable than others and he believed there to have been some recovery in the hospitality sector following the Government Eat out to Help out scheme. Other sectors, eg aerospace – both direct and supply – had been harder hit and there was likely to be a patchwork of need. He confirmed the need for ongoing vigilance, horizon scanning and a response which is flexible and agile. The Cabinet Member agreed with the Chairman's points and suggested the impact on sectors would vary and that his approach would be flexible to respond to those hardest hit.

RESOLVED: That the Select Committee notes

- (a) the quarterly update provided on progress made against the Staffordshire Economic Recovery, Renewal & Transformation Strategy and the interventions already made by the County Council and partner organisations,
- (b) recommends the Cabinet Member to continue to explore further interventions to enable the successful delivery of the Strategy, and,
- (c) request relevant Cabinet Members bring updates on delivery of the strategy to this Select Committee for scrutiny every 3 months.

96. Infrastructure+ and Lighting for Staffordshire Performance Review

The Cabinet Member for Highways and Transport provided operational performance information on two long-term highway service delivery contracts: Infrastructure+ and Streetlighting Private Finance Initiative (PFI); and invited direction on future or additional performance measures necessary to demonstrate these contracts are achieving their required aims.

By way of background, members were reminded that Infrastructure+ is an overarching agreement between the County Council and Amey LG providing an outcome focused approach to the delivery of highway and non-property infrastructure services across Staffordshire. A core element of the Infrastructure+ partnership is a Term Service Contract (TSC) for the maintenance, management and improvement of over 6,300kms of highway network.

Infrastructure+ operational performance is managed through a balanced scorecard process. At the last meeting of the Strategic Partnership Board in July 2020, operational performance was scored as +23 on a range of +/-58 and accepted as satisfactory taking into consideration the funding constraints particularly around highway maintenance.

As part of the 2020-21 Infrastructure+ Business Plan the Strategic Partnership Board agreed some improvement plan priorities which were accompanied by an Extra Investment Strategy. The local road network is the council's single largest physical asset with a gross replacement value of over £7billion. The Government's own endorsed Asset Management approach to highway maintenance recognised that a highway network the size of Staffordshire's required a one-off investment of around £75m to bring it up to target condition followed by £42m/year ongoing to achieve 'steady-state' condition in carriageway condition alone.

The £26m available revenue budget (approximately 5% of the Councils total annual revenue budget) services commitments including the streetlighting PFI, school crossing

patrols and a range of statutory functions. Approximately £10m (2% of the Council's annual revenue budget) remains for highway maintenance operations. The extra £20m investment strategy approved by Cabinet in 2017 provided an additional £5m/year over 4-years to reduce the backlog and associated reputational and financial liability of long standing pothole defects. Levels of public satisfaction measured through the NHT survey have started to see improvement in some aspects of highway maintenance associated with this extra investment.

In May 2003 Lighting for Staffordshire Ltd commenced delivery of the street lighting Private Finance Initiative (PFI) contract which would operate for a period of 25 years. The value of the contract at its commencement was £250m and the Council has received revenue support grant of £1.54m per annum to support delivery of the contract. The primary reason for the PFI had been to redress a continued lack of investment in street lighting assets. The Staffordshire contract constituted a continuous programme of asset renewal throughout the contract period.

Since the contract commenced back in 2003 the number of street lighting assets on the highway network has risen from 99,343 to 108,626 (June 2020), a growth of 9.3%. Following the credit crunch high value contracts such as the Street Lighting PFI contract were re-assessed for their value and to ascertain if costs could be reduced. Officers entered into negotiations with the PFI contractor with a view to achieving increased value against the requirements of the contract. A Contract Modernisation exercise was completed in December 2012, with additional savings being recovered by the council over the residual life of the contract.

In terms of contract modernisation, converting the energy savings per annum to a fiscal value generated savings of £2.3m over the period April 2013 to June 2020. The total savings to the end of June 2020 because of contract modernisation is £4.5m.

As part of Contract Modernisation the core specification was amended so the authority could benefit from the rapidly advancing LED street lighting market. To implement LED invest to save initiative required formal agreement with the PFI Contractor (Lighting for Staffordshire Ltd). Unfortunately, this process had taken longer than originally anticipated due to the need to embed the arrangement within the PFI contract. The current status of the contractual change requirements was approaching completion and works were planned to commence Nov / Dec 2020 against a 4-year delivery programme.

The Cabinet Member maintained that the PFI contract demonstrated a high level of public satisfaction.

The Chairman drew members attention to the Strategic Partnership Boards identified improvement-plan priorities. He was surprised to see many initiatives which he would have thought were already being done, indeed, thoroughly embedded and refined (for example, 'to develop and implement a Communication strategy, roadmap and delivery plan).

The Assistant Director for Highways and the Built County explained that as part of the annual business planning process the Infrastructure+ Strategic Partnership Board

approved an annual plan of continuous improvement priorities that could be resourced – some aspects are new and others are updates.

Another part of the annual business plan is the forward delivery programmes. Whilst a Highway Infrastructure Asset Management Plan exists the level of future funding is not known at this time making works programming and projected road condition difficult. It also undermines market confidence to invest in Research and Development to support innovative new materials and techniques.

A Member raised the matter of the closure of call centre lines and what had been the impact of this. In Tamworth, training on smart phones had enabled residents to report live issues. The Cabinet Member did not have statistics but was aware people were concerned and wanted a conduit to report. Officers were looking for a cost-effective solution and hoped to be in a position to report to the next meeting.

A Member asked what the Cabinet Member had planned to improve cycle and walking routes as part of the green agenda. The Cabinet Member explained that details are set out in the Council's Local Walking and Cycling Infrastructure Plan (LCWIP). He also explained that he had only recently put a paper to Cabinet requesting an additional £2m in-year funding for Community highway maintenance priorities and upkeep of the Public Rights of Way Network. In conjunction with Amey, District and Borough Councils will be asked to support opportunities to work in partnership to improve the condition of cycle and pedestrian routes. Furthermore, an additional £0.1m had been allocated to improve public rights of way.

This was welcomed by members as a necessary boost to highways funding and hoped to see the backlog of outstanding work reduced. The Assistant Director for Highways and the Built County maintained that the new permit scheme introduced from April 2020 worked in the County Councils favour. Under the previous regime, the utility sector had a given right to access to the highway network but under the permit scheme they had to apply for access and so the service could be more planned. Furthermore, they had to pay for the permit which contributed towards the cost of supervisory work, including duration and quality of the reinstatement.

A Member asked about the distinction between urban and rural grass cutting contracts. The Assistant Director explained that there were two separate specifications: in rural areas to support ecology, only 1m swathe cut is made once or twice each year, with further enhancements at visibility splays as required. In urban areas (speed limit of 40-mph or lower) where there is more amenity value there were 6 cuts (previously 8). He acknowledged that some Borough, District and Parish Councils that deliver highway grass cutting for the County Council also undertake some additional amenity work. Rural cutting accounted for about one quarter of the spend compared to urban cutting. Some members had encountered specific issues with the grass cutting contractor in their locality which they would take up outside of the meeting.

A Member asked about satisfaction rates and contact numbers for roadworks. The Assistant Director stated that all incidents of roadworks should include an information sign providing contact details of the works promoter. In the case of highway maintenance work this will be the County Councils own 24-hour contact number.

The Chairman suggested there was some disparity between performance which appeared to be improving across key criteria whilst satisfaction rates did not necessarily

reflect that. The Assistant Director explained that the customer satisfaction data was obtained from a national annual public satisfaction survey conducted by Mori and as such there is a lag effect. He hoped to see continued improvement and satisfaction rates would follow through. The service did consider customer satisfaction in prioritising service direction.

Regarding the Street lighting PFI item and the LED invest to save project, an interest free loan of £8.8m towards the replacement of traditional lanterns with LEDs will generate £1.6m financial savings and 2,600 tonnes of CO2 emissions each year. The Chairman asked about the cost of borrowing and for assurance that due diligence had ensured the spend represented good value for money. The Cabinet Member assured the select committee. Members asked to be advised when LEDs would be installed in their area.

RESOLVED: That the report on operational performance information on two long-term highway service delivery contracts: Infrastructure+ and Streetlighting Private Finance Initiative (PFI) be noted and that the Assistant Director for Highways and the Built County share location specific information regarding the roll out of LED street lighting.

97. Flood Management

The Cabinet Member for Environment Infrastructure and Climate Change introduced the county Flood Risk Manager who delivered a presentation to the select committee on the council's statutory functions and responsibilities.

The Cabinet Member explained that due to climate change rainfall events that overwhelm drainage systems is becoming more frequent and that this is no longer just a winter issue. She acknowledged that a significant challenge is run-off from private land leading to localised flooding of highways and when highway gullies are also damaged or full of silt this can exacerbate the problem.

The Flood Managers presentation addressed the efficacy of existing highway gully maintenance policy and persistent blockages; the Councils response to emergency flooding; the Councils role and responsibility under the Flood and Water Management Act 2010; poor land drainage management; the Council's infrastructure management and forward strategy in a period of housing growth and collaboration on flood management.

The County Council is a Lead Local Flood Authority. A duty is to produce a Strategy setting out their direction. We have various duties and powers. The authority works closely with key partners – the Environment Agency and District and Borough Councils, drainage boards, water companies and the County Councils own Highways services. He explained roadside ditch responsibilities and that the local landowner (sometimes different to the person farming the land) had responsibility for hedges and ditches. He explained that gullies will often connect into sewers or ditches and that the problem may be a blockage further in a drainage system (rather than the gully).

The Chairman acknowledged that grip cuts were sometimes used by farmers to alleviate run off from fields but this was not their purpose and poor land maintenance was a significant contributor to flooding. The Flood Manager suggested that heavy traffic

loading was also a contributory factor – increasingly large vehicles regularly passing through country lane, impact on the verges. He agreed with the Chairman in general and suggested there were many contributing factors and to acknowledge that there are many considerations when farming land.

The authority did have enforcement powers but the Flood Manager said that they would only take action where there was a clear risk of house flooding as the legalities were onerous.

The Assistant Director explained that the highways service had moved away from a blanket approach of emptying all gullies annually to collating an inventory of gullies which could then be managed on a risk based approach. GPS data was used to create a better understanding of for example, silt build up, and enable the operational resource to be better managed. This approach provides an optimum routine maintenance solution for approximately 95% of the councils highway gullies, but that around 5% of gullies had historic and continuing problems and there was a backlog of gully and wider highway drainage repairs (representing about £20m) which was being addressed by a progressive repairs and renewal programme.

Members agreed that flooding issues were often the cause of concern at parish councils and a diagram of accountability and responsibility would be helpful to them. A Member asked about access rights to private land. The Flood Manager said that it was difficult to justify access onto farmland unless flooding was very bad. In the first instance, they would write to a landowner.

The Flood Management team worked proactively with landowners and encouraged a preventative approach – there may be questionable land practices which they can work with. In the future there may be grants to help farmers deal with specific flooding issues as part of Central Government's new Flood Risk Management Strategy. Post Brexit there was likely to be greater emphasis on more environmentally sustainable farming practices. Collaboration and coercion were considered better than a legal route. An increasing amount of land was now subject to short term farming tenancies and in these sometimes drainage was overlooked.

The Cabinet Member maintained that the service wanted closer cooperation with community groups and parish councils and there were good examples of this already happening (e.g. the Marchington road closure Model).

A Member suggested that sometimes a problem was not with the gully but further away from the highway – a collapsed drain for example – often difficult to diagnose. The Flood Manager said that responsibility would lie with the landowner whose field the collapsed drain was under.

A member pointed out that gully emptying was an issue in urban areas also and he asked about supporting local residents. The Flood manager said that his role was investigating under section 19 (of the Flood Water Management Act) with the threshold set in our local strategy at where 5 or more properties which had been affected by internal flooding. In the past year there had been vastly more instances relative to previous years.

The Cabinet Member assured members that they would see an improvement in flood management – working closely and creatively with partners and the Highways authority and benefitting from additional allocated funding.

RESOLVED: That the Flood Management update be received.

98. Work Programme

The Committee agreed to defer the 'Delivery of Housing' and the 'Return to schools' reports to future meetings to priorities other reports at the meeting to be held on 12 November.

Members were informed that information on the Entrust contract had also been requested by the Corporate Review Select Committee, It was agreed that Corporate Review should consider this item.

RESOLVED: That the Select Committee note changes to their work programme for 2020-21 and should plan to meet in county buildings for their next meeting.

Chairman

Local Members Interest
N/A

Prosperous Staffordshire Select Committee – Thursday 12 November 2020

Draft SEND Strategy and Draft Accessibility Strategy

Recommendation

I recommend that the Committee:

- a. Review the draft strategies and provide feedback that can be included into the strategies.

Report of Cllr Jonathan Price, Cabinet Member for Education (and SEND)

Report

Background

1. We are currently developing 2 strategies that are interlinked. The purpose of the SEND Strategy is to set out how Staffordshire County Council, along with the Clinical Commissioning Group (CCG) and partners (including education and health providers) will work together to provide services and support for children and young people aged 0-25 with Special Educational Needs and/or Disabilities and their families.
2. The Accessibility strategy is a strategy for:
 - a. increasing the extent to which disabled pupils can participate in the schools' curriculum;
 - b. improving the physical environment of the schools for the purpose of increasing the extent to which disabled pupils are able to take advantage of education and benefits, facilities or services provided or offered by the schools;
 - c. improving the delivery to disabled pupils of information which is readily accessible to pupils who are not disabled.
3. The accessibility strategy applies to all schools for which Staffordshire County Council ('SCC') has responsibility, including those schools not located in Staffordshire, but where we have children

Progress to Date

4. A draft accessibility strategy (Appendix 2) has been developed but limited engagement has been done with schools.
5. Engagement has been undertaken to inform the SEND strategy (Appendix 1):

6. We had 373 people respond to the initial survey. Since then there have been 7 focus groups with parents with 44 attending in total, a further 5 aimed at professionals with 78 attending and a Facebook Live event which it is difficult to say how many people attended but we had 930 engagements with it, 37 reactions, 196 comments and 81 clicks to play it. We have tried sending a survey to schools for them to complete with children but seen a very low response.
7. We have held 2 sessions with a range of representatives to co-design the strategy itself (19 on day 1 and 15 on day 2 but largely the same people attending both). This included parents, foster carers, children's disability service, SENCo, Early Help, Commissioning and SENDIASS.
8. We now have a list of 4 priorities for the strategy:
 - a. Increased awareness and access in the community,
 - b. Early intervention to prevent needs escalating,
 - c. Effective EHCP process,
 - d. A future that is planned for
9. Three themes were identified that must run throughout:
 - a. child centred,
 - b. good communication
 - c. joined up services
10. These may change slightly as the detail is fleshed out, but all 7 areas will need to feature somewhere. This group will come together for a 3rd time to review how we set this out in the strategy.
11. All strategic feedback was taken into account when reviewing and developing the workshops and the draft themes.

Timeline – SEND strategy

12. Based on the feedback and comments from stakeholders, we have developed a draft of a high level SEND strategy and this will be shared with the co-production group that is developing the strategy.
13. There is a potential opportunity to align the engagement and consultation for both the SEND and Accessibility strategy.

Table 1: Timeline – SEND strategy

October 19th – 23rd	Develop final consultation document
October 26th – 7th December	Formal Consultation
November 12th	Prosperous Committee (taking the document to the committee for comment and amendment) Papers needed the week before
November 26th	CCG Governing Body Committee (papers due on 19th)
7th December – 11th December	Amend strategy based on feedback from consultation
10th December	CCG - Quality and Safety Committee (Sign off) - Papers due 1st December
16th December	Final SEND Strategy goes to cabinet
31st December	CCG Governing Body (sign off) - papers due 24th December
January 2021	Launch of SEND Strategy

Next Steps

14. Engage schools with the Accessibility strategy. Use the existing channels to share the strategy with schools
15. Align the consultation on both the Accessibility and SEND strategy.
16. Undertake further consultation on the strategies.

Link to Strategic Plan

17. The Written Statement of Action that was written in response to the SEND inspection in November 2018 requires the co-production of a SEND strategy.
18. The Accessibility strategy is a requirement within the Equality Act 2010 (Schedule 10). All local authorities must, in relation to schools for which it is the responsible body, prepare and publish an accessibility strategy setting out how they plan to increase the following. (TBC)

Link to Other Overview and Scrutiny Activity

19. The paper will be shared with the CCG – Quality and Safety Committee on the 1st December 2020

List of Background Documents/Appendices:

Appendix 1 – Draft content of the SEND Strategy

Appendix 2 – Draft Accessibility Strategy

Contact Details

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Staffordshire SEND Strategy 2020-2025

Introduction:

We all want children and young people with special educational needs and/or disabilities (SEND), their families and the professionals who support them to know that we have a joint commitment to making services for SEND in Staffordshire the best they can possibly be.

We have been working hard over the past year, with our colleagues and partners across the council, health services, parent/carer groups and education providers to improve what we are doing and deliver the activities outlined in the Written Statement of Action. The Written Statement of Action was developed as a result of the inspection in November 2018. We also took into consideration the self-evaluation of SEND services provided by the County Council and CCG which was completed in 2020 and is based on feedback received from stakeholders and an analysis of performance information.

As a result, we have jointly developed this document to describe our long-term aims for SEND. We are calling it the SEND Strategy. It will provide us with clarity and a common understanding of what we want to do in the future. We will review this regularly to make sure it is delivering our vision for SEND.

It is important to note that although the local authority and local health organisations are lead partners in the strategy they do not have control over all aspects contained within it and therefore the success will come down to how well they are able to influence others, particularly schools and the community. Staffordshire is a large county with over 400 schools and academies providing education for around 120,000 pupils. There are approximately 12,750 children (10%) receiving SEN (Special Educational Need) support in schools, over 6000 children with an EHCP (Education, Health and Care Plan) (3.7%) and 64% of children with an EHCP attend a special school. We currently have more children with an EHCP and more children attending a special school than the national average.

This strategy will be delivered through a number of actions that together will form a plan. The plan may change and adapt based on ongoing feedback from Parents/Carers, professionals, education settings, stakeholders and our performance may also change as a result of any changes that may take place within national frameworks for children's health, social care and education services.

We will continue in our collective ambition to listen to children, young people and their families; supporting inclusion, meeting needs and changing lives together because we are stronger working as a team.

What we are hoping to achieve: the vision

Our ambition is that all children and young people with SEND believe that they can reach their full potential. They receive the right support at the right time from their

parents, the community and the professionals that work with them to make this happen.

We have set 4 priorities to focus on to help achieve our vision. These are:

1. We work well together
2. The right support is available at the right time
3. There is improved access in the community
4. The future is planned for

More information on each of these priorities can be found below.

Our priorities

1) We want to work well together, keeping open lines of communication

Our families have told us that professionals from different organisations do not always work well together and some partners are missing when EHCPs are discussed. Parents and young people are not always equal partners in the process and feel that communication could be improved.

We will work to a future where:

- a) We work 'with' not 'do to'. First focus is always what the child needs, and, where it's appropriate, they will be seen by the people making decisions about them.
- b) All professionals understand Special Educational Needs and can communicate effectively with children and young people who have SEND
- c) Everyone is clear about their expectations of each other. They work in a timely manner, respecting deadlines and making sure any transfers between services happen smoothly.
- d) Everyone is on the same page (we all know what each other are doing to help assess and support, and where progress has got to).
- e) Appropriate professional advice is available. Where possible, we will work to the principle of 'tell it once' and ensure our advice compliments not contradicts.
- f) Referrals and plans are easy to complete and information easily understood. There is help available for those who need support to read and interpret documents.
- g) Up to date information on how to access support and where to go, is available and easy to access

2) We want to ensure that the right support is made available at the right time.

Our families have told us that it can take a long time for their child to get the support that they need in school and that the EHCP process takes too long

(experiences vary greatly from school to school). For most children an EHCP won't be required to get the support that they need in school.

For those that require an EHCP, the process should be completed within 20 weeks (legally set timeframe) and an application is not made before the school has tried to support the individual themselves under the graduated response. This means that for some children and young people it can take more than half of the school year to get additional support in place. This can have a negative impact on the child and their self-esteem, their teachers, and the other pupils in their class. The 20 week time limit is a maximum and we have an ambition to complete them more quickly. This will be dependent on each contributor being able to complete their part more swiftly.

Children must be able to be educated in their local mainstream school wherever that is possible and appropriate. This means that mainstream schools need to be equipped to understand the needs of children with SEND and know how to access additional support when it is required. We want parents to be confident that the school can provide or get the support that their child needs.

In future, we want to have:

a) Early intervention support in place to prevent needs escalating:

- i) Rapid access to advice and support (consistent across Staffordshire) both in the beginning and also in times of crisis for those already receiving support.
- ii) One point of contact for parents and schools to approach for signposting advice.
- iii) Funding is available in schools to provide lower level or short-term support for children without an EHCP (the 'graduated response') without impacting negatively on the education of other children in the school.
- iv) School SEND Coordinators have adequate time dedicated to arranging and monitoring support for children with SEND. Induction advice & school to school support is available to help them succeed in their role.
- v) Parents know that there will be a governor with responsibility for holding the headteacher in their school to account on SEND matters.
- vi) Quick access to temporary additional funds or support is available when it is clear the school cannot meet the child's needs without it (this may include facilitating a quick move between schools).
- vii) Videos are available to promote awareness - particularly of sensory conditions - and also provide information about how to get support.

b) An effective EHCP process

- i) There is awareness amongst schools and parents that an EHCP is not needed for every child with additional needs and they will use the graduated response before applying.
- ii) For those that do, the EHCP process is timely and easy to understand so that support can be put in place as quickly as possible and ensure there is a consistent experience across Staffordshire.
- iii) Evidence requested to support applications will be 'just enough'.
- iv) Everyone has a voice that is shared and heard (child, family, carer, education, health, care)
- v) The EHCP is aspirational and reflective of the child's needs and as such is updated regularly (seen as a 'live' document).
- vi) It is recognised that schools can't be experts in everything and there is a team of specialists available to advise when needed.
- vii) Any funding attached to the EHCP follows the child if they move school (notice periods may apply)
- viii) Training and advocacy is available to support families and schools through the process (offered to all)

c) Accessible health services

- i) It is easy to get hold of the right people for the support you need.
- ii) There is a reduced need for specialist services because more are included from the start.

3) We want to see improved access and awareness in the community about SEND

Our young people want to be able to go to groups in their community just the same as everyone else, but they don't want their parents to have to go to when no-one else's does. Parents have told us that awareness in the community has dramatically improved over recent years, particularly with the initiative to wear sunflower lanyards when out shopping, but there is still a way to go with some shops still inaccessible if you have impaired mobility, and community groups that are not able to open their doors to all.

Within the home environment our families are generally happy with the support that their child receives but parents would like to be able to have more breaks and time for themselves. Services such as babysitting are very limited which means parents can't take an hour or two out for an evening meal. They would also like to see the successful parent support groups that can be found in some areas, replicated across all.

In future, we want to see:

- a) Shops and community activities encouraged to be accessible and include changing facilities. Training made available to leaders of community groups to help them to do this.
- b) Schools are friendly and welcoming for children with additional needs (standards for schools can be found in the Accessibility Strategy). They have differentiated learning opportunities and support children with SEND to fully participate in school life.
- c) Schools are encouraged to teach awareness of SEND and different methods of communication (for example teaching Makaton alongside languages).
- d) Schools help to educate their parents and wider community about SEND through the distribution of awareness literature
- e) Parents and carers have support mechanisms available to them locally (such as babysitting services, short breaks, and relationships with other parents).
- f) Children and young people have opportunities to develop friendships outside of school.
- g) There are more activities available to young people with SEND as they get older, particularly in the school holidays. For those with an EHCP, review meetings will consider how they can attend without their parents and whether there are also activities available to attend as a family.
- h) It is easy to find out what activities there are in your local area and how to access them.

4) **The future is planned for**

We need to be more aspirational for our children and young people with SEND. Focus on what they can do and ensure we are always building their independence. We need to consider how to help them to lead as 'ordinary' a life as possible

This means that:

- a) We will work to ensure that we have the right places available, at the right time. This includes specialist support and professionals to complete assessments.
- b) Wherever possible we will prioritise school placements that are close to home to help the child to have friendships in their local community and promote walking to school.
- c) All transition points (e.g. between classes and schools) are planned for well in advance and as a result go smoothly.
- d) Independence skills are encouraged from an early age and support is available to parents to help them to also do this at home.

How our progress will be measured

A set of measures will be developed for each priority with clear timescales attached. These measures will then be monitored by the SEND Inclusion and Partnership Board. They will consider the voice and experience of children, young people, parents/carers and professionals to gain assurance that agreed actions are having the desired impact.

Below are 10 high level measures that will tell us that the strategy is making a difference:

1. Children and parents feel listened to and understood
2. Children can be educated in their local mainstream provision wherever it is possible and appropriate
3. Schools are a friendly place for children with additional needs, they are part of the whole school community and are offered differentiated learning opportunities to support their academic achievement.
4. Parents have confidence that schools can support their child
5. EHCPs are completed within 20 weeks (the 2020 target is for 80% and this will then be raised in subsequent years as the backlog is addressed)
6. Less EHCPs are issued because support and advice is available early to prevent needs from escalating.
7. Children with SEND are able to access more community activities (without their parents needing to stay with them)
8. Parents are resilient because they are appropriately supported
9. There is true partnership working between professionals and parents with solutions developed together.
10. Our children are more independent and young people are prepared for adult life

How I can get involved

Further information about the strategy's progress alongside ways to provide feedback will be advertised on the local offer website. There you will also find information on groups for young people, parents and SENDCOs (Special Educational Needs Co-ordinators in education settings) to help influence the delivery of SEND services. These groups are open to everyone; either a young person with a special educational need or disability or those that are supporting them.

Staffordshire Accessibility Strategy 2021 - 2024

Supporting Accessibility in Staffordshire Schools for Pupils with a Disability



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1. Introduction

- 1.1 In Staffordshire our ambition is that all children with special educational needs and disabilities ('SEND') believe that they can reach their potential. They

receive the right support at the right time from their parents/carers, the community and the professionals that work with them to make this happen'. (Draft SEND Strategy).

- 1.2 Staffordshire County Council ('SCC') believe all children and young people, irrespective of background or needs, are entitled to a good education that enables them to fulfil their potential. Improving access to education, participation in the school curriculum and educational achievement for pupils with disabilities is vital to ensure equality of opportunity, to support pupils to reach their educational potential and improve their future outcomes.
- 1.3 The [Equality Act 2010](#) ('the Act') requires all providers to make reasonable adjustments to avoid disadvantaging pupils with disabilities. However, schools have an additional duty to plan for better access for disabled pupils. This planning duty does not apply to Early Years and Further / Higher Education providers.

2. Purpose and Scope

- 2.1 The strategy sets out the approach that SCC are taking to increase access to education for children and young people with SEND, so that they can benefit from educational provision to the same extent as all children can.
- 2.2 The strategy is for all schools for which SCC has responsibility, including those not located in Staffordshire, but where Staffordshire resident children attend.
- 2.3 It complies with the requirement within the Equality Act 2010 (Schedule 10) that all local authorities must, in relation to schools for which it is the responsible body, prepare and publish an **accessibility strategy**.
- 2.4 Schools are required to develop and publish an **accessibility plan** that outlines how they will improve the access to education for pupils with disabilities over time. There should be a link between the school's SEN information report and their accessibility plan. See Appendix 1 for a sample framework/template to help schools in their plans' development.

- 2.5 Under the Act, a person is defined as disabled if they have ‘a physical or mental impairment which has a long-term and substantial adverse effect on their ability to carry out normal day to day activities’. This definition includes learning difficulties, mental health needs, sensory impairments, and long-term health conditions such as asthma, diabetes, epilepsy and cancer.
- 2.6 The SEND Code of Practice 0-25 years (2014) states ‘Children and young people with these conditions do not necessarily have special educational needs, but there is a significant overlap between children, and those with SEN. Where a disabled child or young person requires special educational provision to be made, they will also be covered by the SEN definition.’

3. Our Duties

- 3.1 In addition to meeting the specific requirement set out in Schedule 10, the strategy contributes to the requirements to meet the Public Sector Equality Duty (‘PSED’) with specific regard to pupils with a disability.
- 3.2 The PSED consists of a general (equality) duty which requires those schools for which SCC are responsible for to:
- Eliminate discrimination that is unlawful under the Act.
 - Eliminate harassment of disabled pupils, related to their disability.
 - Promote equality of opportunity between disabled people and others.
 - Promote positive attitudes towards disabled people.
 - Encourage participation by disabled people in public life.
 - Take steps to take account of people’s disabilities, even where that involves treating disabled people more favourably than other people.
- 3.3 The Act requires schools and SCC to make **reasonable adjustments** to ensure that pupils with disabilities are not at a substantial disadvantage and are enabled to participate in education and associated services. Failure to make a reasonable adjustment is a form of discrimination under the Act.
- 3.4 Schedule 10 states that an accessibility strategy should be for a prescribed period:

- (a) Increasing the extent to which disabled pupils can participate in the schools' curriculums.
- (b) Improving the physical environment of schools and increasing the extent to which disabled pupils can take advantage of education and benefits, facilities or services provided or offered by the schools.
- (c) Improving the delivery of information to pupils and their parents/carers.

NB: Medical Needs:

The Children and Families Act 2014 places a duty on maintained schools and academies to support pupils with medical conditions. Individual healthcare plans will normally specify the type and level of support required to meet the medical needs of such pupils. Where children and young people also have SEN, their provision should be planned and delivered in a co-ordinated way with the healthcare plan. Schools are required to have regard to statutory guidance 'Supporting pupils at school with medical conditions'.

4. Local Context

4.1 Staffordshire is a large county with over 400 schools and academies providing education for around 120,000 primary, middle and secondary school pupils. Approximately 2,500 pupils attend 23 special schools and six Pupils Referral Units. At the end of September 2020, there are 6048 pupils with Education Health Care Plans (EHCPs) and we currently support 12,758 pupils with SEND in mainstream settings.

4.2 There is a strong relationship between SCC and its community of schools and academies. A full list of all schools, including those that are accessible for children and young people with disabilities, is found on Staffordshire's [SEND Local Offer](#)

What children, parents and carers tell us...

Parents tell us that it's 'important that all staff in schools, not just teachers, understand the needs of children with SEND in general and their child's individual needs.

In some schools, and for some children, this is working well, but in other schools and for other children, this could work better'.

5. Our Principles and Priorities

- 5.1 Staffordshire County Council and its partners continue to work together as part of the SEND Inclusion and Partnership Board to reflect on local practice and to evaluate what has worked well and what needs to improve to ensure effective services for children and young people with special educational needs.
- 5.2 This is set out in our joint **SEND self-evaluation** (SEF) which represents an assessment of the Staffordshire local area and its response to support children with SEND. The completed SEF feeds into the draft SEND Strategy (2020-25) which focusses on collaborative working between schools, parents/carers, partner agencies and the Local Authority.
- 5.3 Our [Whole Life Disability Strategy 2018-23](#) sets out the vision for how we want ‘all people who have a disability to be able to live their lives, ensuring we respond to their individual circumstances, their support networks and the communities in which they live’.

Our Principles:

- 5.4 ‘Individuals with a disability will be able to access and participate fully in family and community life to meet their needs’. (Draft SEND Strategy 2020-25)
- 5.5 All children and young people have a right to have their needs met; which will normally be within their local mainstream school within their community.
- 5.6 Children and young people feel included in their education setting and be able to access and participate.
- 5.7 SCC, its schools and other partners will work together to support the needs of pupils with disabilities within education.

What children, parents and carers tell us...

‘We need to be more aspirational for our children with SEND and focus on what they can do and ensure we are always building their independence.

(SEND Strategy Engagement Oct 2020)

- 5.8 Staffordshire County Council will engage with children and young people, and with parents/carers and will capture their views to inform service development and working practices to support pupils with disabilities.

6. Implementing the Strategy

Through the work detailed in this strategy, SCC will support those schools it is responsible for to:

1. Increase access to the curriculum for disabled pupils.
2. Improve the physical environment to increase access for disabled pupils.
3. Make written information more accessible to disabled pupils.

- 1. Increasing access to the school curriculum** – ‘schools must use their best endeavours to provide high quality teaching that is differentiated and personalised to meet the individual needs of children and young people’.

To achieve this, **Schools** will:

- Make SEND a priority by ensuring there is a member of the Governing Body, or a sub-committee, with specific oversight for SEND.
- Write an Accessibility Plan in partnership with stakeholders, outlining how it will provide a broad and balanced curriculum for all its pupils.
- Use a range of inclusive teaching strategies.
- Ensure effective support for the transition of pupils with SEND.
- Recognise the potential of pupils with SEND, reduce barriers to their achievement and inclusion, and develop a strong culture for success.
- Use a graduated response when meeting the needs of children and young people with SEND, using the ‘assess, plan, do, review’ cycle to inform this.
- Provide staff with the opportunity for regular training on SEND.
- Use auxiliary aids to ensure children can be included in the curriculum.
- Ensure children with SEND are included in social activities and trips.
- Involve children and their parents/carers in the review of individual plans regarding curriculum access.
- Ensure all children with SEND have a voice, and are listened to

- Help children and young people to access exams and assessments - <https://www.staffordshireconnects.info/kb5/staffordshire/directory/advice.page?id=mNJYEQNW9LA>
- Ensure medical and physical needs' support for schools.

Staffordshire County Council will:

- Provide the right help for children and families, at the right time, helping to empower families and build resilience.
- Work in partnership with schools, colleges, early years' settings and providers, to improve educational outcomes for all children and young people in the County, ensuring that every child does well from the earliest years, until they enter employment.
- Promote the inclusion of children and young people with SEND within schools and early help settings.
- Listen to the views of children and young people, parents/carers and practitioners in the review and development of services for pupils with SEND

Support to achieve this will be available from:

- **Graduated Response:**

Schools will provide special educational needs (SEN) support for a child if their educational needs mean that they require additional or different support that is generally given to most children of the same age. This is referred to as the graduated response.

SEN support has a clear cycle of assessment of progress, planning and putting in place the appropriate support; then reviewing a child's progress - this is known as 'Assess, Plan, Do, Review'.

For a small number of children, they may require a higher level of specialist resourcing, additional to that which is usually provided in school and which may require the completion of an EHC Assessment in order to determine whether it is necessary for provision to be made through an EHC Plan.

- **Specialist Support Service:**

The **Hearing and Visual Impairment Teams** support children and young people with a hearing or visual impairment aged 0-25 years at home, in early years settings, and in mainstream and special schools.

ASSIST provides support for people over 16 years who have hearing or vision loss, are deafblind, or who have an autism spectrum condition.

- **Educational Psychology Service:**

The **Educational Psychology Service** supports schools, other educational settings and SCC in meeting the needs of children and young people, with severe and complex special educational needs and disabilities.

What parents and carers tell us...

Parents value support from specialists such as H&VI services, speech and language, EPS and autism outreach, and would like increased access to these services. (SEND SEF 2020)

- **Early Years' Forum:**

The early years forums are monthly multi-agency meetings that monitors whether the right services are involved to support pre-school children. Those attending represent the services that may help, including:

- SEND assessment and planning service
- Specialist health visitors
- Early years area special educational needs co-ordinators (SENCOs)
- Community paediatricians
- Educational psychologists
- Early Help practitioners
- Speech and language therapists
- Physiotherapists
- Child development social workers, and
- Specialist teachers.

- **Speech and Language Service – Midlands Partnership Foundation Trust:**

The Children's Speech and Language Therapy service is provided across Staffordshire and Stoke on Trent and works with babies, children and young people who have speech, language, communication and eating/drinking needs. Its teams include speech and language therapists who work in the community in a wide range of settings including family homes, schools, hospitals and children's centres.

- **Autism Outreach:**

Autism Outreach work with children and young people up to 18 years with a diagnosis or working diagnosis of an autism spectrum condition. Working with parents/carers, the service offers advice and training to mainstream settings who are supporting pupils with an autism spectrum condition.

- **Outreach Provision:**

Provide specialist training, development and support for staff in mainstream schools so that they are better equipped to help children and young people with SEND. The service is available to mainstream schools and settings with children whose needs can complex and where a school or setting would benefit from specialist advice.

- **SEND Hubs:**

SEND Hubs support school staff in their district to provide the right support to children and young people at the right time. The hubs are a group of professionals which includes headteachers and heads of support services. Meeting every half term, they discuss children and young people, going through the graduated approach who need additional advice and support, putting into place agreed actions and strategies to support them.

2. Improving the physical environment of schools to increase access for disabled pupils.

To achieve this, **Schools** will:

- Ensure schools and settings are accessible, including buildings and the use of physical space, to reduce noise and distractions, lighting, quiet spaces for time out/sensory room, auxiliary aids, braille, visual timetables.
- Make use of the Disability Access Fund in its early years' settings.

Staffordshire County Council will:

- Plan new buildings and/or adaptations that comply with accessibility requirements
- Review provision of buildings (other than schools) that SCC is responsible for, to ensure they comply with the latest accessibility legislation and requirements
- Facilitate the access of individual pupils with physical or sensory impairments, or complex medical conditions, where required
- Work with School Admissions to assist with issues regarding individual placements
- Ensure EHC Plans are specific about the adaptations required to make the school environment more accessible for individual pupils with a disability
- Work collaboratively with schools to ensure smooth transition arrangements for children coming into schools for the first time and those moving to other schools/colleges.
- In 2018-19 Special Provision Capital funding SCC received from the Department of Education was used to develop support for children with Autistic Spectrum Condition (ASC) and Social Emotional and Mental Health Needs (SEMH)

In 2020/21, the Funding will be used to develop resource bases at mainstream schools for children with an EHC Plan and Social emotional and mental health needs (SEMH) and/or with ASC.

3. Make written information more accessible to disabled pupils by providing information in a range of different ways.

To achieve this, **Schools** will:

- Write an Accessibility Plan, and publish it on their school website
- Have a SEND Information Report, published on their school website
- Have a link to the [SEND Local Offer](#) on their school website
- Provide accessible information for disabled pupils and their parents/carers
- Use alternative forms of communication with individual pupils where required
- Provide interpreters, including sign language interpreters, where required
- Use the Graduated Response when meeting the needs of children and young people with SEND, using the 'assess, plan, do, review' cycle to inform this.

Staffordshire County Council will:

- Ensure that information about services available for children and young people with SEN/disabilities aged 0-25 and their parents/carers, is up to date and easily accessible on our [SEND Local Offer](#).
- Continue to develop and regularly review the SEND Local Offer, involving parents/carers, children, young people and practitioners.
- Provide advice and support to parents, children and young people through the [SEND Information Advice and Support Service](#).
- Provide information via [Staffordshire Connects](#) including the Family Information Service.
- Provide guidance for schools in meeting the needs of children with SEND through the [Graduated Response Toolkit](#). A graduated response toolkit is also available for early years settings and one is under development for post 16 settings.
- Consult with children, young people and parents/carers in the development and review of local strategies.

- Provide accessible information for pupils with disabilities and their parents/carer; where necessary providing interpreters, including sign language interpreters.
- Provide free internet access in Staffordshire Libraries and ICT champions who can support parents/carers to access the SEND Local Offer and other information.

7. Monitoring and Review

- 7.1 It is the duty of all those working in the Local Authority's maintained schools and those working for Staffordshire County Council, on areas associated with accessibility, to ensure that this strategy is implemented and adhered to.
- 7.2 Staffordshire County Council will support schools in implementing the strategy and will continue to 'work with' parents/carers and our key partners in the context of our overall SEND Strategy (2020-25).
- 7.3 The SEND Strategic Management Group/SEND Inclusion and Partnership Group will oversee the delivery of the strategy as part of their overall strategic role and review the document annually. This group has representation from education, social care, health, the voluntary sector and parents/carers.
- 7.4 All schools and academies must publish an accessibility plan on their website which must comply with the statutory duties as detailed in Schedule 10 of the Equality Act 2010. To support schools, SCC has produced an accessibility plan template that can be adapted and by governing bodies for this purpose. (See Appendix 1).
- 7.5 Staffordshire County Council will monitor information published on the Local Offer to ensure accessibility plans are published on school's websites as a statutory duty. The Local Authority will monitor this and liaise with services and with partner agencies and providers to ensure links are current and in place.

Appendix 1 – Accessibility Plan Template

All schools are required to have an accessibility plan and this checklist is designed to help when writing and reviewing them.

What to cover	Tips
<p>Accessibility plans must set out how the school will:</p> <ul style="list-style-type: none"> • Aim to increase the extent to which pupils with disabilities can participate in the curriculum • Improve its physical environment to enable disabled pupils to take better advantage of the education, benefits, facilities and services provided • Improve the availability of accessible information for disabled pupils 	<p>An audit (see Appendix 2 – School checklist) could help you to identify potential barriers to access and what you could do about them. For example:</p> <ul style="list-style-type: none"> ▪ Are all the shelves in the library accessible to all? ▪ Is there adequate lighting in all areas? ▪ Is information provided in large print, Braille, etc.? ▪ Do the curriculum and resources include examples of people with disabilities? ▪ To what extent do teachers consider the individual needs of pupils in their lessons?
<p>Details of how you will make the school's curriculum, physical environment and information more accessible for people with disabilities</p>	<p>This section could include the following:</p> <ul style="list-style-type: none"> ▪ Targets ▪ The actions that will be put in place to meet these targets ▪ Timescales ▪ Who is responsible for particular targets/actions? ▪ Success criteria.
<p>Monitoring and evaluating the plan</p>	<p>When was the plan approved? When will it be reviewed? By who?</p>

Appendix 2 – School Checklist – To assist schools identify barriers to accessibility.

Access to site

- Disabled parking signposted at car park entrance and disabled parking space(s)
- Dropped kerb to pavement with appropriate textured paving
- High contrast signage to the entrance
- Adequate lighting along pathway
- Walkways are evenly paved and in good condition
- Clear of overhanging trees or windows opening onto the pathways
- All stepped areas are accessible by ramp with tactile surface at top and bottom
- Appropriate handrails starting before the first step and finishing after the last.
- Edges of steps/stairs are highlighted

Entrance

- Height of entrance bell clearly visible and contrasting with surrounding areas
- Entrance mats are flush with floor, no tripping hazard
- Area well lit and has clear signage.

Reception

- Provision of a Lighting Transition Zone out of the main traffic area where a visually impaired person can adjust to the different light levels when entering a building
- Clear of obstacles or clutter
- Glazing is clearly marked by banding or frosting to indicate its presence

Corridors

- Plain non-glare, non-slippery flooring
- Adequate lighting, not pooling
- Corridors are free of clutter, both floors and walls
- Doors are painted in a colour that contrasts with their frame and surroundings
- Clear and tactile signage to classrooms are fitted to the outside wall, not the door
- Displays are at eye level, tactile if possible.
- Raised areas/steps, which protrude into an open space are highlighted.

Cloakrooms

- Coat hooks a good size and contrasting colour.

Local Members Interest
Cllr Trevor Johnson Cllr Stephen Sweeney

Prosperous Staffordshire Select Committee – Thursday 12 November 2020

North Staffordshire Local Air Quality Plan (NSLAQP) – Outline Business Case

Recommendations

I recommend that Members note the contents of the attached Cabinet report and,

- a. Satisfy themselves that the Outline Business Case supporting the preferred option has been properly prepared and due process has been followed.
- b. Recommend any amendments to be made to the report so that they it can be considered by Cabinet on 16th December.
- c. Provide any comments which will be reported to the Cabinet for Members to take into account in their consideration of this matter.

Report of Cllr David Williams, Cabinet Member for Highways and Transport

Summary

What is the Select Committee being asked to do and why?

1. The report to be considered by Cabinet on 16th December sets out the work undertaken to develop the NSLAQP, including the consideration and assessment of options and the transport and air quality modelling work undertaken to determine a preferred option, to deliver the primary aim of achieving compliance with the standard for safe NO₂ concentrations limit of 40µg/m³ (annual average) in the shortest possible time.
2. Cabinet will be asked for their approval to formally submit an Outline Business Case (OBC) to Government to fund a package of interventions on the highway designed to address illegal exceedances of Nitrogen Dioxide by 2023. Of the three exceedance locations identified in North Staffordshire, only one is along the A53 in Newcastle for which Staffordshire County Council (the County Council) is the responsible Highway Authority. In approving the OBC Cabinet will endorse a preferred option solution consisting largely of traffic management interventions and cleaner buses, rather than the alternative of introducing a Charging Clean Air Zone to tackle the problem.
3. Members are being asked to note the contents of the attached Cabinet report and,
 - a. Satisfy themselves that the Outline Business Case supporting the preferred option has been properly prepared and due process has been followed

- b. Recommend any amendments to be made to the report so that it can be updated for consideration by Cabinet on 16th December.
- c. Provide any comments which will be reported to Cabinet for Members to take into account in their consideration of this matter

Report

Background

4. In February this year Members received a background report via the Chair to update them on the work being undertaken by the County Council in partnership with Stoke on Trent and Newcastle Under Lyme Borough Councils to address air quality exceedances in North Staffordshire, specifically the exceedance on A53 Basford Bank within Newcastle Borough. Members were made aware that a report presented to Newcastle Economy Environment and Place Scrutiny Committee on 5th February 2020 put this matter in the public domain and formed key background to this project.
5. Members will recall that in October 2018, Ministers for the Department for Environment, Food and Rural Affairs (DEFRA) and Department for Transport (DfT) respectively, served two ministerial directions on Newcastle under Lyme Borough Council (NULBC) under the provisions of The Environment Act 1995 (Feasibility study for nitrogen dioxide compliance) (No 2) and (Implementation of measures for nitrogen dioxide compliance) Air Quality Direction 2018. This work is being co-ordinated by the Governments Joint Air Quality Unit (JAQU).
6. The two directions and associated JAQU guidance required:
 - a. NULBC and Stoke on Trent City Council (SOTC) to jointly further investigate EU exceedances of nitrogen dioxide (NO₂) on roads within the Borough and City and identify measures that could bring forward compliance with NO₂ limits as soon as possible **or** review the implementation of a chargeable clean air zone. (referred to as the NSLAQP)

And

 - b. NULBC to implement a bus engine retrofit programme to busses that operate on the A53 to be implemented as soon as possible in order to bring forward compliance of NO₂ levels. This does not directly involve the County Council
7. The County Council as Highway Authority for Newcastle is supporting this project although is not included within any Ministerial Direction to date.
8. The report to be considered by Cabinet sets out the work undertaken to develop the NSLAQP, including the consideration and assessment of options and the transport and air quality modelling work undertaken to determine a preferred option, to deliver the primary aim of achieving compliance with the standard for safe NO₂ concentrations limit of 40µg/m³ (annual average) in the shortest time.

9. Cabinet will be asked for their approval to formally submit an OBC to Government to fund a package of interventions on the highway designed to address illegal exceedances of Nitrogen Dioxide by 2023. Of the three exceedance locations identified in North Staffordshire, only one is along the A53 in Newcastle for which the County Council is the responsible Highway Authority. In approving the OBC Cabinet will endorse a preferred option solution consisting largely of traffic management interventions and cleaner buses, rather than the alternative of introducing a Charging Clean Air Zone to tackle the problem.
10. A Full Business Case (FBC) submission for the Preferred Option will be required by July 2021 and after approval by Cabinet, it will then be implemented by the end of 2022 to deliver compliance with legal requirements for controlling nitrogen dioxide concentrations by the year 2023.
11. A further Ministerial Direction is expected to be issued directing implementation of the preferred option and this will necessarily include the County Council.
12. All costs associated with the project should be met by Central Government including officer time to date.

Link to Strategic Plan

13. Implementation of this project will help achieve the County Council's vision, outcomes and priorities and principles as listed below:

Vision

A county where big ambitions, great connections and greener living give everyone the opportunity to prosper, be healthy and happy

Outcomes

Have access to more good jobs and share the benefits of economic growth — Be healthier and independent for longer — Feel safer, happier and more supported in their community

Priorities

Help Staffordshire's economy to grow and generate more good jobs

Invest in infrastructure for growing communities

Principles

Think climate change in all we do to limit our impact on the planet

14. By reducing roadside nitrogen dioxide concentrations at specific locations where they are predicted to exceed statutory limits, we will improve air quality and help reduce exposure to harmful pollutants, which can contribute to health problems, especially for some vulnerable people. The proposed traffic management measures

will support active travel options such as cycling and walking and will encourage healthier lifestyles, which will support businesses in maintaining a healthy workforce and contribute to climate change priorities.

15. By avoiding the introduction of a charging clean air zone, by investing in traffic management infrastructure, business and communities will benefit economically.
16. However, any option that is implemented to tackle nitrogen dioxide exceedances may have indirect sustainability and climate change benefits or impacts.
17. The OBC (Appendix C) assesses climate change implications through the assessment of the carbon dioxide (CO₂) change throughout a 10-year operation period. This utilises data obtained through the TUBA assessment. The preferred option is calculated to have 13,324 tonne CO₂ **increase**. The benchmark CAZ D is calculated to have a 194,854 tonne CO₂ **decrease**.
18. The increase in CO₂ for the preferred option reflects the increase in travel distance as some vehicle reroute to avoid the bus gates. The improvement under the CAZ scenario mostly reflects vehicle upgrades to avoid the CAZ charge.

Community Impact

19. A comprehensive community impact assessment (CIA) was prepared as part of the OBC for the project. Information from this document has been used to prepare a full CIA to SCC guidance and a summary CIA is attached to this report.

List of Background Documents/Appendices:

Cabinet Report 16th December 2020 including the following appendices

- a. Summary of the feasibility study
- b. The preferred option
- c. NSLAQP Outline Business Case
- d. NSLAQP Covid sensitivity test results

Community Impact Assessment – Summary Document (Preferred Option)

Community Impact Assessment – Summary Document (Clean Air Zone)

Contact Details

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Cabinet Meeting on Wednesday 16 December 2020

North Staffordshire Local Air Quality Plan (NSLAQP) – Outline Business Case



Cllr David Williams, Cabinet Member for Highways and Transport said,

“Insert quote agreed with relevant Cabinet Member(s) and Communications Team. Contact Cristian Marcucci or Paula Wright for assistance.”

Report Summary:

The purpose of this report is to obtain Cabinet approval to formally submit an Outline Business Case (OBC) to Government to fund a package of interventions on the highway designed to address illegal exceedances in of Nitrogen Dioxide by 2023. Of the three exceedance locations identified in North Staffordshire, one is along the A53 in Newcastle for which Staffordshire County Council (the County Council) is the responsible Highway Authority. In approving the OBC for submission Cabinet will endorse a Preferred Option solution consisting largely of traffic management interventions and cleaner buses, rather than the alternative of introducing a Charging Clean Air Zone to tackle the problem.

In October 2018, Ministers for the Department for Environment, Food and Rural Affairs (DEFRA) and Department for Transport (DfT) respectively, served a Ministerial Direction on Newcastle under Lyme Borough Council (NULBC) and Stoke on Trent City Council (SOTCC) under the provisions of The Environment Act 1995 (Feasibility study for nitrogen dioxide compliance) (No 2) and (Implementation of measures for nitrogen dioxide compliance) Air Quality Direction 2018 (the “2018 Direction”) and a direction under the Environment Act 1995 (Implementation of measures for nitrogen dioxide compliance) requiring retrofit of buses travelling down the A53 (the “Retrofit Direction”) was served only on NULBC. This work is being co-ordinated by the Governments Joint Air Quality Unit (JAQU).

The 2018 Direction and the Retrofit Direction and associated JAQU guidance required:

NULBC and SOTCC to jointly further investigate EU exceedances of nitrogen dioxide (NO₂) on roads within the Borough and City and identify measures that could bring forward compliance with NO₂ limits as soon as possible **or** review the implementation of a chargeable clean air zone. (referred to as the NSLAQP)

and

NULBC to implement a bus engine retrofit programme to buses that operate on the A53 to be implemented as soon as possible in order to bring forward compliance of NO₂ levels. This does not directly involve the County Council

The County Council as Highway Authority is supporting the project **although is not included within any Ministerial Direction to date.**

The report sets out the work undertaken to develop the NSLAQP, including the consideration and assessment of options and the transport and air quality modelling work undertaken to determine a preferred option, to deliver the primary aim of achieving compliance in the shortest possible time.

A Full Business Case (FBC) submission for the Preferred Option will be required by July 2021 and will then be implemented by the end of 2022 to deliver compliance with legal requirements for controlling nitrogen dioxide concentrations by the year 2023.

Recommendations

I recommend that Cabinet:

- a. Considers the comments received in relation to the North Staffordshire Local Air Quality Plan from Prosperous Staffordshire Select Committee held on November 12th 2020
- b. Approves the OBC for the North Staffordshire Local Air Quality Plan for tackling roadside nitrogen dioxide exceedances, including technical addenda, as contained in Appendices 3 and 4, to be formally submitted to Central Government, in line with the requirements of the 2018 Direction and subsequent amendments by the Secretary of State for the Environment.
- c. Approves the preferred option, as described in Appendix 2, which subject to Government approval of the FBC will be wholly funded by Central Government and implemented in late 2021 and 2022, in order to achieve compliance in 2023 with statutory limits for roadside nitrogen dioxide concentrations
- d. Request a further report from the Cabinet Member for Highways and Transport in June 2021, setting out the FBC, including the detailed costs and proposed funding bid to Central Government.
- e. Delegate authority to the Director of Economy, Infrastructure and Skills to authorise entering into a legal agreement with NULBC and SOTCC to jointly deliver the preferred option in line with the requirements of the 2018 Direction and subsequent amendments by the Secretary of State for the Environment.
- f. Approves the preferred option for implementation by the end of 2022 within Staffordshire, subject to its final approval at Cabinet in June 2021 ahead of submission of the FBC to Central Government and receipt of full funding from Central Government by autumn 2021.

- g. Authorises the Assistant Director for Connectivity and Sustainability to continue partnership working with NULBC and SOTCC to conclude the work on the FBC, recovering any monies expended by the County Council on staff time and consultancy fees as appropriate from NULBC who are the responsible authority for the disbursement of Central Government Grants for this project.

Local Members Interest	
Cllr Trevor Johnson	Newcastle - May Bank and Cross Heath
Cllr Stephen Sweeney	Newcastle – Newcastle South

Cabinet – Wednesday 16 December 2020

North Staffordshire Local Air Quality Plan (NSLAQP) – Outline Business Case

Recommendations of Cllr David Williams Cabinet Member for Highways and Transport.

I recommend that Cabinet:

- a. Considers the comments received in relation to the North Staffordshire Local Air Quality Plan from Prosperous Staffordshire Select Committee held on November 12th 2020
- b. Approves the OBC for the North Staffordshire Local Air Quality Plan for tackling roadside nitrogen dioxide exceedances, including technical addenda, as contained in Appendices 3 and 4, to be formally submitted to Central Government, in line with the requirements of the 2018 Direction and subsequent amendments by the Secretary of State for the Environment
- c. Approves the preferred option, as described in Appendix 2, which subject to Government approval of the FBC will be wholly funded by Central Government and implemented in late 2021 and 2022, in order to achieve compliance in 2023 with statutory limits for roadside nitrogen dioxide concentrations
- d. Request a further report from the Cabinet Member for Highways and Transport in June 2021, setting out the FBC, including the detailed costs and proposed funding bid to Central Government.
- e. Delegate authority to the Director of Economy, Infrastructure and Skills to authorise entering into a legal agreement with NULBC and SOTCC to jointly deliver the preferred option in line with the requirements of the 2018 Direction and subsequent amendments by the Secretary of State for the Environment.
- f. Approves the preferred option for implementation by the end of 2022 within Staffordshire, subject to its final approval at Cabinet in June 2021 ahead of submission of the FBC to Central Government and receipt of full funding from Central Government by autumn 2021.
- g. Authorises the Assistant Director for Connectivity and Sustainability to continue partnership working with NULBC and SOTCC to conclude the work on the FBC, recovering any monies expended by the County Council on staff time and consultancy fees as appropriate from NULBC who are the responsible authority for the disbursement of Central Government Grants for this project.

Report of the Director of Economy, Infrastructure and Skills

Reasons for Recommendations:

1. The County Council as Highway Authority is supporting the project, although not included within any Ministerial Direction to date. Officers from the County Council have been directly involved as members of the project team (the Joint Officer Group – JOG) since early 2019 and the Cabinet Member for Highways and Transport has been a member of the decision making joint Advisory Group (JAG)
2. The background to the development of the NSLAQP, along with a summary of the work undertaken to assess the initial evidence and appraise options, the development of a Preferred Option and the next steps to submit the FBC to Central Government, is provided in Appendix 1.
3. The governance structure for the project as shown in Appendix 1, has supported the project and provided assurance for the development of our preferred option and benchmark CAZ.
4. A description, along with initial draft technical layout plans for various components of the preferred option, is provided in Appendix 2.
5. A politically unapproved version of the OBC was submitted to Central Government on 15 May 2020, in line with the requirements of the 2018 Direction and subsequent requirements of the Parliamentary Under Secretary of State at the Department for Environment, Food and Rural Affairs. The entire OBC is attached in Appendix 3 and includes draft technical layout drawings for components of the preferred option.
6. Feedback from the OBC from the Government's Joint Air Quality Unit is being received and will be incorporated into the FBC which will be submitted to Central Government by July 2021
7. The politically unapproved OBC was required by Central Government to be submitted to the above timescale, despite the local authorities' concerns over the impact of the Coronavirus outbreak at that time. In July 2020, Government issued a requirement for the local authorities to undertake a sensitivity analysis of the preferred option to the likely impacts of Coronavirus on the local economy, and hence travel patterns and vehicle emissions. This work was undertaken between July and September 2020 and the results of this analysis are summarised in Appendix 4. In issuing this requirement, Central Government advised that the required year for Stoke-on-Trent and Newcastle-under-Lyme to achieve compliance with statutory limits for roadside NO₂ concentrations had been changed from 2022 to 2023, to take account of the impacts of Coronavirus both on the local economy and also on the local authorities' ability to complete the feasibility study caused by conflicting service pressures.
8. Various factors will affect vehicle emissions and hence roadside NO₂ concentrations, including

- a. A slower rate at which individuals and businesses renew their vehicles, meaning that older (and more polluting vehicles) stay in use for longer than was originally assumed.
 - b. The acceleration of the trend to more flexible working patterns in particular homeworking and flexible start/finish times.
 - c. The propensity of people to use public transport, especially for those who use public transport on a discretionary basis and may choose to avoid public transport due to fears about social distancing.
 - d. The impact of Coronavirus on people's awareness of needing to improve personal health and fitness levels, resulting in a willingness to walk and cycle more, especially for shorter journeys.
 - e. The impact of Coronavirus on the local economy, including impacts on unemployment and changing demand in various sectors
9. The project team considered which variables would be relevant to North Staffordshire for Coronavirus sensitivity tests taking into account the nature of bus usage in the area and the historic traffic impacts of cycle schemes. Economic recovery policy responses by the three Local Authorities were also taken into consideration. JAQU mandated that a one year delay to fleet renewal was modelled. The content of the sensitivity tests was ratified by JAG. The necessary timing of this work meant that the project was unable to wait until the empirical evidence of the impact of Coronavirus is available.
10. The analysis has shown that whilst fleet renewal and economic downturn have negative impacts on vehicle emissions, the additional year to deliver compliance provides time for 'natural fleet replacement' to counter these negative impacts. The other listed factors have been found to have small impacts within the period that the study is seeking to deliver compliance with the statutory limit for roadside NO₂ concentrations. However, these small impacts do not affect the overall viability of the preferred option to achieve the primary aim. This means that the preferred option is still able to deliver the primary aim of achieving compliance with the requirements of the 2018 Direction.
11. Central Government is reviewing our conclusions and has confirmed that the study can progress towards completion of the FBC by July 2021. Subject to Cabinet approval of the OBC, it is planned to progress the completion and submission of the FBC by July 2021, following its review by Cabinet.
12. Assuming Government then approve the FBC and issue the funding and a further Ministerial Direction for implementation, contractors will be appointed to commence delivery of the preferred option, completed by the end of 2022 and thereby achieving compliance in 2023 with the statutory limit for nitrogen dioxide concentrations.
13. This report on the NSLAQP has been presented to Prosperous Staffordshire Select Committee 12th November 2020. SOTCC and NULBC are also presenting the NSLAQP to their respective Overview or Scrutiny committees on the same date. Cabinet are asked to consider the comments received from Prosperous Staffordshire Select Committee, which are attached in Appendix 5.

14. A report on the North Staffordshire Air Quality Plan was taken to Informal Cabinet on 6th June 2019. A background report was presented to Prosperous Staffordshire Select Committee Members in February 2020 through the Chair.

Alternative Options Considered

15. A considerable number of options have been reviewed and tested, as detailed in Appendix 1, in order to determine the 'preferred option' as detailed in Appendix 2.
16. The OBC as attached in Appendix 3, considered the options tested alongside the comparison of a benchmark Clean Air Zone – Type D as required by JAQU guidance.
17. The conclusion of the OBC is that the air quality standard can be achieved in the shortest possible time through the completion of the preferred option.
18. The 2018 Direction places a statutory duty upon SOTCC and NULBC to undertake a feasibility study and identify a preferred option, which must be assessed against a benchmark clean air zone. The County Council is implicated through being the responsible Highway Authority for Newcastle
19. A further Ministerial Direction will be issued after submission of the FBC, legally obliging all **three** local authorities to fully implement the preferred option.
20. At this stage in the study, the three local authorities have the options to:
 - a. Approve the OBC for formal submission to Central Government. This will enable the local authorities to progress the preferred option for inclusion in the FBC, and allow funding to be secured for its delivery in late 2021 and 2022, which will deliver compliance with the requirements of the 2018 Direction and achieve compliance in 2023 with the statutory limit for nitrogen dioxide concentrations. **This is the recommended option.**

or

- b. Not approve the OBC for formal submission to Central Government. This option will result in Central Government reviewing the local authorities' failure to respond to the requirements of the 2018 Direction and risks the imposition of a further Ministerial Direction requiring the implementation of a charging Clean Air Zone across parts or all the City of Stoke-on-Trent and Newcastle-under-Lyme.

Legal Implications

21. The 2018 Direction was issued to SOTCC and NULBC on 4 October 2018. This imposes a legal requirement on the two authorities to undertake a feasibility study in accordance with HM Treasury's Green Book approach, to identify the option(s) which will deliver compliance with legal limits for NO₂ in the shortest time possible.
22. To ensure that air quality is improved for Newcastle under Lyme residents supporting their health and wellbeing, under Part IV of the Environment Act 1995,

NULBC has a legal duty to review and assess air quality in its area and to report against objectives for specified pollutants of concern, to DEFRA. Air Quality Objectives are defined in European Directives that are incorporated within UK air quality strategies and regulations, most recently, the National Air Quality Plan published in July 2017.

23. The 2018 Direction served on NULBC and SOTCC is legally binding. Failure to comply with the 2018 Direction may result in judicial review proceedings being brought against that NULBC and SOTCC. Any such proceedings could result in adverse costs awards being made against NULBC and SOTCC.
24. Following Central Government approval of the FBC expected to be in August/September 2021, a further Ministerial Direction will be issued by Central Government, using the power conferred by section 85(5) of the Environment Act 1995, imposing a legal duty on the local authorities to implement the NSLAQP for NO₂ compliance. This Ministerial Direction is expected to include the County Council
25. Implementation of the preferred option will require the activities of all three local authorities to be coordinated via a formal legal agreement. It has been agreed that the County Council Legal Team will lead on the preparation of this document. The legal agreement will detail the responsibilities and obligations of each local authority in respect of implementing the preferred option. A fee proposal for this work should be covered by the Central Government grant as detailed below.

Resource and Value for Money Implications

26. The preparation of the NSLAQP is being carried out in-house, working jointly with officers from NULBC and SOTCC plus transport, air quality and project management consultancy support
27. The costs associated with developing the OBC and FBC and subsequent implementation, monitoring and evaluation of the preferred option should be met through Central Government grants (Implementation Fund), administered by JAQU. NULBC are the responsible authority for disbursement of these monies. The County Council costs claimed from NULBC have to date been fully recovered. A Strategic Finance Business Partner from the County Council's Finance Team is involved in the project team.
28. There has been, and will continue to be, a requirement to procure additional grants to fund the completion of specific tasks, including the appointment of contractors to implement the preferred option and specialist consultants to manage its delivery and also to monitor and evaluate the impacts, in order to demonstrate to Central Government that the requirements of the 2018 Direction have been met.
29. NULBC have procured consultants Sweco (transport consultants) and Ricardo (air quality consultants) to undertake technical work supporting the OBC, through an OJEU compliant framework. These consultants have been invited to tender for the FBC work. Amey have been commissioned through the County Council's Infrastructure + contract to produce preliminary scheme designs and cost estimates

within Staffordshire for the OBC. The Financial and Commercial Cases of the OBC articulate that they will undertake the detailed design work and implement interventions that form part of the preferred option in Newcastle and detailed in the FBC. Other works within Staffordshire will be delivered by contractors on existing frameworks. The County Council's Procurement team will be necessarily involved to competitively source elements like enforcement cameras and IT equipment and software. Enforcement of the A53 bus gate will be undertaken via the existing enforcement arrangements which are shared with SOTCC. Additional staff required should be covered by the Central Government grant.

30. Value for Money is currently demonstrated in the OBC which has been produced to Treasury Green Book Guidance and demonstrates that the preferred option is the best value scheme. An FBC will be developed from this, along the same principles and reviewed by JAQU.

Key Risks

31. A comprehensive risk assessment has been undertaken as part of the OBC development, which has identified the following key risks:
 - a. The uncertainty associated with the Coronavirus pandemic, although a sensitivity analysis has been completed which demonstrates that the Coronavirus linked factors that may affect travel patterns, and hence vehicle emissions and pollution, are relatively small and counterbalance each other.
 - b. Highways England's support for the preferred option, which is critical given the need to place signage on their network and the importance of the A500 and A50 in the local road network. These roads form part of the national Strategic Road Network ("SRN") and are managed by Highways England on behalf of the DfT. The preferred option includes measures which help to mitigate the impacts of the preferred option on the SRN.
32. The Management Case in the OBC (within Appendix 3) details the risk management strategy in place to minimise the impact of risks whilst ensuring potential opportunities are maximised. It closely links to the monitoring and evaluation and benefits realisation strategies that will be updated and enhanced to reflect the uncertainty of Coronavirus.

Community Impact Assessment (CIA)

33. A Community Impact Assessment has been produced based upon the analysis undertaken as part of the OBC in Appendix 3 for the preferred option and the benchmark Clean Air Zone. The checklists and executive summaries are attached.

Public Sector Equality Duty

34. The preferred option does not disproportionately impact groups with protected characteristics.

35. The CAZ scheme disproportionately negatively affects disabled people and males in terms of payment of the CAZ charge, disabled people and women in terms of taxi usage, young people in terms of bus usage and children in terms of road links with the largest increases in traffic flow.

Environment

36. The preferred option has a negative impact on climate change as it increases carbon emissions by 13,324 tonnes, if the scheme operates for 10 years. However, it is very unlikely that it would be in place for that long, and it could be withdrawn after 5-6 years.
37. The increase in CO₂ for the preferred option reflects the increase in travel distance as some vehicle reroute to avoid the bus gates. The improvement under the CAZ scenario mostly reflects vehicle upgrades to avoid the CAZ charge.
38. The CAZ will bring all road links into compliance with the EU directive limit of 40µgm³ and provides a saving of 555 tonnes per year of NO_x and 35 tonnes per year saving of PM_{2.5}. The preferred option provides a saving of 101 tonnes per year of NO_x and 3 tonnes per year of PM_{2.5}. If the CAZ operates for 10 years, then the scheme will result in a reduction of 194,854 tonnes of CO₂ emissions due to vehicle upgrades and amended journeys as a response to the CAZ charge.

Economy / Transport

39. The preferred option will negatively affect people in terms of increasing vehicle operating costs fuel costs and travel time at certain times and for certain movements. It has the potential to be seen as restricting traffic movements and therefore the ability to conduct business. However, the measures improve local air quality which benefits the local area.
40. Drivers of non-compliant vehicles will be subject to a daily charge to enter the CAZ boundary. This can be avoided by upgrading their vehicle, amending their journey or cancelling their journey. The impact will be felt by communities and businesses.
41. Operators with non-compliant HGVs will have to bear the costs of CAZ charges or upgrade vehicles. Greater impacts forecast to be felt by smaller companies (freight in particular), bus and taxi operators.

List of Background Documents/Appendices:

- Appendix 1 - Summary of the feasibility study
- Appendix 2 - The preferred option
- Appendix 3 - NSLAQP Outline Business Case (Background Documents)
- Appendix 4 - NSLAQP Covid-19 sensitivity test results
- Appendix 5 - Comments received from Prosperous Staffordshire Select Committee
12th November 2020

Contact Details

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Staffordshire
County Council

Community Impact Assessment Checklist and Executive Summary

Name of Proposal:

North Staffordshire Local Air Quality Plan – approval of Outline Business Case. Assessment of the **Clean Air Zone**.

Project Sponsor:

Clive Thomson, Assistant Director for Connectivity and Sustainability

Project Manager:

Nick Dawson, Connectivity Strategy Manager

Date Completed:

01/10/20

Final Checklist

Prior to submitting your Community Impact Assessment (CIA), please ensure that the actions on the checklist below have been completed, to reassure yourself / SLT / Cabinet that the CIA process has been undertaken appropriately.

Checklist	Action Completed	Comments/Actions
The project supports the County Council's Business Plan, priorities and MTFS.	✓	Links to priorities to help Staffordshire's economy to grow and generate more good jobs and invest in infrastructure for growing communities. Implementation of the scheme will be cost neutral for the Authority as all funding will be provided by Government.
It is clear what the decision is or what decision is being requested.	✓	Cabinet is being asked to approve the preferred option and formal submission of the Outline Business Case to Government.
For decisions going to Cabinet, the CIA findings are reflected in the Cabinet Report and potential impacts are clearly identified and mitigated for (where possible).	✓	The cabinet report includes the headline information.
The aims, objectives and outcomes of the policy, service or project have been clearly identified.	✓	The Strategic Case of the Outline Business Case states the aims, objectives, outcomes and reason for change.
The groups who will be affected by the policy, service or project have been clearly identified.	✓	The preferred option is a highway solution and as such the impacts are felt spatially. See communities below.
The communities that are likely to be more adversely impacted than others have been clearly identified.	✓	The detailed traffic and air quality models enable impacts to be forecast at a granular level and overlaid with LSOA level population geodemographic data.
Engagement / consultation has been undertaken and is representative of the residents most likely to be affected.	✗	A full EQIA will be completed as part of the Development of the Full Business Case which will include the relevant consultations. Initial community engagement had been planned for this summer before Covid19 affected the ability to hold information events.
A range of people with the appropriate knowledge and expertise have contributed to the CIA.	✓	Transport and air quality consultants have undertaken the traffic and air quality modelling, produced the economic case and completed a distributional analysis. The project group which includes officers from the three Local Authorities have provided local intelligence and assurance.
Appropriate evidence has been provided and used to inform the development and design of the policy, service or project. This includes data, research,	✓	A Distributional analysis was undertaken as part of the Outline Business Case and is available as part of the supporting

Checklist	Action Completed	Comments/Actions
engagement/consultation, case studies and local knowledge.		<p>documentation. Data was analysed at LSOA level including:</p> <ul style="list-style-type: none"> • The Indices of Multiple Deprivation, • UK business count data, • Office for National Statistics population data split by age, gender and ethnicity, • Sensitive receptors for air quality data using Ordnance Survey data and local knowledge • Postcode data for businesses with Operator Licences allowing operation of HGVs. <p>The study area comprised the whole of North Staffordshire which relates to the North Staffordshire Multi-Modal Traffic Model and the associated air quality model domain. A central impact area was also defined for more detailed analysis.</p> <p>An Economic assessment was also undertaken as part of the main Outline Business Case document.</p>
The CIA evidences how the Council has considered its statutory duties under the Equality Act 2010 and how it has considered the impacts of any change on people with protected characteristics.	✓	All protected characteristics were considered as part of the Distributional Analysis and the impact on affected populations of described geographically and by type of impact e.g. road traffic accidents.
The next steps to deliver the project have been identified.	✓	Work to complete the Full Business Case.

Executive Summary

The Executive Summary is intended to be a collation of the key issues and findings from the CIA and other research undertaken. This should be completed after the CIA and research has been completed. Please structure the summary using the headings on the left that relate to the sections in the CIA template. Where no major impacts have been identified, please state N/A.

	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
<p>PSED</p> <p>What are the impacts on residents with a protected characteristic under the Equality Act 2010? Highlight any concerns that have emerged as a result of the equality analysis on any of the protected groups and how these will be mitigated. It is important that Elected Members are fully aware of the equality duties so that they can make an informed decision, and this can be supported with robust evidence.</p>	<p>Protected characteristics of disability, sex and age are affected when journeys enter the CAZ.</p>	<p>In terms of accident risk, the CAZ will be most beneficial to areas with greater numbers of resident population with a registered disability suggesting a disproportionate benefit for these groups who are more vulnerable to the risk of accidents.</p>	<p>In terms of personal affordability, areas with a higher ratio of disabled populations are likely to experience higher costs with a CAZ. These are predominantly near the town centres and as such these populations will be most heavily impacted by the CAZ. Taxis are often relied upon by disabled who are unable to drive and could face a disproportionate share of any CAZ charges the private hire vehicle operators choose to pass on.</p> <p>The area of impact for the CAZ has a higher than average proportion of males and therefore men will pay higher than average costs. Evidence shows that women rely on taxis and PHVs</p>	<p>It is recommended that the Preferred Option is accepted and the Outline Business Case is formally submitted to Government on this basis to avoid the negative impacts of a CAZ.</p>

	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
			<p>slightly more than men. If PHVs increase their costs in response to the CAZ charge then these costs will be more greatly felt by women.</p> <p>In terms of personal affordability young people are more reliant on buses who may choose to pass on the costs associated with the CAZ charge. The CAZ causes the largest increases in traffic in areas with the highest number of children. Cost potentially forming a barrier to access to places of worship and GP surgeries if located within CAZ boundary.</p>	
<p>Health and Care</p> <p>How will the proposal impact on residents' health? How will the proposal impact on demand for or access to social care or health services?</p>	<p>Potential impacts in relation to mental health and independent living depending on response of taxi operators. Accidents where traffic flows reduce.</p>	<p>Traffic flows reduce on a significant number of road links reducing the risk of road accidents. Many of these links are forecast to reduce by over 10%.</p>	<p>Uncertainty associated with the scheme when new.</p> <p>Private hire vehicles may pass on cost increases.</p>	<p>It is recommended that the Preferred Option is accepted and the Outline Business Case is formally submitted to Government on this basis to avoid the negative impacts of a CAZ.</p>
<p>Economy</p> <p>How will the proposal impact on the economy of</p>	<p>Extensive impacts in relation to economic growth, poverty and income and access to jobs.</p>		<p>Operators with non-compliant HGVs will have to bear the costs of CAZ</p>	<p>It is recommended that the Preferred Option is accepted and the Outline Business Case is formally submitted to</p>

	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
Staffordshire or impact on the income of Staffordshire's residents?			charges or upgrade vehicles. Greater impacts forecast to be felt by smaller companies (freight in particular), bus and taxi operators. Lower income households are more likely to own a non-compliant vehicle. Jobs may be at risk if a CAZ scheme is delivered due to increased operating costs felt by businesses.	Government on this basis to avoid the negative impacts of a CAZ.
Environment How will the proposal impact on the physical environment of Staffordshire? Does this proposal have any Climate Change implications?	Air quality, transport and climate change in North Staffordshire	Will bring all road links into compliance with the EU directive limit of 40µgm ³ . The CAZ scheme provides a saving of 555 tonnes per year of NOx and 35 tonnes per year saving of PM2.5. If the CAZ operates for 10 years then the scheme will result in a reduction of 194,854 tonnes of CO2 emissions due to vehicle upgrades and amended journeys as a response to the CAZ charge.	Drivers of non-compliant vehicles will be subject to a daily charge to enter the CAZ boundary. This can be avoided by upgrading their vehicle, amending their journey or cancelling their journey. The impact will be felt by communities and businesses.	It is recommended that the Preferred Option is accepted and the Outline Business Case is formally submitted to Government on this basis to avoid the negative impacts of a CAZ.
Localities / Communities	Participation in leisure activities		People with non-compliant	It is recommended that the Preferred Option is

	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
How will the proposal impact on Staffordshire's communities?			vehicles wishing to access leisure opportunities based within the CAZ would have to pay the CAZ charge or upgrade their vehicle to continue to do so. They may also look for other leisure opportunities that are unaffected by the CAZ or cancel their journey.	accepted and the Outline Business Case is formally submitted to Government on this basis to avoid the negative impacts of a CAZ.



Staffordshire
County Council

Community Impact Assessment Checklist and Executive Summary

Name of Proposal:

North Staffordshire Local Air Quality Plan – approval of Outline Business Case. Assessment of the **Preferred Option**.

Project Sponsor:

Clive Thomson, Assistant Director for Connectivity and Sustainability

Project Manager:

Nick Dawson, Connectivity Strategy Manager

Date Completed:

01/10/20

Final Checklist

Prior to submitting your Community Impact Assessment (CIA), please ensure that the actions on the checklist below have been completed, to reassure yourself / SLT / Cabinet that the CIA process has been undertaken appropriately.

Checklist	Action Completed	Comments/Actions
The project supports the Council's Business Plan, priorities and MTFS.	✓	Links to priorities to help Staffordshire's economy to grow and generate more good jobs and invest in infrastructure for growing communities. Implementation of the scheme will be cost neutral for the Authority as all funding will be provided by Government.
It is clear what the decision is or what decision is being requested.	✓	Cabinet is being asked to approve the preferred option and submission of the Outline Business Case to Government.
For decisions going to Cabinet, the CIA findings are reflected in the Cabinet Report and potential impacts are clearly identified and mitigated for (where possible).	✓	The cabinet report includes the headline information.
The aims, objectives and outcomes of the policy, service or project have been clearly identified.	✓	The Strategic Case of the Outline Business Case states the aims, objectives, outcomes and reason for change.
The groups who will be affected by the policy, service or project have been clearly identified.	✓	The preferred option is a highway solution and as such the impacts are felt spatially. See communities below.
The communities that are likely to be more adversely impacted than others have been clearly identified.	✓	The detailed traffic and air quality models enable impacts to be forecast at a granular level and overlaid with LSOA level population geodemographic data.
Engagement / consultation has been undertaken and is representative of the residents most likely to be affected.	✗	A full EQIA will be completed as part of the Development of the Full Business Case which will include the relevant consultations. Initial community engagement had been planned for this summer before Covid19 affected the ability to hold information events.
A range of people with the appropriate knowledge and expertise have contributed to the CIA.	✓	Transport and air quality consultants have undertaken the traffic and air quality modelling, produced the economic case and completed a distributional analysis. The project group which includes officers from the three Local Authorities have provided local intelligence and assurance.
Appropriate evidence has been provided and used to inform the development and design of the policy, service or project. This includes data, research,	✓	A Distributional analysis was undertaken as part of the Outline Business Case and is available as part of the supporting

Checklist	Action Completed	Comments/Actions
engagement/consultation, case studies and local knowledge.		<p>documentation. Data was analysed at LSOA level including:</p> <ul style="list-style-type: none"> • The Indices of Multiple Deprivation, • UK business count data, • Office for National Statistics population data split by age, gender and ethnicity, • Sensitive receptors for air quality data using Ordnance Survey data and local knowledge • Postcode data for businesses with Operator Licences allowing operation of HGVs. <p>The study area comprised the whole of North Staffordshire which relates to the North Staffordshire Multi-Modal Traffic Model and the associated air quality model domain. A central impact area was also defined for more detailed analysis.</p> <p>An Economic assessment was also undertaken as part of the main Outline Business Case document.</p>
The CIA evidences how the Council has considered its statutory duties under the Equality Act 2010 and how it has considered the impacts of any change on people with protected characteristics.	✓	All protected characteristics were considered as part of the Distributional Analysis and the impact on affected populations of described geographically and by type of impact e.g. road traffic accidents.
The next steps to deliver the project have been identified.	✓	Work to complete the Full Business Case.

Executive Summary

The Executive Summary is intended to be a collation of the key issues and findings from the CIA and other research undertaken. This should be completed after the CIA and research has been completed. Please structure the summary using the headings on the left that relate to the sections in the CIA template. Where no major impacts have been identified, please state N/A.

	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
<p>PSED</p> <p>What are the impacts on residents with a protected characteristic under the Equality Act 2010? Highlight any concerns that have emerged as a result of the equality analysis on any of the protected groups and how these will be mitigated. It is important that Elected Members are fully aware of the equality duties so that they can make an informed decision, and this can be supported with robust evidence.</p>	<p>Protected characteristics of disability and age are affected in areas where traffic flows are forecast to change or where bus infrastructure improvements are located. Non-protected characteristic relating to deprivation.</p>	<p>Disability: The analysis shows that the preferred option in terms of accidents and accessibility will have a substantial distributional impact disproportionately benefitting the most vulnerable residents with regards to disability. Age: In terms of air quality the improvements are marginally greater for areas with a greater proportion of children than those with a lower proportion of children but overall there is no distributional trend. The bus infrastructure improvements provide a disproportionate accessibility benefit to children due to the location of LSOAs with higher proportions of young people.</p>	<p>The preferred option will negatively affect people in terms of operating costs, fuel costs and travel time. Any increase in these costs will be felt more by low income households as they will represent a greater proportion of household income. These disbenefits are only felt by certain journeys that would have otherwise travelled through the bus gates.</p>	<p>To review during the development of the Full Business Case. People could consider retiming their journeys away from the peak periods. The preferred option includes improvements to walking and bus infrastructure. The communications plan will ensure these are effectively promoted.</p>
<p>Health and Care</p> <p>How will the proposal impact on residents' health? How will the proposal impact on demand for or access</p>	<p>Users of public transport and pedestrians.</p>	<p>Improvements to bus infrastructure including real time passenger information will increase</p>		<p>To review during the development of the Full Business Case. Communications plan can provide communities with</p>

	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
to social care or health services?		confidence in using the bus. Two new pedestrian crossing points will provide dedicated time to safely cross the road.		information in a timely manner.
Economy How will the proposal impact on the economy of Staffordshire or impact on the income of Staffordshire's residents?	People making journeys that currently travel through the bus gate locations during the peak periods. Bus users.	Improvements to bus infrastructure including real time information will make it easier for people to travel to work.	The preferred option will negatively affect people in terms of operating costs, fuel costs and travel time. Potential to be seen as restricting traffic and therefore the ability to easily conduct business however the measures will improve local air quality which will improve the local area.	To review during the development of the Full Business Case. People could consider retiming their journeys away from the peak periods. The preferred option includes improvements to walking and bus infrastructure. The communications plan will ensure these are effectively promoted.
Environment How will the proposal impact on the physical environment of Staffordshire? Does this proposal have any Climate Change implications?	Air quality, transport and climate change in North Staffordshire.	Will bring all road links into compliance with EU directive limit of 40µgm ³ . The preferred option provides a saving of 101 tonnes per year of NO _x and 3 tonnes per year of PM _{2.5} . Bus services are exempt from the bus gates and therefore will gain a competitive advantage compared to similar journeys by car.	Over a ten-year period of operation the preferred option adds 13,324 tonnes of carbon into the air. The preferred option will impact any vehicles travelling along the affected routes. Depending on their origin and	To review during the development of the Full Business Case. The preferred option is a short term proposal which will be removed when natural compliance of the vehicle fleet has been achieved.

	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
			destination of journeys they may experience increased travel distance and therefore time and travel costs.	
Localities / Communities	The changes are unlikely to have any impact on each of the topic areas.			
How will the proposal impact on Staffordshire's communities?				

North Staffordshire Local Air Quality Plan (NSLAQP) – Summary of feasibility study

1 Background and legislative requirements

- 1.1 The current statutory limit for nitrogen dioxide (NO₂) concentrations related to air pollution was originally specified in the [2008 EU Ambient Air Quality Directive](#), which, amongst other requirements, set the assumed safe annual average limit for NO₂ concentrations at 40 micrograms per cubic metre (µg/m³) of air.
- 1.2 The UK Government's National Air Quality Plan was published in [2015](#) and updated in [2017](#), and this Plan embraced the requirements of the EU Directive. In progressing the delivery of the Plan, the Government identified around 60 local authority areas where these limits are likely to be exceeded as a result of pollution from traffic on local road networks.
- 1.3 In October 2018, a further [supplement](#) to the National Air Quality Plan required a number of local authorities across the UK to work to tackle predicted exceedances. Newcastle-under-Lyme Borough and Stoke-on-Trent City Councils were issued with a [Ministerial Direction](#), under the requirements of the Environment Act 1995. The Direction requires the authorities to tackle air quality issues at specific locations in the North Staffordshire area where nitrogen dioxide (NO₂) concentrations are predicted to exceed statutory limits set by the EU in 2008. Specifically, the Direction requires the authorities to undertake:
- "... a Feasibility Study ... to identify the option which will deliver compliance with legal limits for nitrogen dioxide in the area for which the authority is responsible, in the shortest possible time."
- 1.4 In summary, the Ministerial Direction legally obliges the local authorities to identify and deliver a plan that results in:
- **all local road links in the study area having annual average NO₂ concentrations of 40µg/m³ or less, in the shortest possible time and by the start of 2022.**
- This is the "**primary aim**". The time period has since been amended by Government to 2023, to reflect the impacts of the coronavirus pandemic. This is explained further in Section 6.
- 1.5 The Ministerial Direction also includes the requirement for the local authorities to assess the viability of a "Clean Air Zone", (CAZ) which is a defined area related to the identified exceedance location(s), that imposes a daily charge on motor vehicles in some or all classes (with the exception of motor cycles), if they are of an age that does not meet the latest emissions standards.
- 1.6 The benchmark option (against which other options will need to be measured) is required to be a charging CAZ of a high enough classification to bring about compliance in the shortest possible time. There are four classes of CAZ identified within the "[UK Plan for tackling roadside nitrogen dioxide concentrations 2017](#)", and

these are summarised in Figure A1 below, including vehicle type and minimum euro engine classification allowed to enter a CAZ without payment of a charge.

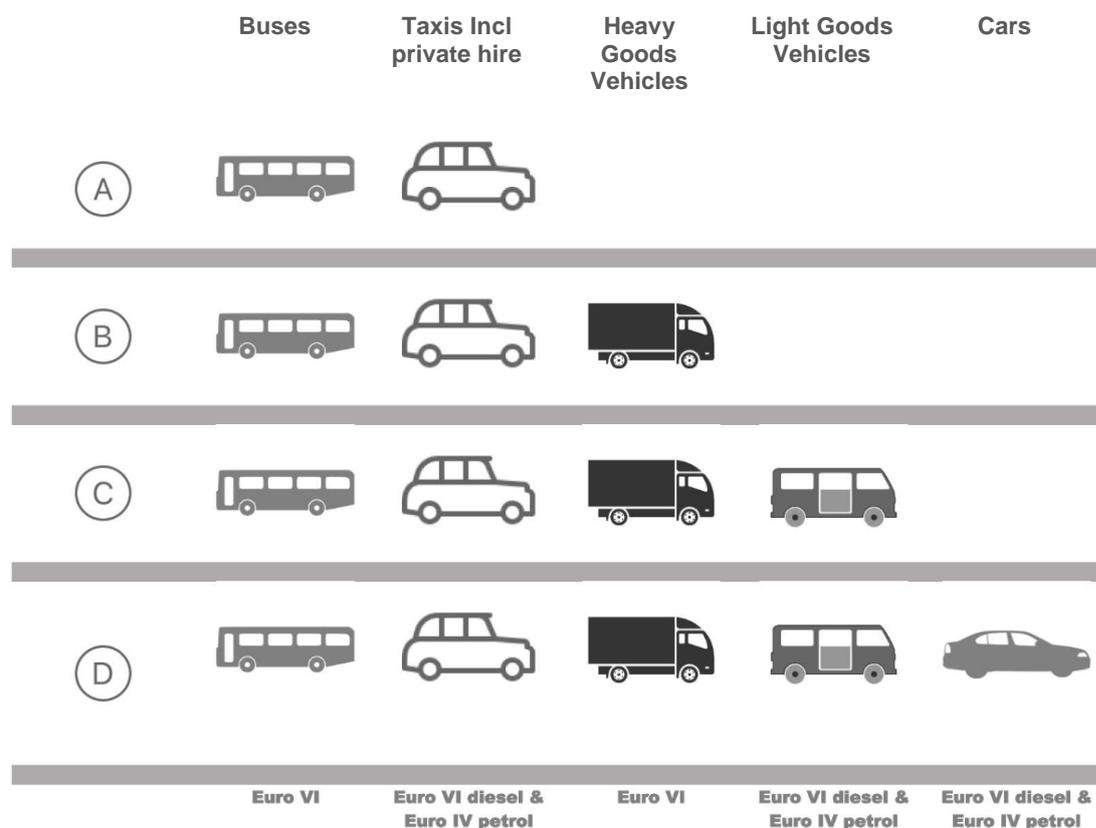


Figure A1 – CAZ types as identified in “UK Plan for tackling nitrogen dioxide concentrations 2017”

- 1.7 The 2018 Ministerial Direction required Newcastle-under-Lyme Borough and Stoke-on-Trent City Councils to work together on a joint plan, and Staffordshire County Council has also supported the work, as it is the highway and transport authority for the Newcastle-under-Lyme part of the study area.
- 1.8 This requirement to assess a CAZ solution enables the authorities to “benchmark” their preferred option against the CAZ for its ability to deliver compliance with the statutory limit in the shortest possible time and more quickly than a CAZ.
- 1.9 In the case of cars and light goods vehicles, the vehicle ages that would be liable to payment of the CAZ charge would be those vehicles registered before September 2015 for diesel vehicles (i.e. not a Euro 6 engine), or before January 2006 for petrol vehicles (i.e. not a Euro 4 engine).

2 Governance arrangements

- 2.1 Early in the feasibility study process, Newcastle-under-Lyme Borough, Stoke-on-Trent City and Staffordshire County Councils agreed a governance structure to manage the study process and to work jointly to develop the NSLAQP in line with government requirements. Central to managing the process is the existence of the Joint Advisory Group (JAG) which is chaired by a Cabinet Member from one of the

authorities and is responsible for overseeing the work of the project team – the Joint Officer Group (JOG). The JAG meets as required and at least quarterly to ensure timely progress and to make decisions on what proposals should be progressed for inclusion within the Outline Business Case (OBC) and Full Business Case (FBC) and to coordinate the decision making process via the Cabinets of the three local authorities.

- 2.2 This work is undertaken in conjunction with dialogue with the Government’s Joint Air Quality Unit (JAQU). JAQU also employs the services of Local Partnerships to provide a project assurance role, in particular ensuring that the Commercial and Management Cases for the proposals are robust and provide value for money.
- 2.3 Figure A2 provides a summary of the governance structure and working arrangements.

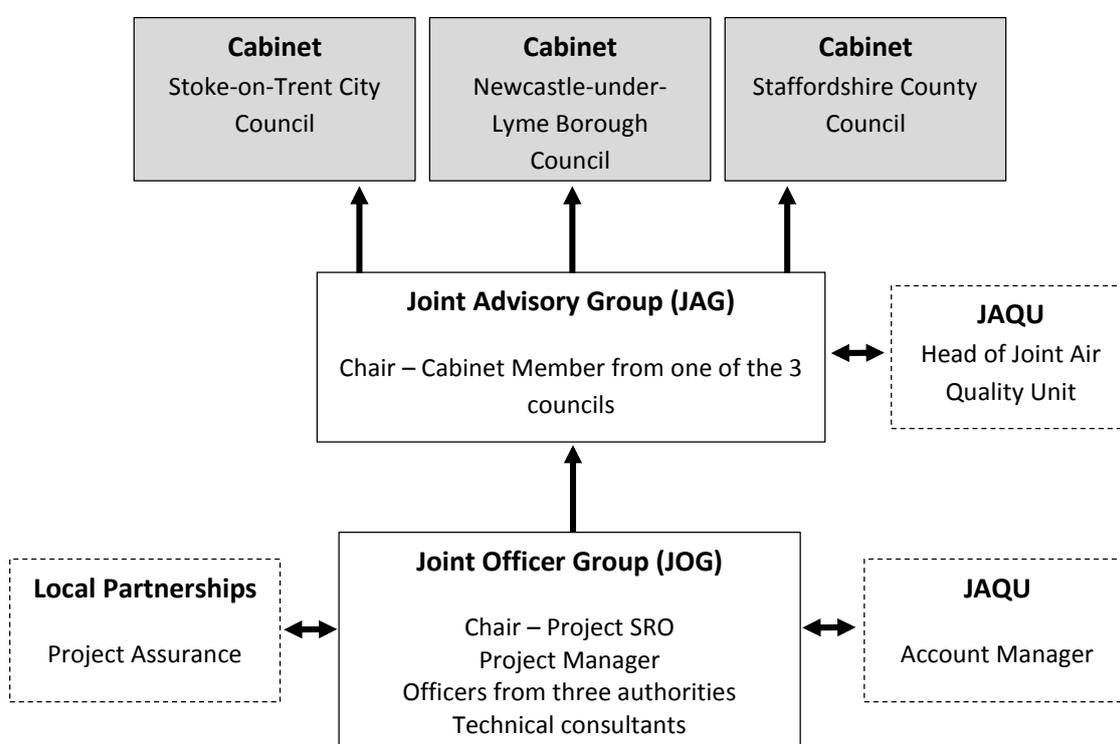


Figure A2 – NSLAQP Governance structure

3 Initial Evidence

3.1 The initial evidence phase of the study involved the gathering of traffic and air quality data and its analysis, using transport and air quality modelling techniques, to determine the scale of the problem in relation to identifying those locations on the local road network where NO₂ concentrations were predicted to exceed the statutory limit by the prescribed date. This identified three locations in the study area where NO₂ concentrations are predicted to exceed the statutory limit and hence action needs to be taken to bring them into compliance in the shortest possible time.

3.2 The locations are:

- A. The A53 (Etruria Road) between Victoria Street and Basford Park Road.
 - B. The section of the A50 (Victoria Road) in Fenton, between Maud Street and Hitchman Street.
 - C. The A5008 (Bucknall New Road) between Potteries Way and Lindop Street.
- 3.3 Figure A3 shows the above locations highlighted in red. Those road links highlighted in orange are the ones where the modelling predicted NO₂ concentrations within 5µg/m³ of the statutory limit and hence a need to focus on ensuring that any plans to tackle the exceedance locations does not result in other increases in NO₂ concentrations to or above the statutory limit.

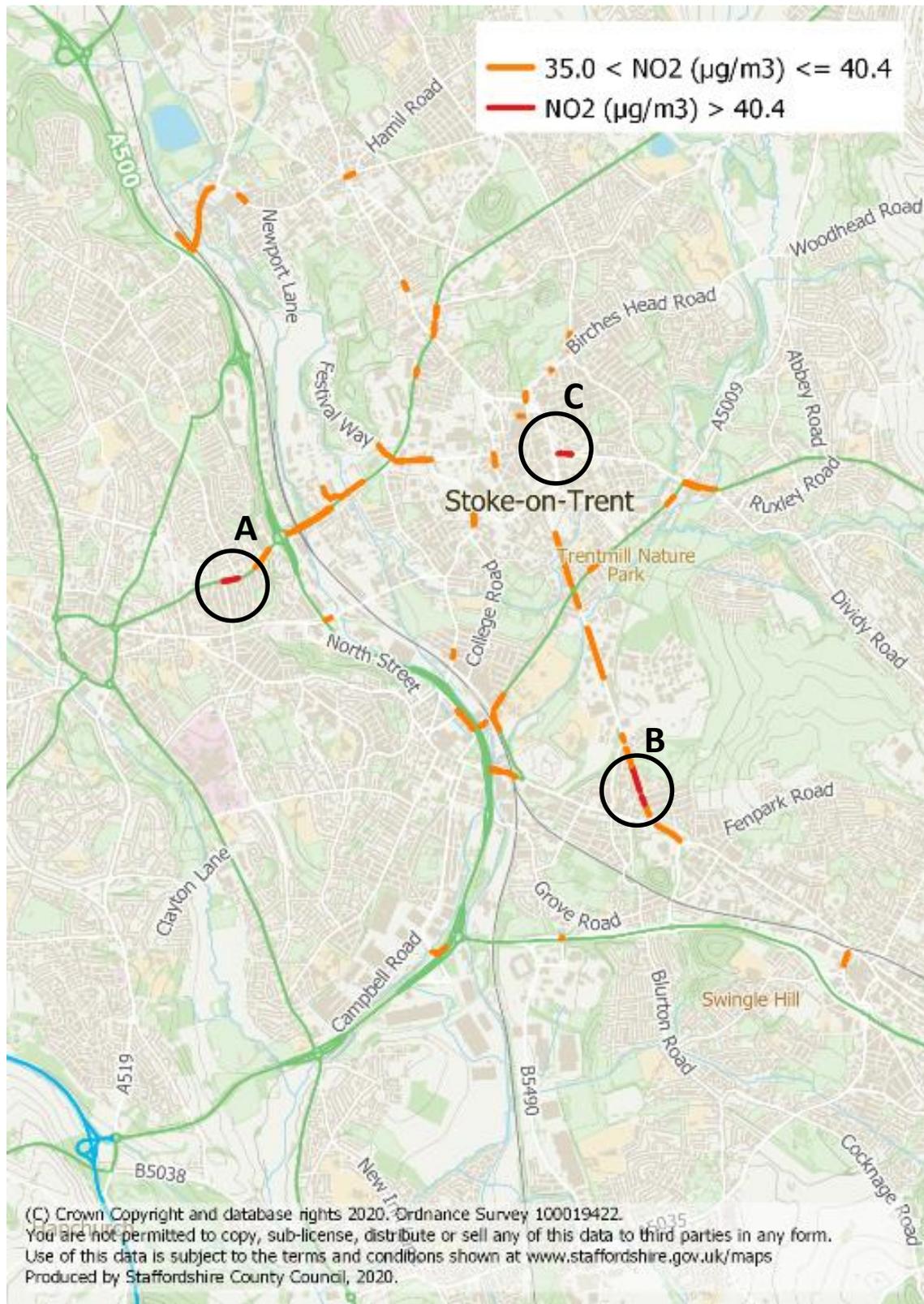


Figure A3 – NO₂ exceedance locations on local road network in 2022 from local modelling

4 Options appraisal and the preferred option

- 4.1 A range of options were identified through the transport and air quality modelling process and assessment of their outputs, stakeholder workshops and through dialogue with Government and these were appraised against their ability to deliver the primary aim.
- 4.2 These options included the consideration of charging clean air zones (CAZs). As explained in section 1.6, a CAZ is an area where targeted action is taken to improve air quality, potentially including charging vehicles a daily fee, to drive in the area if they fail to meet specified emissions standards. For example, Birmingham is planning to introduce a charging CAZ in its central area which will require drivers of specific vehicles to pay a charge (£8 for cars, more for other vehicle classes) if they do not meet the latest “Euro” emissions standards.
- 4.3 A summary of the shortlisted options considered is provided in Table A1 below. The summary of the assessment of the options’ ability to deliver the primary aim is summarised by the predicted NO₂ concentrations in 2022. The timescales to achieve the primary aim of compliance are those that were assessed “pre-Covid”, and as explained in Section 6, the post-Covid timescales are one year later.

Option	Description	Predicted NO ₂ concentrations in 2022 (µg/m ³)
A53 = Etruria Road, BNR = Bucknall New Road, VR = Victoria Road		
Reference case	Do nothing	<ul style="list-style-type: none"> • A53 42.7 • BNR 42.2 • VR 45.6 NO₂ compliance not achieved
1	Benchmark CAZ D <ul style="list-style-type: none"> • A benchmark charging CAZ covering the area of the three exceedances and imposing daily charges (cars/taxis £5, LGVs £9, HGVs/buses £35) on non-compliant vehicles (all categories) entering or driving within the area. See Figure A4 for proposed CAZ D area. 	<ul style="list-style-type: none"> • A53 33.4 • BNR 30.9 • VR 36.1 NO₂ compliance achieved Timescale to deliver – slow (est. 2023)
2	Low impact traffic management scheme <ul style="list-style-type: none"> • A53 Etruria Road - Basford Park Road right turn ban • Bucknall New Road - 50% bus retrofit • Victoria Road - Bus gate plus 100% bus retrofit 	<ul style="list-style-type: none"> • A53 41.7 • BNR 40.8 • VR 40.1 NO₂ compliance not achieved Also created new exceedances Timescale to deliver – fast (est. late 2021)
3	High impact traffic management plus Victoria Road mini-CAZ <ul style="list-style-type: none"> • A53 Etruria Road – Westbound peak period bus gate 	<ul style="list-style-type: none"> • A53 39.9 • BNR 37.0 • VR 34.8 NO₂ compliance achieved

	<ul style="list-style-type: none"> • Bucknall New Road – 100% bus retrofit • Victoria Road – Mini-CAZ around immediate vicinity of Victoria Road 	<p>Timescale to deliver – slow (est. 2023)</p>
4	<p>High impact traffic management scheme (Core schemes of the preferred option)</p> <ul style="list-style-type: none"> • A53 Etruria Road – Westbound peak period bus gate plus alterations to nearby signals • Bucknall New Road – 75% bus retrofit • Victoria Road – Northbound peak period bus gate plus upgraded traffic calming / management on adjacent residential streets. 100% bus retrofit 	<ul style="list-style-type: none"> • A53 38.9 • BNR 39.4 • VR 39.3 <p>NO₂ compliance achieved</p> <p>Timescale to deliver – fast (est. late 2021)</p>
5	<p>Alternative Benchmark CAZ C</p> <ul style="list-style-type: none"> • A benchmark charging CAZ covering the area of the three exceedances and imposing daily charges on non-compliant vehicles (all categories EXCEPT cars) entering or driving within the area. See Figure A4 for proposed CAZ C area. 	<ul style="list-style-type: none"> • A53 39.7 • BNR 35.4 • VR 41.4 <p>NO₂ compliance not achieved</p> <p>Timescale to deliver – slow (est. 2023)</p>
6	<p>High impact traffic management scheme plus complementary measures</p> <ul style="list-style-type: none"> • As option 4 plus other measures including travel planning, bus route enhancements, electric vehicle charging, vegetation removal on A53 Etruria Road. 	<ul style="list-style-type: none"> • A53 38.6 • BNR 39.3 • VR 39.2 <p>NO₂ compliance achieved</p> <p>Timescale to deliver – fast (est. late 2021)</p>

Table A1 – summary of options tested and their ability to achieve compliance with the primary aim

NOTE – “post-Covid” dates to achieve compliance are as indicated in the Table, plus one year.

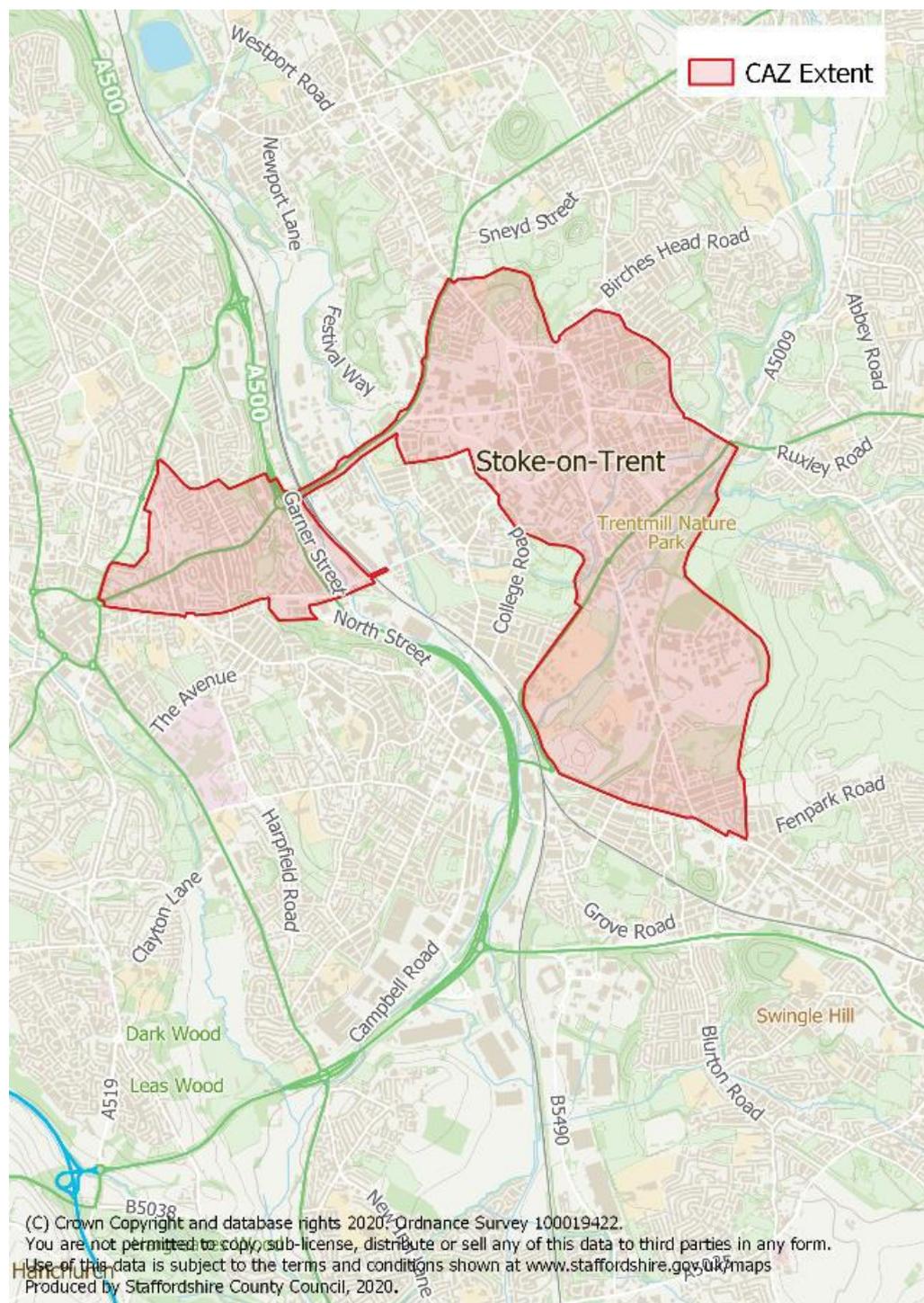


Figure A4 – Benchmark CAZ C and D areas for appraisal of Options 1 and 5

- 4.4 The options appraisal demonstrated that a non-charging option was capable of delivering the primary aim of compliance with the statutory limit for NO₂ concentrations in the shortest possible time. This option was progressed and discussed with Members and local MPs resulting in its submission within the unapproved OBC in May 2020 as the “preferred option”.
- 4.5 The dialogue between local MPs and the Air Quality Minister in March 2020 resulted in additional proposals being appraised for inclusion within the preferred option or as alternatives. These proposals were appraised through transport and air quality

modelling for their ability to support delivery of the primary aim and are listed in Table A2 along with a summary (in *italics*) of the conclusions from the analysis and/or response from JAQU for each.

Option A	Hybrids of option 4, which could add:
A1	<ul style="list-style-type: none"> • A permit scheme, which for an annual fee would allow motorists to exempt themselves from the proposed two bus gates <p><i>The assessment demonstrated that the demand for permits would result in an increase in use of the bus gates by non-compliant vehicles and due to the closeness of the predicted NO₂ concentrations to the statutory limit this would result in a high risk of future exceedances of the statutory limit.</i></p>
A2	<ul style="list-style-type: none"> • An Ultra-Low Emission Vehicle (ULEV) exemption, allowing ultra-low emission vehicles to drive through the two bus gates <p><i>JAQU and the Department for Transport have identified issues with approval for signing that would allow ULEV exemptions. Discussions continue with JAQU given the fact that Nottingham has trialled such a scheme in a bus lane.</i></p>
A3	<ul style="list-style-type: none"> • A restriction on taxi use of the bus gates to those only licensed within Stoke-on-Trent or Newcastle-under-Lyme to support policy objectives to maintain service quality <p><i>JAQU and the Department for Transport have indicated that they would not support the installation of the required signing, citing enforcement challenges.</i></p>
A4	<ul style="list-style-type: none"> • Permits for small businesses within Victoria Road and A53 areas. <p><i>The assessment demonstrated that the demand for permits would result in an increase in use of the bus gates by non-compliant vehicles, and due to the closeness of the predicted NO₂ concentrations to the statutory limit this would result in a high risk of future exceedances of the statutory limit.</i></p>
Option B	<p>One or two “mini-CAZs” – one related to Victoria Road (as in option 3) and one around the A53 exceedance site.</p> <p><i>The timescale required to deliver any CAZ solutions is significantly longer than that for option 4 and therefore this solution does not comply with the shortest possible time component of the primary aim.</i></p>
Option C	<p>Relocation of the proposed Victoria Road bus gate to a point just north of Dewsbury Road.</p> <p><i>Relocation of the bus gate would still restrict through traffic along the whole of Victoria Road (i.e. City Road to Joiners Square) but was</i></p>

	<i>assessed to result in too much additional traffic leading to non-compliance in terms of NO₂ concentrations.</i>
Option D	<p>24 hour diesel ban covering the large CAZ D area.</p> <p><i>Likely to receive adverse impact from businesses and individual motorists who have invested in modern Euro 6 fleet/vehicles thinking they are compliant and meeting latest emissions standards.</i></p> <p><i>A part time diesel ban is unlikely to remove sufficient vehicles to achieve compliance in terms of NO₂ concentrations.</i></p>
Option E	<p>A part-time CAZ D for the area.</p> <p><i>The timescale required to deliver any CAZ solutions is significantly longer than that for option 4 and therefore this solution does not comply with the shortest possible time component of the primary aim.</i></p>

Table A2 – Additional proposals appraised

4.6 Following their dialogue with the Air Quality Minister and the above assessments, a workshop with the local MPs concluded that further consideration should also be given to:

- A diesel vehicle scrappage scheme, to support the acceleration of fleet renewal and/or modal shift to sustainable modes, across the urban area but providing demonstrable contributions to tackling NO₂ concentrations at the three exceedance sites.
- A re-review of the complementary measures within option 6 to promote and support public transport even further given the importance of public transport to securing the specific requirements of the Direction.
- A review in relation to the traffic management measures that are required within option 4 to mitigate against potential displaced traffic, in particular in relation to Manor Street which has been cited as a specific concern due to its proximity to Victoria Road and potential use as a “rat-run”.

4.7 JAQU subsequently dismissed the viability of a scrappage scheme linked to the preferred option stating that “The preferred option does not involve charging vehicles and therefore in comparison to CAZs in other (local authorities) the scale of impact realised by individuals and businesses are significantly less”, and that “A scrappage scheme ... cannot be justified ... based on the distributional analysis provided and the objectives of the Clean Air Fund”. In view of this feedback this option has been dismissed as it is highly unlikely to be considered favourably for funding and evidence from other authorities has shown that such area-based proposals are not supported by JAQU for funding when seeking to tackle localised exceedances in NO₂ concentrations.

4.8 The remaining options of the complementary measures and the traffic management measures linked to Victoria Road are under review as the detailed design of the preferred option progresses.

4.9 MPs and the three Council Leaders also agreed that no form of CAZ will be pursued as part of any preferred option.

4.10 Government agreed to a further time period of six weeks to enable these proposals to be appraised ahead of submission of the unapproved OBC by 15 May 2020.

5 Unapproved OBC submission

5.1 Following the appraisal of the additional proposals outlined in section 4.5, the feasibility study culminated in the submission of an unapproved OBC to Government on 15 May 2020, as required by the Air Quality Minister, which set out the rationale for the measures that are contained within the preferred option.

5.2 The OBC was submitted as an unapproved document due to the onset of the Covid-19 pandemic which prevented debate through the three Councils' Scrutiny and Select Committees and subsequent approval by the three Cabinets. This was agreed with the Government Minister responsible for air quality.

5.3 The OBC and preferred option are based on assumptions about traffic flows and travel patterns that take no account of the impact of Covid-19 on the local economy and it was made clear to Government that the submission, including details of the preferred option, had not been consulted on or debated by Members, except for those attending JAG.

5.4 The unapproved OBC submission included the details of the preferred option for tackling the predicted NO₂ exceedances which is evidenced by the feasibility study to deliver the primary aim in the shortest possible time.

5.5 The preferred option avoids the need for a charging CAZ and is based on a series of traffic management measures designed to manage traffic flows at peak times and hence vehicle emissions at the predicted exceedance locations.

5.6 In summary, the preferred option comprises:

- The "retrofit" of parts of the local bus fleet with equipment to bring their emissions into line with the latest emissions standards.
- Two peak period bus gates which only permit buses, authorised emergency service vehicles, taxis and pedal cycles between the hours of 0700-1000 and 1600-1900, Monday to Friday, located at:
 - A53 Etruria Road, westbound (i.e. towards Newcastle-under-Lyme), immediately to the west of the roundabout with the A500.
 - A50 Victoria Road, Fenton, northbound (i.e. towards Joiners Square) just to the north of the City Road roundabout.
- The enhancement of existing traffic calming and management measures in the areas either side of Victoria Road, Fenton, to minimise and/or prevent the use of these streets by non-local traffic.
- A series of bus network enhancements to improve the attractiveness of the bus networks that use these routes.

5.7 The preferred option is described in full in Appendix B of this report.

6 Covid-19 sensitivity testing

- 6.1 Following the submission of the unapproved OBC, Government reasserted its commitment to tackle NO₂ exceedances and expects mandated authorities to deliver their air quality plans in the shortest possible time. In July 2020, Government then asked the local authorities to look at the potential impacts of the coronavirus pandemic on traffic and hence vehicle emissions through a process of sensitivity testing which considered a specified range of factors linked to:
- Higher prevalence of **home working**, including flexible working
 - Lower use of **public transport**, either due to the requirements of social distancing and/or changes in the commercial bus network
 - Higher use of **active transport**, in particular walking and cycling
 - Fewer business trips due to **suppressed economic activity**, including the potential impacts linked to higher unemployment levels
 - Delayed **vehicle fleet renewal** due to fewer new vehicle sales, resulting in more older (and more polluting) vehicles staying on the road for longer.
- 6.2 This testing has assessed the level of uncertainty regarding whether the current preferred option is able to deliver compliance with the statutory NO₂ concentration limits in the shortest possible time.
- 6.3 Government also extended its deadline for delivery of our air quality plan and FBC by up to four months. This extension allowed time for the requirement for the above extra work and also for the impact of the pandemic on officers' workloads, meaning the FBC must now be completed by July 2021 and the preferred option implemented by September 2022. Government also amended the required year for achieving compliance with the NO₂ statutory limit to 2023, although compliance is still expected to be achieved in the shortest possible time.
- 6.4 The parameters of the sensitivity testing were agreed with JAQU and endorsed through JAG, which took two months to complete, and in summary concluded that:
- The delay in vehicle fleet renewal has a small negative impact on emissions, in effect because older, more polluting vehicles are being kept on the road for longer.
 - The impact of the pandemic on public transport use within the study area is very minimal, basically because the vast majority of public transport users are "tied" to its use and have no viable alternative.
 - The increase in homeworking is having a short term but marginal beneficial impact, but the longer term impacts (at least in relation to the compliance year) are minimal.
 - The increase in active travel is again marginal, for example linked to leisure travel, which is a welcome impact. However, any impacts were considered to be insufficient to justify reductions in predicted vehicle journeys.
 - The negative impacts of the pandemic on the local economy are complex and potentially long-lasting, but in relation to the required compliance year for NO₂ concentrations the impacts are minimal.
- 6.5 In summary, there are small negative impacts of the pandemic on vehicle emissions and hence NO₂ concentrations, but these negative impacts are countered by the additional "year to compliance" from 2022 to 2023 that Government has specified. The net impacts are therefore assumed to be nil overall in relation to the ability of the preferred option to deliver compliance in the shortest possible time.

6.6 The results and conclusions of the sensitivity analysis are set out in more detail in Appendix D of this report.

7 Full Business Case (FBC) development and submission

7.1 The sensitivity testing has clearly confirmed that the current preferred option is still likely to be valid to tackle the predicted NO₂ exceedances in the shortest possible time.

7.2 Government is reviewing the unapproved OBC and has confirmed that the study should progress towards completion of the FBC by July 2021. Further JAQU funding is being sought to undertake this phase of the work. Subject to Cabinet approval of the OBC, it is planned to progress the completion and submission of the FBC by July 2021 with this being reported to Cabinets in each local authority.

7.3 Subject to receipt of full funding for the scheme from Government by September 2021, contractors will then be appointed to implement the preferred option. Construction of the traffic management measures, implementation of traffic orders and installation of retrofit technology on the buses will take approximately 12 months to complete meaning that the preferred option will be completed by the end of 2022. This will ensure the infrastructure is in place to deliver the required changes to travel patterns to deliver the required compliance with statutory limits for NO₂ concentrations by the Government's revised specified year of 2023.

7.4 During the development of the FBC there will be full engagement with local communities and stakeholders as the project progresses.

The Preferred Option – Full Description

1 A50 Victoria Road Bus Gate

A bus gate will be installed on the A50 Victoria Road exit of the King Street/City Road/Victoria Road junction. Traffic will be restricted to buses, cyclists, taxis and emergency service vehicles between Monday and Friday from 7am to 10am and 4pm to 7pm.

The splitter island will be widened and the kerbs re-aligned to provide a single lane bus gate. An ANPR camera will be located at the bus gate to monitor compliance and two rotating prism signs will be installed at the entrance to the bus gate. The prism signs will enable the display of multiple messages and will be blank when the bus gate is not in use.

Bus gate advanced direction signing will be provided on the local highway network on all approaches to the Victoria Road/City Road and A50/King Street junctions, including Prism and Variable Message Signs.

The scheme costs include installation, the Traffic Regulation Order, ten-years of maintenance, monitoring and operation, and decommissioning at the end of the project. It is expected that the cameras may need to be replaced after five years.

A ULEV exemption, allowing ultra-low emission vehicles to drive through the bus gate will be assessed and if considered deliverable will be added to the scheme in the Full Business Case (FBC).

2 A53 Etruria Road Bus Gate

A two-lane bus gate will be installed on the A53 Etruria Road westbound exit of the A53/A500 roundabout, with appropriate amendments to the existing road markings at the bus gate and on the circulatory carriageway. Traffic will be restricted to buses, cyclists, taxis and emergency service vehicles between Monday and Friday from 7am to 10am and 4pm to 7pm. Two rotating prism signs will be installed at the entrance to the bus gate to enable the display of multiple messages and will be blank when the bus gate is not in use. Two ANPR cameras will be installed to manage compliance.

Advanced direction signing will include prism signs on all approaches to the A500/A53 Etruria Road roundabout. Changes to destination signs on the A500 mainline carriageway in both directions are also proposed. This will include appropriate re-routing to the hospital and will also include variable message signs.

The scheme costs include installation, the Traffic Regulation Order, ten-years of maintenance, monitoring and operation, and decommissioning at the end of the project. It is expected that the cameras may need to be replaced after five years.

A ULEV exemption, allowing ultra-low emission vehicles to drive through the bus gate will be assessed and if considered deliverable will be added to the scheme in the Full Business Case (FBC).

3 Traffic Management East and West of Victoria Road

Traffic management measures will be required on roads to the east and west of Victoria Road in order to ensure that the adjacent local communities are not adversely impacted by traffic re-routings through these areas when the bus gates are in operation.

The following measures will be required to the East of Victoria Road:

- Replace existing worn and ineffective road humps in Beville Street, Stanier Street, Wileman Street, Philip Street, Elliot Road, Wedgwood Road, Warrington Street and Vivian Road and enhance the impact of the scheme by providing additional humps and carriageway re-surfacing.
- Provide new road humps and carriageway re-surfacing along Park Street, Minerva Road, Frederick Street, Cumberland Street and Clarence Street.
- Introduce one-way operation (direction of travel west to east) in Wileman Street (part) and Stanier Street (part).
- Provide an environmental weight restriction on the traffic calmed routes to prevent inappropriate large vehicles travelling through the area.
- Extend 20 mph zone to cover the whole traffic calmed area.

The following measures will be required to the West of Victoria Road:

- Replace existing worn and ineffective road humps in Manor Street, George Street, Edward Street and Hitchman Street and enhance the impact of the scheme by providing additional humps and carriageway re-surfacing.
- Provide new road humps and carriageway re-surfacing in Maud Street, Fountain Street and William Street. This includes two raised tables to improve safety at Christ Church C of E Primary School.
- Enhance signage to improve the enforcement of the existing environmental weight restriction in Manor Street.
- Closure of Hitchman Street at its junction with Victoria Road, maintaining access for pedestrians and cyclists.
- The existing western footway along Victoria Road at Hitchman Street will be extended to enhance the pedestrian environment.
- A 20mph zone to include the whole traffic calmed area.

4 Transport Improvements along A53 Etruria Road

The bus gate on A53 Etruria Road will significantly reduce traffic flows in the peak periods along this corridor and improve bus reliability. This will necessitate the review of signal timings at junctions along the corridor in order to maximise air quality benefits.

The increase in spare capacity along the corridor will create the opportunity for the provision of signalised pedestrian crossing facilities on all arms of the A53/Gladstone Street/Basford Park Road junction and the A53/Albert Street/Sandy Lane junction.

An existing bus stop along the A53 Etruria Road is located on the hill where it is observed that traffic can queue behind buses serving the stop. It is recommended that the bus stop is relocated to the east of Kingsfield Oval, opposite the New Vic Theatre where it is likely to have a reduced impact on air quality. Accessibility will be enhanced through the provision of

bus access kerbs and levelled footways. Real Time Bus Passenger Information will also be provided along the A53 corridor.

5 Bus Retrofit Programme

To deliver compliance on Bucknall New Road and Victoria Road the buses that use these routes will be retrofitted to achieve Euro VI emission standards. This involves the installation of the appropriate exhaust modification depending on vehicle type and age and associated e-cooling fan to minimise ongoing maintenance. This will be an expansion of the existing bus retrofit programme being delivered on the A53 as part of the separate Newcastle-under-Lyme Borough Council Ministerial Direction.

75% of buses that travel along the Bucknall New Road corridor and all buses travelling along Victoria Road require this improvement to ensure that compliance is achieved. Funding will be required for the retrofitting of 50 buses to ensure that the appropriate number of scheduled services can continue to operate on Bucknall New Road and Victoria Road. The two main operators are First Bus and D&G, and the smaller operators include Scraggs and Stantons of Stoke.

To market the cleaner bus fleet, enhance their visibility and encourage greater bus use, it is recommended that all buses that have been retrofitted are provided with a new branding in the form of a partial bus wrap. To monitor bus operator use of retrofit vehicles, ANPR cameras will be installed on Victoria Road, Bucknall New Road, at the junction with St Ann Street, and on the A53 to the east of the junction with Albert Street/Sandy Lane.

6 Bus Infrastructure Improvements

Enhanced bus infrastructure will be installed on routes that pass through or are parallel to the exceedance locations. This includes bus routes:

- To Abbey Hulton, Milton, Bentilee and Longton that converge at Bucknall New Road
- Along Victoria Road and parallel routes along College Road and A5007 City Road
- Along A53 Etruria Road between Newcastle town centre and Hanley City Centre, and parallel routes along the A52 and Shelton New Road.

The improvements are required to ensure that bus patronage is maximised along corridors that are at risk of air quality exceedances and where traffic modelling suggests that traffic flows and journey times may increase as traffic re-routes to avoid the bus gates. The cost of the package includes the installation and ten-year maintenance of:

- 89 real time bus passenger information (RTPI) screens
- 17 new bus shelters of which 8 are replacement and 9 are new facilities
- 27 accessible kerbs at bus stops
- Installation of CCTV at 71 bus stops.

Figure 1 provides a schematic summary of the key components of the preferred option.

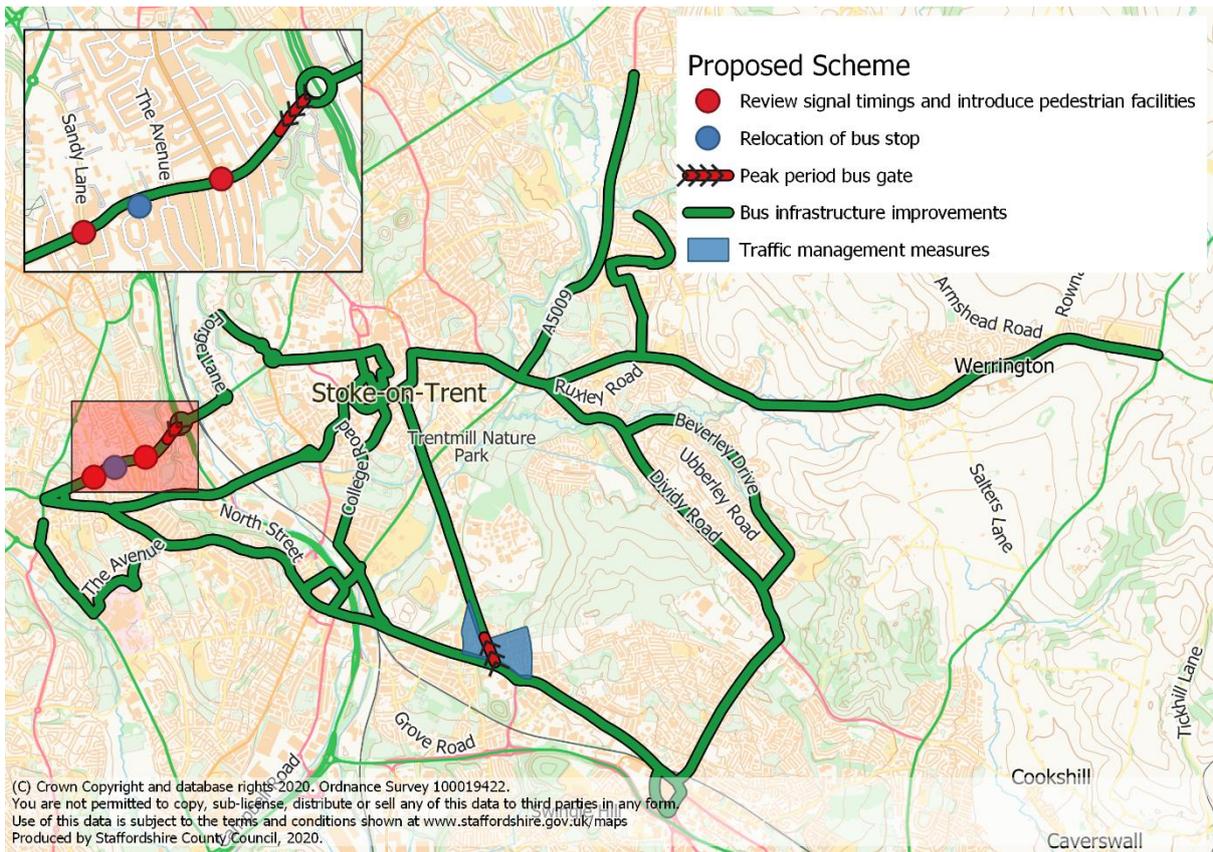


Figure 1 – Preferred Option – schematic summary

7 Monitoring and Evaluation Package

Funding will be required to deliver the Monitoring and Evaluation Plan as there is not expected to be adequate revenue generated from the bus gates to cover the costs.

Funding will be required to collect monthly air quality data at the 664 diffusion tube locations over the ten-year period. This includes 59 new sites.

ANPR will be collected at the five locations set up to enforce the bus gates and retrofitted buses. In order to monitor network wide changes in vehicle compliance, these ANPR cameras will need to be supplemented by a one-off ANPR data collection survey covering 15 additional sites.

The aim of the preferred option is to reduce emissions below the exceedance level by re-distributing traffic away from the three exceedance locations, whilst avoiding the creation of new exceedance locations. Funding will be required to monitor the actual changes in traffic flows compared to modelled flows. 13 new permanent traffic counters will be required at the exceedance sites and along two screen lines on the local highway network that intercept the key routes that are predicted to be affected by the re-assignment of traffic.

Funding is required to measure the change in passenger numbers over the ten-year period as a result of improved bus reliability and investment in bus infrastructure. Where available, data by fare stage collected from ticket equipment will be received from the bus operators and concessions data can provide a broad indication of the number of passengers on each service each month.

Links to Outline Business Case Appendices:

[Appendix 01 - Stated Preference Survey Report](#) PDF 850 KB

[Appendix 02 - Workplace Parking Levy Investigation](#) PDF 717 KB

[Appendix 03 - Indicative Design Drawings](#) PDF 24 MB

[Appendix 04 - Flow Difference Plots](#) PDF 1 MB

[Appendix 05 - Communications Survey Summary](#) PDF 526 KB

[Appendix 06 - Longlist of Measures](#) PDF 121 KB

[Appendix 07 - Refined Longlist of Options](#) PDF 129 KB

[Appendix 08 - Refined Shortlist of Options](#) PDF 77 KB

[Appendix 09 - Appraisal Summary Table - Preferred Option](#) PDF 138 KB

[Appendix 10 - Appraisal Summary Table - Benchmark CAZ D](#) PDF 137 KB

[Appendix 11 - Financial Model - Preferred Option](#) PDF 175 KB

[Appendix 12 - Financial Model - Benchmark CAZ D](#) PDF 83 KB

[Appendix 13 - Project Organogram](#) PDF 262 KB

[Appendix 14 - Project Programme](#) PDF 883 KB

[Appendix 15 - Implementation Programme Summary - Preferred Option](#) PDF 274 KB

[Appendix 16 - Implementation Programme Summary - Benchmark CAZ D](#) PDF 208 KB

[Appendix 17 - QRA Report - Preferred Option](#) PDF 1 MB

[Appendix 18 - Risk Register - Preferred Option](#) PDF 177 KB

[Appendix 19 - QRA Report - Benchmark CAZ D](#) PDF 1 MB

[Appendix 20 - Risk Register - Benchmark CAZ D](#) PDF 182 KB

[Appendix 21 - Benefits Realisation Plan](#) PDF 16 KB

[Appendix 22 - Monitoring & Evaluation Plan](#) PDF 3 MB

[Appendix 23 - Communications and Engagement Strategy](#) PDF 297 KB

[Appendix 24 - T1 Transport Modelling Tracker Table](#) PDF 43 KB

[Appendix 25 - T2 Local Plan Transport Model Validation Report](#) PDF 5 MB

[Appendix 26 - T3 Local Plan Transport Modelling Methodology Report](#) PDF 1 MB

[Appendix 27 - T4 Local Plan Traffic Forecasting Report](#) PDF 14 MB

[Appendix 28 - AQ1 - Air Quality Modelling Tracker](#) PDF 43 KB

[Appendix 29 - AQ2 - Air Quality Modelling Methodology Report](#) PDF 2 MB

[Appendix 30 - AQ3 - Air Quality Modelling Results Report](#) PDF 3 MB

[Appendix 31 - Analytical Assurance Statement](#) PDF 258 KB

[Appendix 32 - TD1 - Target Determination 1](#) PDF 22 KB

[Appendix 33 - TD2 - Target Determination 2](#) PDF 6 MB

[Appendix 34 - E1 Economic Modelling Report](#) PDF 2 MB

[Appendix 35 - E2 Economic Model](#) PDF 2 MB

[Appendix 36 - E3 Distributional Analysis](#) PDF 10 MB

[North Staffordshire Local Air Quality Plan - Exec Summary - Final](#) PDF 600 KB

[North Staffordshire Local Air Quality Plan - Unapproved OBC May 2020](#) PDF 4 MB

1 Introduction

During 2019, several options were modelled to help identify a preferred option to resolve air quality issues within the North Staffordshire area. Throughout 2020, the COVID-19 pandemic has had a significant impact on travel patterns. These impacts have included changes to work patterns, economic factors and people's preferred mode of transport. The Government's Joint Air Quality Unit (JAQU) have requested sensitivity tests to investigate how predicted post-COVID-19 transport behaviour will impact upon levels of nitrogen dioxide (NO₂) air pollution. Sensitivity testing is a key step within the analytical process and aims to quantify the impact of uncertainty in the analysis.

The Air Quality Directive states that a road is compliant when annual average NO₂ concentrations are at or below 40 µg/m³. Three road links in North Staffordshire (namely; A50 Victoria Road, A53 Etruria Road and Bucknall New Road) were predicted to exceed permitted NO₂ levels in the 2022 compliance year if no interventions were made. The existing preferred option was designed to address concentrations along these links and the modelling work to date has shown it will reduce concentrations to legal levels in 2022 whilst minimising adverse impacts. The sensitivity tests are designed to indicate what changes might occur to the compliancy of the network for a reference case scenario and to determine if the preferred option still achieves compliance across the network when the impacts of COVID-19 are considered.

The additional sensitivity tests are outlined within Section 2 and relate to:

- A one-year delay in the implementation period from 2022 to 2023 as agreed with JAQU to take account of the impacts of COVID-19, both on the local economy and the local authorities' ability to complete the business case given conflicting service pressures.
- A one-year delay to fleet renewal as users put off upgrading their vehicles.
- A best estimate of COVID-19 related impacts on travel patterns.

2 Scenarios

The following sensitivity tests were undertaken.

2.1 Test 1 - 2022 Preferred Option with delayed fleet change

This test is like the previously conducted 2022 preferred option though with the inclusion of a one-year delay to the vehicle fleet change. The fleet change delay is considered because economic constraints or concerns created by COVID-19 may delay private individuals' decisions to upgrade their existing vehicles by a year, thus resulting in a more aged and polluting fleet at 2022 than previously modelled.

Concentrations of NO₂ are decreasing over time without any local action. People replace their older vehicles with newer vehicles meeting stricter emissions standards. National modelling by the Department for Environment, Food & Rural Affairs (Defra) predicts that concentrations along major roads in North Staffordshire will reduce by approximately 1 - 2 µg/m³ per year on average as the fleet is modernised. This test delays this fleet change by applying the same fleet mix as predicted in 2021 for 2022, whilst assuming 2022 levels of traffic flows with no reduction in traffic as a result of COVID-19 impacts. This test can be regarded as an unrealistic worst-case assumption of the impacts due to it not modelling COVID-19 related reductions in flow, or assuming a delay in the implementation of local measures. It is still a valuable test as it allows the uncertainty in the existing modelling to be better studied and to determine that if such an extreme set of assumptions were to occur, would the preferred option still achieve compliance in 2022. It should be noted that JAQU have requested all local authorities with clean air plans to undertake this test for comparative purposes.

2.2 Test 2 - 2023 Reference Case with delayed fleet change

This test applies a one-year fleet change delay whilst the modelled compliance year is delayed to 2023 to reflect the impact of a one-year delay in implementation. No other COVID-19

assumptions are made. This scenario only includes committed land use and transport schemes, that is, it does not include the preferred option.

2.3 Test 3 - 2023 Reference Case with delayed fleet change plus best estimate of COVID-19 impact

This test is similar to test 2 although additionally applies the predicted impact of COVID-19. As this test models the reference case, it confirms wherever mitigation is still required post-COVID-19 to achieve compliance with the Air Quality Directive.

2.4 Test 4 - 2023 Preferred Option with delayed fleet change

This test is similar to test 1 in that it models the preferred option with a delayed fleet change, though for this test the implementation date is delayed to 2023. The test allows the suitability of the proposed mitigation measures to be tested but doesn't allow for the air quality benefits resulting from a reduced number of trips due to the impacts of COVID-19.

2.5 Test 5 - 2023 Preferred Option with delayed fleet change and best estimate of COVID-19 Impact

The final test has the same assumptions as test 4 but in addition includes a best estimate of the effects of COVID-19. The COVID-19 assumptions will reduce travel demand which are expected to reduce the level of NO₂ emissions. This test will only be required if test 4 fails with levels of exceedance predicted.

3 Method

The approach to modelling the traffic flow impact of COVID-19 on both the 2023 reference case and preferred option has been informed by the JAQU guidance, "Accounting for local COVID-19 economic impacts". This guidance recommends local authorities consider the relevant effects of COVID-19 regarding:

- Higher prevalence of home working.
- Lower use of public transport.
- Higher use of active transport.
- Fewer business trips due to suppressed economic activity.
- Lower fleet turnover due to fewer new vehicle sales.

3.1 Higher prevalence of home working

COVID-19 has directly led to a large increase in home working. This has been the result of the requirement to keep social distancing, both in the work environment and also on public transport for the commute to work. This shift has been encouraged by government lockdown restrictions and guidance, greater acceptability of home working amongst employers and a trend towards home working by employees.

Not all jobs are suitable for transferring to home working and this shift is primarily in office related roles rather than service or manufacturing jobs which are typically not suited for home working.

A pre-COVID-19 survey for the Chartered Institute of Personnel and Development (CIPD) found that 7% of people could work from home but chose not to. The Department for Transport (DfT) has forecast a medium case whereby this 7% have begun working from home during the pandemic and will continue to work from home post-COVID-19. The same assumption is assumed for both commuting and business trips.

Home working is primarily an option for office-based jobs. The tests presented here have identified zones within the transport model which largely consist of office-based employment sites such as Park Hall Business Village, Stoke-on-Trent town centre, Etruria Valley, Festival Way, Smithfield and Keele University.

With the exception of the Keele University zone, a reduction of 7% for home-to-work and business trips starting and finishing in the identified zones has been applied for all modelled time periods. For Keele University, it is estimated that 40% of employed people could work

from home. Therefore, the 7% reduction is applied to a 40% subset of commuting and business trips.

3.2 Lower use of public transport

The North Staffordshire bus passenger market contains many users who have no alternative private method of transportation due to economic or health factors. It is therefore assumed there would be no impact on bus passenger numbers. Given the impact of COVID-19 on bus operations, it is assumed there will be no investment or provision of additional bus services from that which existed pre-COVID-19 and therefore the future 2023 bus service provision should reflect what operated pre-COVID-19.

3.3 Higher use of active transport

There are no significant active transport schemes planned in addition to what is currently being promoted within the region and no schemes that could be regarded as a step change in active travel provision. Previous schemes such as Cycle Stoke have resulted in a greater number of trips made by bicycle, however these trips have not resulted in a significant mode shift from car usage. For this reason, a greater use of active transport is not expected to have any additional impact on the number of car trips in North Staffordshire.

3.4 Fewer business trips due to suppressed economic activity

As businesses are forced to temporarily or permanently close as a result of COVID-19, business related trips will reduce.

The DfT have shared information entitled “Covid and Rail Demand Forecasting – Uncertainty and its Consequences – Rail Analysis”. This includes employment and Gross Domestic Product (GDP) forecasts taken from the Centre for Economics and Business Research (Cebr). This work predicts a medium case of employment being 99% and GDP being 97% of what it would be if COVID-19 had not occurred.

The tests presented here are based on traffic growth from the DfT National Trip End Model (NTEM). The employment forecast can be adjusted to show revised growth for car trips accounting for the impact of COVID-19 on economic activity. For goods vehicles, there is a well-established trend between goods vehicle trips and GDP growth whereby they tend to mirror each other. Therefore, a reduction of 3% in growth from the base year to 2023 has been applied for both Light goods vehicle trips (LGVs) and heavy goods vehicles (HGVs) to reflect the economic impact of COVID-19.

3.5 Lower fleet turnover due to fewer new vehicle sales

The real and perceived economic impacts of COVID-19 will affect private individual’s decision making for large purchases such as the purchase or upgrade of cars. Such decisions may also be influenced by a decline in car use associated by the rise in home working and home schooling.

Where a test assumes a one-year delay to fleet change, this is achieved by the use of the Defra Emissions Factor Toolkit (EFT). This tool has been used for the existing modelling undertaken and allows an estimate of the Euro emissions ratings for the fleet to be established for a given year and for all vehicle types. To establish the emissions profile for a one-year fleet upgrade delay, the previous years modelled profile was used. Therefore, for a 2023 delayed fleet change, the EFT Euro emissions for 2022 were used.

4 Results

4.1 Sensitivity Test 1: 2022 Preferred Option with delayed fleet change

The results for test 1 are shown in Table 4-1. For the original modelling of the preferred option for 2022, there were no roads showing NO₂ exceedances. When the same modelling is repeated though with the addition of a one-year fleet delay, several exceedance locations are forecast. These locations correspond to those identified for the original 2022 reference case scenario along with four new sites.

Road	2022 Preferred Option (no COVID-19 Impacts) ($\mu\text{g}/\text{m}^3$)	2022 Preferred Option with 1-year fleet delay ($\mu\text{g}/\text{m}^3$)
A50 Victoria Road	39	41
A53 Etruria Road	39	41
Bucknall New Road	39	41
New Exceedances		
A53 Etruria Road (east of A500)	38	41
A5272 Chell Street	39	41
Quadrant Road (near Intu Potteries car park)	40	41
A5271 Longport Road	40	42

Table 4-1: 2022 Preferred Option with delayed fleet change

4.2 Sensitivity Test 2: 2023 Reference Case with delayed fleet change

This test saw an increase in non-compliant vehicle flows over almost the entire network when compared to the original 2022 reference case test. This is as expected as the new test contains an additional year of traffic growth. However, the overall traffic growth between 2022 and 2023 for North Staffordshire is only around 1%, so modest. The traffic modelling produced as part of this test was not required to be processed through the air quality model. This test was needed as a comparator with the other 2023 tests.

4.3 Sensitivity Tests 3: 2023 Reference Case with delayed fleet change plus best estimate of COVID-19 impacts

This test applies COVID-19 assumptions and also delays the implementation date to 2023. Whilst emissions are expected to increase due to the traffic growth, the COVID-19 assumptions change traffic levels and thus emissions. The net effect of the fleet change stays the same as the original 2022 reference case as the 2023 forecast year is cancelled out by the 1-year fleet delay assumption. These factors approximately balance each other out leading to very similar results compared to the original 2022 reference case results as shown in Table 4-2. This shows that post-COVID-19, mitigation will still be required in order to achieve compliance.

Road	2022 Reference Case (no COVID-19 Impacts) ($\mu\text{g}/\text{m}^3$)	2023 Reference Case with 1-year fleet delay and COVID-19 Impacts ($\mu\text{g}/\text{m}^3$)
A50 Victoria Road	46	45
A53 Etruria Road	43	43
Bucknall New Road	42	42

Table 4-2: 2023 Reference Case with delayed fleet change plus best estimate of COVID-19 impacts

4.4 Sensitivity Tests 4: 2023 Preferred Option with delayed fleet change

This test identifies whether the existing mitigations proposed as part of the preferred option are predicted to achieve compliance when a delayed fleet change is considered with a 2023

implementation year. The net effect is the additional year of traffic growth on the preferred option between 2022 and 2023. The results are shown in Table 4-3 for the three links that fail to achieve compliance in the original 2022 reference case scenario. The results show that these links still achieve compliance for the new test but with a slight increase notably on Victoria Road due to the one year of modest traffic growth. This indicates that the traffic growth only has a very marginal adverse impact on the exceedance locations and any increase in emissions incurred as a result of a delayed fleet change will be cancelled out by a delay in implementation resulting in the preferred option still achieving compliance. No other exceedances were reported.

Road	2022 Preferred Option (no COVID-19 Impacts) ($\mu\text{g}/\text{m}^3$)	2023 Preferred Option with 1-year fleet delay ($\mu\text{g}/\text{m}^3$)
A50 Victoria Road	39	40 (39.5)
A53 Etruria Road	39	39
Bucknall New Road	39	39

Table 4-3: 2023 Preferred Option with delayed fleet change

4.5 Sensitivity Tests 5: 2023 Preferred Option with delayed fleet change and best estimate COVID-19 impact

Applying the COVID-19 assumptions has been shown in test 3 to marginally reduce traffic flows and so improve air quality. Test 5 was not required to be carried out as test 4 already showed compliance with the Air Quality Directive through the mitigation measures included with the preferred option. Compliance was achieved without requiring the marginal traffic flow reductions that the COVID-19 assumptions would have created within this test.

5 Conclusion

The additional sensitivity tests presented here demonstrate that COVID-19 can have a small impact on air quality. This impact may increase the proportion of emissions through a delayed fleet update to more modern vehicles. It may also reduce emissions through modified patterns of vehicle usage driven by economic factors and the decisions of individuals. The negative impact of COVID-19 on air quality due to fleet delay is compensated for by a reduction in traffic due to home working, a predicted slowing of economic growth and an additional year to achieve compliance. This results in an approximate net zero impact within the air quality model for the preferred option. The additional sensitivity tests show that whilst there is a slight increase in NO₂ levels from pre-COVID-19 modelling, the preferred option is still predicted to achieve compliance across the network for 2023. The results of the additional testing are shown to be compatible with the existing modelling and demonstrate that whilst mitigation measures are still required to achieve compliance with the Air Quality Directive, the preferred option is still an effective and proportionate solution.

Local Members Interest
N/A

Prosperous Staffordshire Select Committee - Thursday 12 November 2020

Mitigation Proposals for Cannock Chase Special Area of Conservation

Recommendations

I recommend that the Committee:

- a. Considers the proposed mitigation plans for Cannock Chase Special Area of Conservation (SAC);
- b. Considers and comments upon the recommended approach and proposed scheme of delegation.

Report of Cllr Victoria Wilson, Cabinet Member for Communities and Culture

Summary

What is the Select Committee being asked to do and why?

1. The purpose of this report is to:
 - a. Outline the proposed mitigation plans for Cannock Chase Special Area of Conservation (SAC) to address recreational pressures associated with housing growth;
 - b. Consider the implications and discuss implementation of the proposals on County Council land at Cannock Chase Country Park, which represents over 90% of the SAC.

Report

Report Summary

2. Plans have been developed for Cannock Chase SAC to mitigate impacts of recreational pressure associated with a growing resident population. The plans include a range of on-site measures across the Cannock Chase Area of Outstanding Natural Beauty (AONB) to reduce pressure on the most sensitive habitats, improve infrastructure and facilities in more robust locations and raise public awareness of the sensitivity of the site.
3. The report outlines the implications of the plans on SCC's landholding at Cannock Chase Country Park. The proposals do link to SCC's broad aims and will ultimately help achieve the essential balance between people's enjoyment of the area and the

protection of its special qualities. Flexibility and appropriate phasing will be required in their delivery to ensure that they are integrated within the wider site management needs. Implementation of the plans will be funded by developer contributions made to the relevant district and borough councils over the next 15 years.

Background

4. The Cannock Chase Special Area of Conservation (SAC) is designated under the Habitat Regulations 2010. This designation conveys the highest level of protection, reflecting its international significance. The area is also protected nationally as a Site of Special Scientific Interest (SSSI) and lies within the Area of Outstanding Natural Beauty (AONB). It supports species which are protected at a national and international level.
5. Cannock Chase is located close to several urban settlements, including Stafford, Birmingham, Wolverhampton and Walsall. In 2018 there were approximately 406,384 residential properties within 15km radius of the AONB and potentially around 1 million people. The area is popular with residents and visitors – an estimated 2.5 million people visit Cannock Chase AONB every year. Most visitors are local however they mostly travel to the site by car and the majority are regular site users.
6. Given the vulnerable habitats and heritage features in many parts of the AONB, there have been growing concerns about recreational pressure and the need to actively manage recreation in the area.
7. Detailed studies provide evidence of the impacts of recreational pressure on the Cannock Chase SAC (see appendix 3), including:
 - a. Fragmentation of habitats from people creating new informal paths;
 - b. Disturbance to wildlife;
 - c. Trampling, leading to path widening, vegetation wear, erosion and soil compaction impacting on the heathland habitat;
 - d. Trampling of invertebrate nest sites;
 - e. Damage to tree roots where paths pass close to veteran trees;
 - f. Wildfire;
 - g. Eutrophication – damage to habitats caused by dog fouling;
 - h. Spread of disease (e.g. *Phytophthora*).
8. Within existing local plans, over 30,000 houses are planned to be built within 15km of the SAC. Based upon current patterns of use this is likely to result in an increase of around 15-20% in the number of visits to Cannock Chase, potentially rising to three million visits per year.
9. The Habitat Regulations 2010 require that any potential impacts on the SAC must be mitigated and a mechanism for this must be in place for local plans to be approved. Since several district and borough council's local plans have the potential to impact on the Cannock Chase SAC, the SAC Partnership was created to develop a joint approach to mitigation.

10. The SAC Partnership developed a Strategic Access Management and Monitoring Measures plan which set out how this mitigation would be achieved. The plan is funded through developer contributions made for each house built within the agreed 'zone of influence' around the SAC. As part of this strategic approach, two detailed implementation plans have now been developed focusing on:
 - a. Site User Infrastructure, Education and Engagement
 - b. Car parking
11. The implementation plans together identify an estimated £7.8 million programme of potential work that could be undertaken. This goes beyond the current funding that will be available from the current local plans, but it is anticipated that the contributions will continue as further plans develop.
12. As owners of over 90% of the SAC, these plans have management implications for Staffordshire County Council and its operation of Cannock Chase Country Park. This paper summarises the proposals and their implications for the Country Park for consideration by the Committee.

SAC Mitigation Implementation Plans

13. The SAC mitigation implementation plans have been developed by consultants with expertise in managing recreational impacts on heathlands, and in collaboration with landowners and key stakeholders. They have been informed by a public consultation which took place in October / November 2019. Over 6000 separate IP addresses viewed the consultation web site, with over 400 responses received representing 130 individuals / organisations.
14. The plans include the following broad proposals:

Site User Infrastructure, Education and Engagement (Appendix 1)

(representing around 80% of estimated programme costs)

- a. Studies to examine feasibility of enhancing infrastructure at key visitor locations (Birches Valley and forestry land south of the A460; Museum of Cannock Chase and Marquis Drive);
- b. Path improvements and routes;
- c. Directing visitors through improved road and path signage and rationalising the path network;
- d. Face to face engagement;
- e. Digital communication;
- f. Interpretation;
- g. Education;
- h. Targeted information and activities for dog walkers, bikers and other key audiences; and
- i. Monitoring.

Car Parking (Appendix 2) (Representing around 20% estimated programme costs)

- a. Reducing the number of parking locations (NB no overall loss of parking capacity) helping reduce pressure in the most sensitive areas and increasing parking capacity in more robust areas;
 - b. Improvements to retained car parks;
 - c. Provision of additional parking in sustainable locations;
 - d. Opportunities to reduce car use;
 - e. Measures to protect the site from displacement (parking on verges etc);
 - f. Parking charges at some locations (with any surplus funds reinvested in the sites); and
 - g. Monitoring.
15. The implementation plans include measures across much of the AONB, and over multiple ownerships, as measures to protect the SAC often involve diverting visitor pressure away from the more sensitive locations to more resilient areas. This has been informed by detailed sensitivity mapping which has assessed sensitivity of habitats, species and heritage features.
16. The plans identify an ideal approach to implementation to ensure that measures are in place to address issues such as displacement (e.g. parking on verges), and that the long-term car parks are improved ahead of any others being closed to minimise disruption.

Implications of the proposals on SCC land

17. As previously stated, Staffordshire County Council owns a significant area of land and facilities within the AONB and owns over 90% of the Special Area of Conservation and therefore much of the most sensitive and highly protected habitat which is of key interest to the mitigation plans. Several actions are proposed on SCC land at Cannock Chase Country Park and these are set out below.
18. Direct proposals affecting SCC land and the suggested approaches / responses are:

Proposal	Suggested SCC approach
<p>Special Project – Marquis Drive Master Plan – a plan to identify how undesignated land at Marquis Drive could be enhanced to upgrade and redesign visitor facilities including parking and recreational trails as well as visitor centre, toilets, etc.</p>	<ul style="list-style-type: none"> • Marquis Drive is an important visitor hub for the Chase however its current facilities are dated and unable to cope with visitor demand. There is a significant area of land that is not designated (although parts do have ecological and heritage interest) which could be used more effectively. • A master plan would identify how this area could be used to best effect and enable opportunities for funding to be better utilised to enhance facilities. • Funds are not currently available in the SAC programme for this study; however, it may be beneficial to consider bringing it forward in the programme as it may influence other decisions in this zone and enable other potential funding to be utilised.

<p>Promoted routes from key car parks and hubs targeted to different users</p>	<ul style="list-style-type: none"> • Clearer routes aimed at different users may help prevent people getting lost or using unsuitable routes that can create conflicts between users. • Funding for path improvements will be available however there will be ongoing maintenance costs. Identifying key routes would help prioritise maintenance efforts.
<p>Managing informal paths by reducing desire lines and unrequired routes</p>	<ul style="list-style-type: none"> • There are many unofficial paths on the Chase which cause fragmentation of the heathland. Reducing these allows plants to recover and enables us to focus maintenance efforts on promoted / key routes.
<p>Raising awareness through face to face engagement, digital communication, targeted engagement with key user groups, interpretation and education</p>	<ul style="list-style-type: none"> • Evidence suggests many people are unaware of the importance and fragility of the habitats on the country park, so these measures are important to empower site users to play an active role in its conservation. • It is however important that SAC messages are linked into wider messages about the site and delivered in an integrated way, including through digital technology, to avoid duplication of effort and confusion. • Targeted engagement and communication for key groups, e.g. mountain bikers, dog walkers, etc, is important and SCC rangers should be fully involved.
<p>Rationalising car parking locations and options for Chase Road:</p> <ul style="list-style-type: none"> • Measures to prevent parking along roadsides • Closure of some small lay-bys in sensitive areas • Options appraisal to explore future management of Chase Road bridleway and 22 parking areas along its route • Closure of some smaller car parks in sensitive areas • Retention and improvement of key car parks 	<ul style="list-style-type: none"> • There are many parking areas around the country park which currently provide largely free parking in a wide range of locations. However, many of these take people into the most sensitive areas of the SAC and are contributing to negative impacts on habitats. There are also impacts on management resources, since they require regular litter collection, dealing with fly tipping and other anti-social behaviour. Rationalisation, particularly of small informal laybys, would therefore deliver ecological benefits and enable us to better manage resources. Around 50 sites are proposed for closure, however 33 of these are laybys with parking for four or fewer cars. The proposals retain in excess of 70 parking areas around the AONB in a range of locations, so there would still be a mix of busier and quieter areas accessible across the area. • Chase Road is a tarmacked bridleway across the site which currently provides permissive vehicular access and has 22 parking locations along it, including laybys. There are various options which require careful consideration, given the sensitive nature of this part of the site, the potential to create enhanced access for people with limited mobility, and the needs of bridleway users (pedestrians,

<ul style="list-style-type: none"> • Additional parking provision at sustainable locations • Reducing car use • Introducing car parking charges at key locations to support management 	<p>horse riders and cyclists). It is suggested that the options for Chase Road should be discussed with user groups and should be subject to further public consultation.</p> <ul style="list-style-type: none"> • Car park charges (pay & display) are proposed at 17 locations, although five of these will be further considered as part of the Chase Road options appraisal. The proposed locations would need to be considered in terms of whether charging is operationally feasible and before charges came into place the car parks would need to be improved and measures put in place to prevent displacement e.g. parking along verges etc. Around 50 free to park locations would remain around the AONB. • SCC currently operates pay & display at Marquis Drive and Milford Common on the Chase and at Chasewater. It is recommended that as pay & display is extended to other SCC locations, charges are rationalised to be the same at all locations and mirroring the Chasewater rates (max £3 per day). Annual permits should be available at £36 and these could be used at any SCC countryside site (costing less than 10p per day). A 6-month permit at £20 should also be considered to ensure affordability for users. Blue badge holders would continue to park for free. • The implementation of these measures would need to consider wider operational needs. Engagement with users would also be important to ensure that car park designs are fit for purpose, e.g. horse box provision and measures for horse riders discussed with the current users, etc. • Improvements to car parks are proposed and this is much needed however it should be in keeping with landscape character. • We note that some changes to the proposals may be required. For example, we will be improving the Toc H trail, a disabled access trail on Brindley Heath which requires significant repair. The location of suitable parking for the trail is currently being considered. Access to Brindley Village is also proposed to be retained, while formalising access to Oldacre Lane is not considered appropriate due to issues at this location.
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19. The proposals align well with SCC’s aspirations for the site. We recognise the need to enhance the visitor offer through improved facilities, raise awareness and understanding of the significance of the site and meet our legal obligations to protect

it. There are several factors that would need to be taken into account in implementing the plans on SCC land, including:

- a. The implementation of the plans must be integrated, and appropriately phased, into the wider work on the country park and cannot be considered in isolation. SCC has legal obligations to manage the ecological condition of the SAC. Delivery of the countryside estate review must also continue over the coming years to ensure the financial sustainability of the site. Implementation of these plans will therefore need to be flexible to link in with wider operational and strategic needs.
- b. Work to raise awareness and engage the public must also be integrated with wider site management messages in a coordinated way and not in isolation; this must be carefully considered in any implementation model.
- c. There will be a need to ensure ongoing engagement with site users and key stakeholders as the plans are implemented to ensure people are aware of changes and are able to input to design to ensure the infrastructure is fit for purpose.

Community Impact Assessment

20. A Community Impact Assessment has been undertaken for the proposals – see appendix 6 for details.

Conclusion and recommendation

21. The plans set out a range of measures to mitigate potential impacts from increased recreational pressure from a growing resident population in the vicinity of the area. They are based on detailed evidence gathered over many years.
22. The plans will involve changes to the way people access Cannock Chase Country Park, with a rationalisation of car parks and the introduction of parking charges at some locations. However, the changes will also deliver improved infrastructure including car parks, paths and signage, a master plan to move us towards improved visitor facilities, more awareness raising and engagement with visitors and the use of any surplus income generated to support further site improvements.
23. Ultimately the plans offer the opportunity to balance the needs of people and environment, ensuring that more visitors can enjoy Cannock Chase without impacting on the qualities that make the site so special.
24. It is therefore recommended that the plans are endorsed, and their implementation supported, based on funding being available through developer contributions and noting the need for flexibility and phasing in their delivery to integrate them with other site management activities.

Scheme of delegation

25. Following Select Committee, and subject to Cabinet approval of the recommended approach, it is proposed that final decisions to implement these proposals should be through delegated authority on the following basis:

- a. Operational delivery to be overseen by the Assistant Director - Culture, Rural and Safer Communities;
- b. Agreement of options appraisal / feasibility study outcomes for Chase Road and Marquis Drive by delegated decision by the appropriate Cabinet Member.

Next Steps

26. Prior to taking the plans to Cabinet in December 2020, the Select Committee is being asked to:
 - a. consider the proposed mitigation plans for Cannock Chase Special Area of Conservation;
 - b. consider and comment upon the recommended approach and proposed scheme of delegation.

List of Background Documents/Appendices:

[Appendix 1 – The Cannock Chase SAC Strategic Access Management & Monitoring Measures Detailed Implementation Plan: Site User Infrastructure, Education and Engagement](#)

[Appendix 2 - The Cannock Chase SAC Strategic Access Management & Monitoring Measures Detailed Implementation Plan: Car Parking](#)

[Appendix 3 – Evidence Base / Evidence Base Annex](#)

[Appendix 4 – Visitor Survey Part 1 / Part 2](#)

[Appendix 5 – Consultation Report](#)

Appendix 6 – Community Impact Assessment

Contact Details

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Staffordshire
County Council

Community Impact Assessment

Name of Proposal:

Cannock Chase SAC Mitigation Proposals

Project Sponsor:

Janene Cox, Assistant Director – Culture, Rural and Safer Communities

Project Manager:

Sarah Bentley, Environmental Advice Manager

Date Completed:

12/10/20

Completing a CIA

- A CIA will help you to identify the potential **impacts, risks and benefits** of your proposed policy, service or project. Doing this at an early stage enables engagement and research to be undertaken to identify actions that will either **lessen the risk** or **maximise the benefits**. The assessment will also help you to identify mitigating factors whereby risks may be balanced out to an extent by the benefits.
- This template should be used to support the development of a proposal during the **planning stage**, therefore supporting the council's approach of [Achieving Commissioning Excellence](#).
- A good CIA will involve input from more than one person. A **Project Team** should be identified with different, but relevant expertise to ensure that a full range of views are considered.
- **Engagement and/or consultation** should take place with appropriate and representative groups of people that are most likely to be affected. This must then be used to help shape the design/outcomes of the project. Please note that due to the publication of CIAs, it is advisable not to record personal details of members of the public, such as names or addresses.
- **Once completed**, the main findings from your CIA should be transferred to the '**Checklist and Executive Summary**' template. Then both documents need to be approved/signed off by the appropriate people. Depending on the size of your project, this could be your manager, project lead, sponsor or SLT.
- For CIAs that are going to **Cabinet**, only the '**Checklist and Executive Summary**' will be uploaded as part of the **Cabinet Papers**. The full CIA document will be uploaded as a **Background Paper**.

Completing the CIA Template

This table describes what is required when completing the key sections of your assessment.

Which groups will be affected	Benefits	Risks	Mitigations / Recommendations
<p>Which groups of people will be impacted by the proposed policy, service or project? This could be people in a particular area, a street, or a group of people with similar characteristics e.g. older people, young people or people with care needs. Also consider staff, residents and other external stakeholders.</p>	<p>Think about the impact the proposal may have on each of the different category areas and identify the benefits of each decision.</p>	<p>Think about the impact the proposal may have on each of the different category areas, and identify the risks associated with the proposal.</p>	<p>Set out any recommendations as to how the benefits will be maximised and the risks minimised.</p> <p>Also highlight any trade-offs that may occur.</p>
<p>Please note:</p> <ul style="list-style-type: none"> • Potential impacts should not be included if it is considered highly unlikely that they would occur. • Where no major impacts have been identified, please state N/A. • Due to the publication of CIAs, it is advisable not to record personal details of members of the public, such as names or addresses. 			
<p>Evidence Base: (Evidence used/ likelihood/ size of impact) How certain are you about the assessment of each potential impact, and what evidence have you used to arrive at the decision? E.g. Data – population trends data, census data, service data. Research – national, regional, local research. Engagement/ Consultation – with partners, the public, the voluntary sector.</p>			

Use the following template to highlight the impacts of your proposal on each of the following categories: The Public Sector Equality Duty (PSED), Health and Care, the Economy, the Environment, and Localities/ Communities.

Community Impact Assessment

Public Sector Equality Duty (PSED)

Use this section to identify if the proposal will impact on our legal obligations under the Equality Act 2010 for both residents and staff. In summary, those subject to the general equality duty must have due regard to the need to: Eliminate unlawful discrimination, harassment and victimisation, advance equality of opportunity between different groups and foster good relations between different groups.

Please consider:

- Who is currently using the service, across the protected characteristics?
- What do we know about their experiences and outcomes?
- What relevant information is available from the Census and population trends data?
- What were the findings of the engagement/consultation?
- Is there any relevant national, regional and/or local sources of research/evidence available?
- Is there any relevant information from partners or voluntary, community, social enterprise organisations?
- What is the analysis of the impact on those with relevant protected characteristics?

Protected Characteristics:	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
Race	People from black, Asian and minority ethnic groups: these groups are often under-represented as users of countryside sites and it is important to ensure proposals reduce barriers rather than add to them	The proposals include measures to enhance access such as car park improvements, better paths, signs / waymarking and interpretation which will make the area more welcoming and usable for visitors	Car park closures and introduction of additional pay & display may impact on ease of access to the site	There is no proposed loss of car park capacity, it is proposed that increasing provision in less sensitive areas will result in a net increase in parking spaces; around 50 parking area will remain free to park; car parking charges on SCC sites will remain modest and an annual permit reduces the cost to less than 10p per day; other proposals will reduce barriers to access by enhancing access provision. Use of international symbols to impart information.
Disability	People with a wide range of disabilities may be impacted by the proposals which will alter	Improvements to access such as better surfaces, signage etc. will make the site	Car park closures and introduction of additional pay & display may impact on ease	Car park improvements should consider provision for people with disabilities – dedicated spaces

Protected Characteristics:	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
	access arrangements; barriers to use must be reduced	more accessible for many users. The proposals provide opportunities to develop enhanced disabled access e.g. through the Chase Road options appraisal	of access to the site however this is mitigated by measures in next column	may be required in some locations. Blue badge holders will continue to park for free on SCC car parks. Opportunities to enhance access should be considered in all further work items, e.g. Chase Road options appraisal and Marquis Drive feasibility study. Parking, access and improvement to the Toc H all-access trail will be considered as part of revamping the trail. Interpretation / signage will be designed to be accessible to people with disabilities. Opportunities for dementia-friendly routes will also be developed.
Sex	Women: Research suggests women may be under-represented as countryside users and it is important to ensure proposals reduce barriers rather than add to them	The proposals include measures to enhance access such as car park improvements, better paths, signs / waymarking and interpretation which will make the area more welcoming and usable for visitors. Car park design will include measures to reduce risks of crime and anti-	Car park closures and introduction of additional pay & display may impact on ease of access to the site	There is no proposed loss of car park capacity, it is proposed that increasing provision in less sensitive areas will result in a net increase in parking spaces; around 50 parking area will remain free to park; car parking charges on SCC sites will remain modest and an annual permit reduces the cost to less than 10p per day; other proposals will reduce barriers to

Protected Characteristics:	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
		social behaviour.		access by enhancing access provision.
Age	Some age groups may be impacted more by changes to access arrangements due to mobility, e.g. very young and older people	The proposals include measures to enhance access such as car park improvements, better paths, signs / waymarking and interpretation which will make the area more welcoming and usable for visitors	Car park closures and introduction of additional pay & display may impact on ease of access to the site	There is no proposed loss of car park capacity, it is proposed that increasing provision in less sensitive areas will result in a net increase in parking spaces; around 50 parking area will remain free to park; car parking charges on SCC sites will remain modest and an annual permit reduces the cost to less than 10p per day; other proposals will reduce barriers to access by enhancing access provision.
Religion or Belief	n/a			
Gender Reassignment	n/a			
Sexual Orientation	n/a			
Pregnancy and Maternity	Access arrangements may impact where women have reduced mobility	The proposals include measures to enhance access such as car park improvements, better paths, signs / waymarking and interpretation which will make the area more welcoming and usable for visitors	Car park closures and introduction of additional pay & display may impact on ease of access to the site	There is no proposed loss of car park capacity, it is proposed that increasing provision in less sensitive areas will result in a net increase in parking spaces; around 50 parking area will remain free to park; car parking charges on SCC sites will remain modest and an annual permit reduces the cost to less than 10p per

Protected Characteristics:	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
				day; other proposals will reduce barriers to access by enhancing access provision.
Marriage and Civil Partnership The duty to have due regard to the need to eliminate discrimination also covers marriage and civil partnerships in relation to employment issues.	n/a			
Impact on SCC Staff If the proposal affects SCC staff, consider the workforce profile compared against the protected characteristics pre and post change, the impact of job losses, available support for staff, and HR protocols.	n/a			
Evidence Base: (Evidence used/ likelihood/ size of impact) The Monitor of Engagement in the Natural Environment (MENE) report 2018-19 shows that there are “larger proportions of infrequent visitors in the oldest age groups, lower socio-economic groups and people from black, Asian and minority ethnic (BAME) backgrounds” ONS data indicates that around 4% of the population around the SAC are BAME. The data also indicates that 9% of the population have a long-term health condition or disability that limits day to day activities a lot, and a further 10% have a long-term health condition or disability that limits day to day activities a little. From the consultation: <ul style="list-style-type: none"> • 82% agreed more online resources should be provided to help people plan their visits • 66% agreed that car park quality should be improved • 40% felt the overall number of parking spaces provided should increase, but 39% disagreed • 39% felt no car parks should be closed and a further 23% that fewer car parks should be closed • 69% did not support charging for parking • 64% felt that there should be reduced cost yearly parking permits • Respondents highlighted the needs of elderly and disabled site users and the need to link appropriate parking to suitable facilities 				

Protected Characteristics:	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
<ul style="list-style-type: none"> Other suggestions included more guided walks, better horse box parking in locations linked to bridleways, night time car park closures to address antisocial behaviour, importance of maintaining emergency access, more toilets, more play areas, more rangers / wardens and educational work, retaining some smaller quieter locations, measures to address dog fouling, measures to keep horse riders and cyclists on bridleways, dogs on leads particularly at key times of year. 				

Health and Care

Use this section to determine how the proposal will impact on resident's health and wellbeing, and whether the proposal will impact on the demands for, or access to health and care services. Please consider the Care Act 2014 and the Health and Social Care Act 2012.

Category Area	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
(Areas highlighted are suggestions only and there may be other impacts in these categories)				
Mental Health and Wellbeing Will the proposal impact on the mental health and wellbeing of residents or services that support those with Mental Health issues?	All - Access to nature contributes to maintaining good mental health and wellbeing outcomes for all site users, with clear evidence from numerous studies of its benefits. People with mental health issues: accessing green space can be beneficial and contribute to recovery.	The proposals include measures to enhance access such as car park improvements, better paths, signs / waymarking and interpretation which will make the area more welcoming and usable for visitors	Car park closures and introduction of additional pay & display may impact on ease of access to the site;	There is no proposed loss of car park capacity, it is proposed that increasing provision in less sensitive areas will result in a net increase in parking spaces; around 50 parking area will remain free to park; car parking charges on SCC sites will remain modest and an annual permit reduces the cost to less than 10p per day; other proposals will reduce barriers to access by enhancing access provision.
Healthy Lifestyles Will the proposal promote independence and personal responsibility, helping people to	All - the availability of greenspace supports active healthy lifestyles for all site users; car parks on	The proposals include measures to enhance access such as car park improvements, better paths,	Car park closures and introduction of additional pay & display may impact on ease	There is no proposed loss of car park capacity, it is proposed that increasing provision in less sensitive areas will result in a

Category Area	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
(Areas highlighted are suggestions only and there may be other impacts in these categories)				
make positive choices around physical activity, healthy food and nutrition, smoking, problematic alcohol and substance use, and sexual health?		signs / waymarking and interpretation which will make the area more welcoming and usable for visitors	of access to the site COVID 19 guidelines require social distancing, creation of larger car parks may make this more difficult to achieve	net increase in parking spaces; around 50 parking area will remain free to park; car parking charges on SCC sites will remain modest and an annual permit reduces the cost to less than 10p per day; other proposals will reduce barriers to access by enhancing access provision. It will be some years before any car park closures are implemented and therefore unlikely COVID 19 will remain an issue in the way as currently, plus even under current guidance social distancing is fully achievable within current larger car parks given the low risk in open air settings
Accidents and Falls Prevention	Site users, particularly older people, children and people engaging in activities such as mountain biking, horse riding etc.	Improvements to paths, trails and car parks should decrease the risk of falls and accidents		
Does the proposal reduce or increase the risk of: falls in older people, childhood accidents, road accidents, or workplace accidents?				
Access to Social Care	n/a			
Will the proposal enable people to access appropriate				

Category Area	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
(Areas highlighted are suggestions only and there may be other impacts in these categories)				
interventions at the right time?				
Independent Living	n/a			
Will the proposal impact on people's ability to live independently in their own home, with care and support from family, friends, and the community?				
Safeguarding	n/a			
Will the proposal ensure effective safeguarding for the most vulnerable in our communities?				

Evidence Base: (Evidence used/ likelihood/ size of impact)

See evidence section above, plus:

Cannock Chase AONB Dementia Friendly Strategy 2016-2021 highlights the large number of people with dementia living within the AONB's 'catchment area' and other age-related health issues.

Research has concluded that "green prescribing" by GPs and other medical professionals could be a valuable way of helping people maximise the benefits of spending more time outdoors. Green spaces are claimed to have therapeutic benefits, helping people recover from illnesses.

Research carried out by 'Fields in Trust' calculated that country parks and green spaces across the UK provide people with over £34bn of health and wellbeing benefits. It states that they save the NHS at least £111 million per year through prevented GP visits.

The Houses of Parliament publication, 'Green Space and Health' (October 2016), sets out the following health-related facts:

- Levels of physical activity are higher in areas with more green space with people living near the greenest areas achieving the recommended amount of physical activity.
- Those living closer to green space are more likely to use it, and more frequently.
- People who live within 500 metres of accessible green space are 24% more likely to meet 30 minutes of exercise levels of physical activity.
- A correlation has been observed between those living closest to greener areas and reduced levels of mortality, obesity and obesity-related illnesses.

Category Area	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
(Areas highlighted are suggestions only and there may be other impacts in these categories)				
		<ul style="list-style-type: none"> • Adults who move to greener areas have better mental wellbeing and sustained improvement in self-reported happiness, compared to those moving to less green areas. • Views of trees reduced the amount of moderate to strong analgesics needed by patients' post-surgery and the number of days in hospital. • Patients and hospital staff report feeling happier and more relaxed after spending time in a garden or outdoor space, suggesting that hospitals could incorporate green spaces to improve the wellbeing of healthcare staff, and patients. • Some indicators of psychological stress, including blood pressure and heart rate, are reduced in participants exposed to visual and auditory stimuli associated with nature. • Engaging with nature benefits those living with conditions such as ADHD, depression and dementia, by improving cognitive functioning and reducing anxiety 		
<p>For further information, please see 'Green Space and Health', Houses of Parliament, October 2016. http://researchbriefings.files.parliament.uk/documents/POST-PN-0538/POST-PN-0538.pdf</p>				

Economy

Use this section to determine how the proposal will impact on the economy of Staffordshire and the income of residents.

Category Area	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
(Areas highlighted are suggestions only and there may be other impacts in these categories)				
Economic Growth Will the proposal promote the county as a "go to" location for business, and make it easy for businesses to start up, innovate and expand?	Businesses	Cannock Chase is a high-profile location in the county and its careful management and conservation will contribute to encouraging inward investment; Improving the visitor welcome and visitor offer is likely to encourage people to stay	n/a	n/a

Category Area	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
(Areas highlighted are suggestions only and there may be other impacts in these categories)				
		longer in the area and spend money which will support the local economy		
Poverty and Income	Lower income groups	n/a	Introduction of additional car parking charges may impact on those on lower incomes	Around 50 parking areas will remain free to park; car parking charges on SCC sites will remain modest and an annual permit reduces the cost to less than 10p per day
Will the proposal have an impact on income? Will it reduce the gap between high and low earners?				
Workplace Health and Environments	Local businesses	Availability of local accessible greenspace can support workforce health and productivity for local businesses	n/a	n/a
Will the proposal impact on working conditions and the health of Staffordshire's workforce?				
Access to jobs/ Good quality jobs	Local businesses	Cannock Chase is a high-profile location in the county and its careful management and conservation will contribute to encouraging inward investment	n/a	n/a
Will the proposal create the right conditions for increased employment in more and better jobs?				
Evidence Base: (Evidence used/ likelihood/ size of impact)				
<p>Green and natural spaces are fundamental to people's prosperity and contribute to a more successful economy. They underpin sustainable economic growth by attracting businesses and investment and can improve workforce productivity.</p> <p>Green spaces are more than just places for recreation or to help wildlife thrive – they also provide important functions to society which have an economic value. For example, woodlands absorb pollution and lock up carbon, which cleans our air and wetlands store water, reducing flows and help reduce the risk of flooding. These functions are known as 'ecosystem services' and they benefit society and help reduce costs on local and wider communities, such as to the NHS, other public-sector services and local businesses.</p>				

Category Area	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
(Areas highlighted are suggestions only and there may be other impacts in these categories)				
<p>A Staffordshire Ecosystem Assessment carried out in 2014 estimated monetary values for ecosystem services for a set of broad habitat types. Altogether, 956 km² of habitats were assessed which constituted just over 35% of the total geographical area of Staffordshire. Stating the best guess, the ecosystem services assessed have been valued at more than £110 million annually. If aggregated over 200 years, the value of ecosystem services performed in Staffordshire adds up to more than £7 billion (Hölzinger & Everard).</p> <p>Recent research carried out by the ‘Fields in Trust’ calculated that the Total Economic Value to an individual of country parks and green spaces is £30.24 per year (£2.52 per month), and includes benefits gained from using their local park or green space and non-use benefits such as the preservation of parks for future generations.</p> <p>The Economic Value of Our Green Spaces Report (February 2018) published by the Land Trust looked at one of its newest parks – Port Sunlight River Park – as a case study to demonstrate how the creation and good quality maintenance of a green space can add value to nearby houses, create and safeguard jobs and generate revenue for local businesses. The benefits include:</p> <ul style="list-style-type: none"> • £7.8 million added to the value of houses within a 500 metre radius of the park – an average of £8,674 per property. • £48,000 annual revenue generated for the small businesses that operate in the park, such as dog walkers and ice cream vendors. • £38,000 a year additional revenue for other local businesses, where people have spent money while visiting the park. <p>The Stoke and Staffordshire Local Enterprise Partnership say in their Strategic Economic Plan (April 2018) that “our natural assets are of great importance locally and nationally and form a major part of our offer to investors.”</p>				

Environment

Use this section to identify the impact of the proposal on the physical environment. How does the proposal support the utilisation and maintenance of Staffordshire’s built and natural environments, thereby improving health and wellbeing and strengthening community assets?

Category Area	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
(Areas highlighted are suggestions only and there may be other impacts in these categories)				
Built Environment/ Land Use	Housing development	Proposals support sustainable	Without delivery of the mitigation	Delivery of the mitigation proposals

Will the proposal impact on the built environment and land use?	within 15km of the SAC	development and enable houses to be built for the community without impacting on protected habitats	measures, local plan delivery of housing could be impacted as it would not be legally compliant	
Rural Environment	Land in Cannock Chase AONB	Currently £1.9 million, potentially increasing to £7.8 million, investment in Cannock Chase SAC and AONB to protect the site by mitigating the impacts of recreational pressure; improvements to public access through enhanced infrastructure such as car parks, paths, signage, interpretation plus measures to support visitor engagement and education.	Changes to car parks and introduction of additional parking charges in some locations may impact on public access in some areas, however this is to address recreational pressure on sensitive locations and will therefore deliver environmental benefits	Free parking at around 50 locations plus modest parking charges and an annual permit at reduced cost mitigate potential access issues while allowing environmental protection
Will the proposal impact on the rural natural environment or on access to open spaces?				
Air, Water and Land Quality	Cannock Chase AONB	Reducing parking and vehicle use in sensitive locations should reduce impacts of nitrogen compounds on protected habitats	May be some impact on air quality in other locations	Ensure car park design allows good air flow
Will the proposal affect air quality (e.g. vehicle, industrial or domestic emissions), drinking water quality or land quality (e.g. contamination)?				
Waste and Recycling	Cannock Chase AONB	Reducing car parks may reduce fly tip locations and make litter disposal more efficient; proposals include more	n/a	
Will the proposal affect waste (e.g. disposal) and recycling?				

		bins for safe disposal of dog waste		
Agriculture and Food Production	n/a			
Will the proposal affect the production of healthy, affordable and culturally acceptable food?				
Transport	Cannock Chase AONB	Proposals will improve infrastructure for parking, walking and cycling	Less parking areas but increase in parking capacity	
Will the proposal affect the ability of people/ communities/ business to travel? Will the proposal impact on walking/ cycling opportunities?				
Noise	n/a			
Will the proposal cause disruptive noise?				
Climate Change	Cannock Chase AONB	Reducing recreational impacts on rare and endangered habitats may contribute to increasing resilience to climate threats; Reducing car parks in sensitive locations will help reduce wildfire risk in dry conditions which are increasing due to climate change	n/a	
Does this proposal have any Climate Change implications?				
Evidence Base: (Evidence used/ likelihood/ size of impact)				
<ul style="list-style-type: none"> • Between 1970 and 2013 in the UK 56% of species declined and 15% are extinct or threatened with extinction (State of Nature 2016) • In the UK we have lost 80% of our heathland since 1800 – in Staffordshire probably more like 90% • 13% of heathland and grassland species are threatened with extinction in Great Britain (State of Nature 2016) 				

Green spaces are more than just places for recreation or to help wildlife thrive – they also provide important functions to society which have an economic value. For example, woodlands absorb pollution and lock up carbon, which cleans our air and wetlands store water, reducing flows and help reduce the risk of flooding. These functions are known as ‘ecosystem services’ and they benefit society and help reduce costs on local and wider communities, such as to the NHS, other public-sector services and local businesses.

A Staffordshire Ecosystem Assessment carried out in 2014 estimated monetary values for ecosystem services for a set of broad habitat types. Altogether, 956 km² of habitats were assessed which constituted just over 35% of the total geographical area of Staffordshire. Stating the best guess, the ecosystem services assessed have been valued at more than £110 million annually. If aggregated over 200 years, the value of ecosystem services performed in Staffordshire adds up to more than £7 billion (Hölzinger & Everard).

The Cannock Chase AONB position statement on the proposals notes that:

Cannock Chase is a landscape for everyone and a much-loved and valued recreational resource for residents and visitors. There is a range of statutory and permissive access that gives the public some 4,000 hectares to explore and enjoy (58% of the AONB).

9,200 people live in the AONB, with a further 2 million living within 30 km. The Chase receives an estimated 2.5 million visitors each year. Around 90% of these are day visitors – most of whom travel to the AONB by car. Put into context, Cannock Chase receives between 4-5 times the density of visitors per hectare when compared with visitor density in the Lake District National Park. (The Lake District receives the largest number of visitors of any protected landscape in England). The number of visitors to Cannock Chase is predicted to increase by 15% over the next decade due to increased levels of local housing and a growing local population.

The large number of visitors and their concentration within a relatively small area creates pressures that are damaging the special qualities and features of Cannock Chase and undermine its international and national designations. It will also reduce the quality of the visitor experience.

To ensure that Cannock Chase remains special a strategic area-wide and consistent approach to visitor management is essential, based on a robust understanding of the issues. The SAC Partnership proposals for car parking and site user infrastructure, education and engagement set out a way forward to provide for future recreational use at Cannock Chase (across the AONB) without compromising the landscape, wildlife and heritage interests.

Localities / Communities

Use this section to identify the impact of the proposal on communities. How will the proposal strengthen community capacity to create safer and stronger communities? It is important to recognise the different localities and communities your proposal may impact upon and identify any communities that could be more adversely impacted than others. Strategic Delivery Managers (SDMs) have a great deal of knowledge about their relevant locality and they must be engaged with as part of your Project Team at an early stage of the process.

Category Area		Benefits	Risks	
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(Areas highlighted are suggestions only and there may be other impacts in these categories)	Which groups will be affected?			Mitigations / Recommendations
Community Development/ Capacity	n/a			
Will the proposal affect opportunities to work with communities and strengthen or reduce community capacity?				
Crime/ Community Safety	Sites in the AONB	Having fewer, better designed car parks should reduce vulnerability to crime and ASB	n/a	n/a
Will the proposal support a joint approach to responding to crime and addressing the causes of crime?				
Educational Attainment and Training	n/a			
Will the proposal support school improvement and help to provide access to a good education? Will the proposal support the improved supply of skills to employers and the employability of residents?				
Leisure and Culture	Communities in and around the AONB / site users	Improved infrastructure (car parks, paths, signage etc) and information will support people's enjoyment of the Chase	Reducing car parks and introduction of additional charges may change how people access the area	50 free to park sites will remain; SCC parking charges are modest and include a reduced cost annual permit; opportunities for further input to shape proposals for Chase Road and Marquis Drive.
Will the proposal encourage people to participate in social and leisure activities that they enjoy?				
Volunteering	n/a volunteering opportunities will continue			
Will the proposal impact on opportunities for volunteering?				
Best Start	n/a			

Will the proposal impact on parental support (pre or postnatally), which helps to ensure that children are school-ready and have high aspirations, utilising a positive parenting approach?				
Rural Communities	n/a			
Will the proposal specifically impact on rural communities?				
Evidence Base: (Evidence used/ likelihood/ size of impact)				
<p>From the consultation:</p> <ul style="list-style-type: none"> • 82% agreed more online resources should be provided to help people plan their visits • 66% agreed that car park quality should be improved • 40% felt the overall number of parking spaces provided should increase, but 39% disagreed • 39% felt no car parks should be closed and a further 23% that fewer car parks should be closed • 69% did not support charging for parking • 64% felt that there should be reduced cost yearly parking permits • Respondents highlighted the needs of elderly and disabled site users and the need to link appropriate parking to suitable facilities • Other suggestions included more guided walks, better horse box parking in locations linked to bridleways, night time car park closures to address antisocial behaviour, importance of maintaining emergency access, more toilets, more play areas, more rangers / wardens and educational work, retaining some smaller quieter locations, measures to address dog fouling, measures to keep horse riders and cyclists on bridleways, dogs on leads particularly at key times of year. 				

Submitting a CIA

Now transfer the main findings of this assessment to the '**Checklist and Executive Summary**' template. Then both documents need to be approved/signed off by the appropriate people. For CIAs that are going to **Cabinet**, only the '**Checklist and Executive Summary**' will be submitted as part of the **Cabinet Papers**. The Full CIA document will be submitted as a **Background Paper**.

Local Members Interest
N/A

Prosperous Staffordshire Select Committee - Thursday 12 November 2020

Household Waste Recycling Centre Contract – Re-Procurement

Recommendations

I recommend that the Committee:

- a. Note the content of the report.
- b. Consider the desired contract outcomes suggested in the report and indicate whether they are the correct ones and/or if there are any omissions
- c. Consider the procurement models available to the authority and provide an indication on what model might best achieve the required contract outcomes.

Report of Cllr Mark Deaville, Cabinet Member for Commercial Matters

Summary

What is the Select Committee being asked to do and why?

1. The current interim contract for the management of the Household Waste Recycling Centres ends on the 29th March 2022.
2. It is intended to commence a procurement exercise in early 2021 to secure a provider from 30th March 2022.
3. The Select Committee is asked to input to the procurement process at this time so that they can help shape the future contract provision.

Report

Background

4. Staffordshire County Council has a statutory duty to arrange for the disposal of household waste produced by its residents. Some 500,000 tonnes of household waste is generated per annum by the c330,000 households and around 66,000 tonnes of this waste is collected via the network of Household Waste Recycling Centre (HWRC) network.
5. The authority has a statutory duty to provide a HWRC network for Staffordshire residents although there are no definitive rules on how many centres should be provided there is guidance on average drive times. The current network of 14 HWRC's in Staffordshire and the joint site in Warwickshire at Lower House Farm

have largely been developed over many years. The geographical spread of the current HWRC network together with total visits and tonnage collected per annum is shown in Appendix 1.

6. The aim of the service is to capture household waste that can be recycled rather than recovered by sending to one of our two Waste to Energy plants and Four Ashes and Hanford.
7. Currently 42 separately collected material streams are accepted at the majority of the HWRC's and over the last 5 years an average 71% of the tonnage has been recycled. This means some 234,000 tonnes of material have been sent for onward recycling (not including energy recovery) during this time period.
8. The service is one of the few services provided by the authority which has a direct general public interface and some 1.8m individual trips are undertaken each year by Staffordshire residents to the HWRC network (including Lower House Farm). The service is also used by traders and some 1,200 visits were made by registered traders in 2019/20.

Desired Household Waste Recycling Centre Contract Outcomes

9. The commissioning of a new contract provides an opportunity for the authority to take stock and confirm what key outcomes are required from the new contract. Identifying these at an early stage can help shape the contract conditions, specification and provide a framework on how contract success can be measured.
10. For the Household Waste Recycling Centre Contract, the following outcomes are suggested:
 - a. A service that is safe to use and operate.
 - b. A service that maximises recycling opportunities.
 - c. A service that provides best value for the public purse.
 - d. A service that can match customer demand.
 - e. A service that has appropriate levels of customer satisfaction when considering the authorities overall budget and accountabilities.
 - f. A service that can offer flexibility so that service innovation/improvement is possible over the period of the contract.
 - g. A service that supports the priority outcomes of the authority.
11. Although the above contract outcomes are not listed in priority order it is likely that contract submissions would be judged against them and they would form the long-term basis on which the contract would be managed.

Household Waste Recycling Centre Procurement Options

12. Waste Disposal Authorities (WDA) in England traditionally use 2 main procurement models to manage their HWRC's namely; in-house or fully outsourced. Thirty years ago, most local authorities in England used in-house delivery models, often as part of a wider direct labour organisation (DLO), to provide their HWRC service.

13. In-house delivery is still used by many local authorities and an indication of current HWRC service delivery from neighbouring authorities is provided in Appendix 2.
14. The choice between in-house or out-sourcing is often a philosophical/commercial one although there is an important consideration of share of risk and where it sits. In terms of the costs of the HWRC service, in common with most actives, costs can be readily associated with labour, plant and materials. In the provision of a HWRC service, labour and plant are relatively fixed costs and are low risk for any provider. Material costs are much more volatile and as an indication of this, material cost prices (for some key material streams) over the last 12 months, are shown in Appendix 3.
15. The fluctuation of recyclate material prices have been a significant challenge for the waste industry and our own experience of managing fully outsourced HWRC contracts over many years has not been without its challenges.
16. On the 30th March 2020 the authority commenced a temporary emergency contract with Amey for the provision of the HWRC service until 29th March 2022. This contract was based on the cost-plus model which means that certain risks, including material risks sit with the authority. Although we are only 6 months into the operational side of the contract, as a result of the HWRC being initially shut down as a response to the global Covid-19 pandemic, valuable lessons are being learnt which it is hoped will help shape any further re-procurement of the HWRC service.
17. In addition to the above models some WDA's commission charities to run their HWRC. Often this is at selected sites rather than the complete network. In Staffordshire we have not used this model although charities are an integral part of the service and for the last six years Katherine House Hospice have managed the Charity Re-use shop at the Cannock HWRC which acts as an outlet for all the other HWRC sites in Staffordshire. It should be noted that the Lower House Farm site has its own Charity reuse site.
18. A summary of suggested advantages and disadvantages of each model is shown in Appendix 4.

Link to Strategic Plan

19. The provision of an efficient and effectively managed HWRC network supports the County Councils vision for **greener living** by ensuring that all households have access to suitable points to enable residents to recycle more of their household waste.
20. In terms of **healthy**, the provision of an efficient and effectively managed HWRC network ensures that Staffordshire's residents can dispose of their waste in a way that does not become a public health hazard.
21. In terms of being **happy**, the provision of an efficient and effectively managed HWRC network ensures that Staffordshire's environment is protected from the plight of flying tipping helping Staffordshire to be a pleasant place to live.

Link to Other Overview and Scrutiny Activity

None.

Community Impact

22. The initial community impact assessment is included in Appendix 5.

List of Background Documents/Appendices:

Appendix 1 – Map showing Staffordshire HWRC Network

Appendix 2 – HWRC Service Delivery Models – neighbouring WDA

Appendix 3 – Recyclate Material Prices Monthly Variation 2019/20

Appendix 4 – HWRC Delivery Models – Advantages and Disadvantages

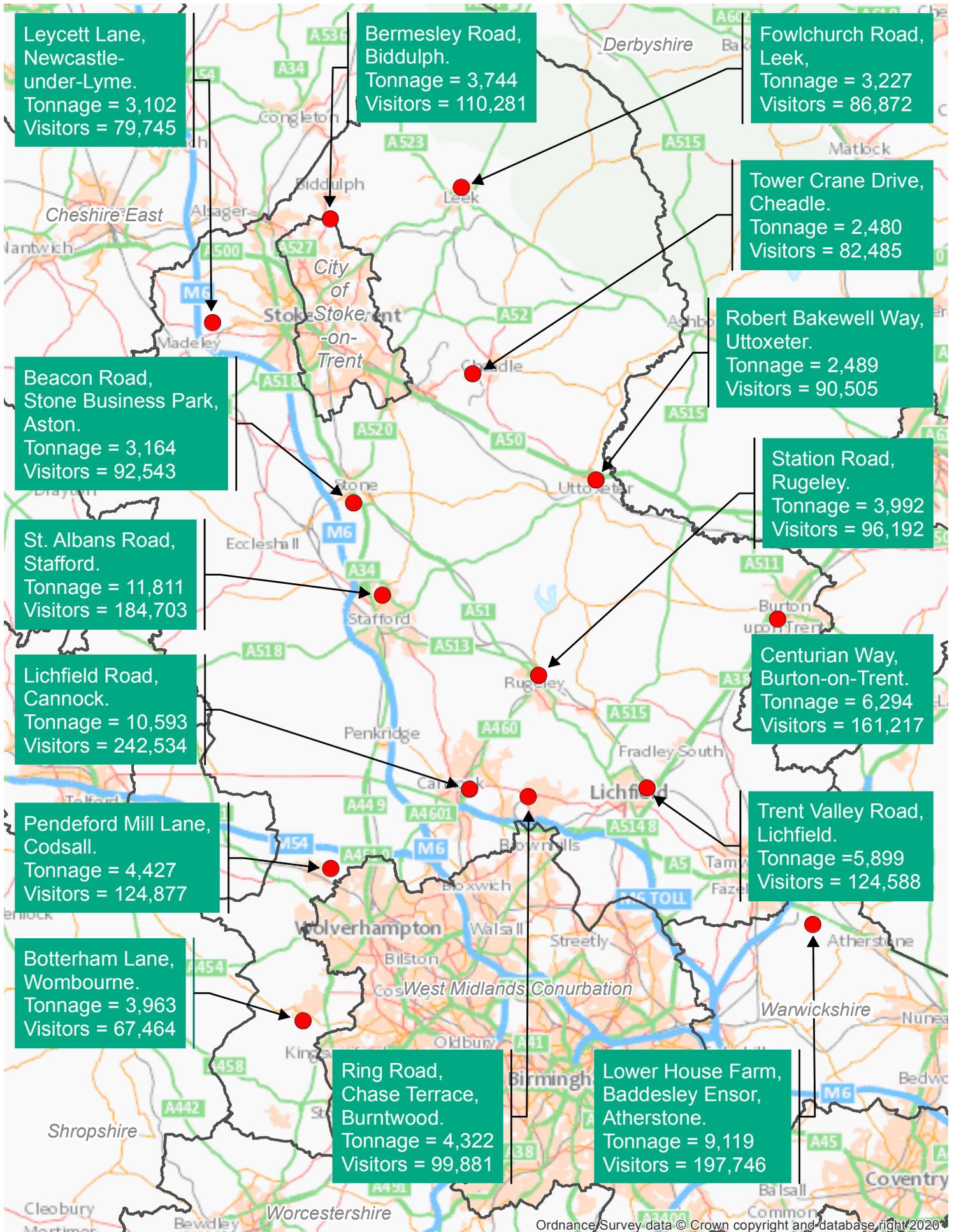
Appendix 5 – Community Impact Assessment

[Prosperous Staffordshire Select Committee – 4th April 2018 – Review of Charging for Non-Household Waste](#)

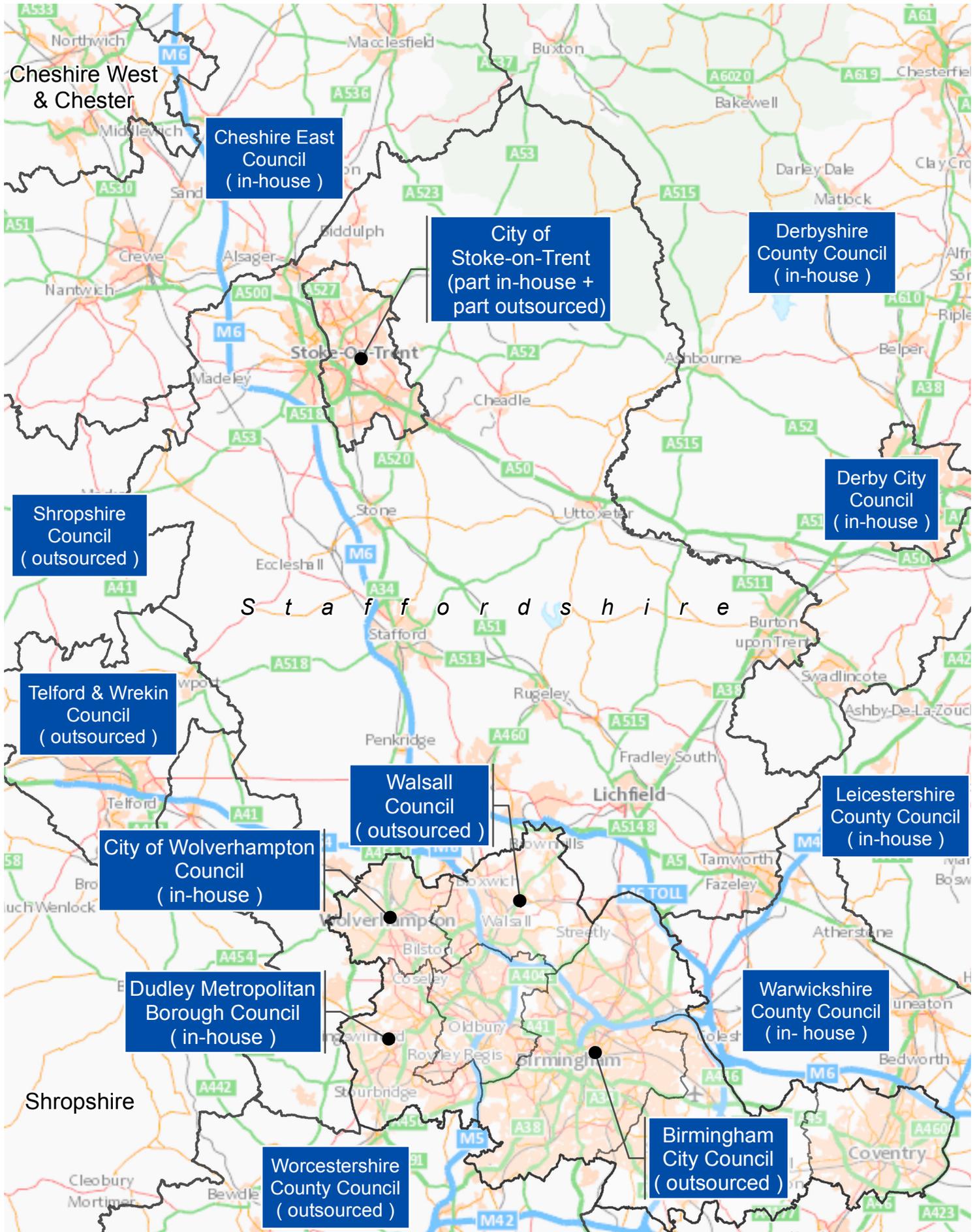
Contact Details

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Staffordshire Household Waste Sites 2019-2020 Household Waste Tonnage and Visitor Numbers



Ordnance Survey data © Crown copyright and database right 2020



Recyclate Material Prices Monthly variation 2019/20

	Income/cost	Annual Tonnage	High Point £	Low point £	Difference £	Yearly Impact £
Aluminium	Income	9	-900	-800	-100	- 947
Batteries-auto	income	113	-600	-520	-80	- 9,044
Brass	income	3	-2700	-2000	-700	- 1,820
Cables - Electrical	income	10	-750	-450	-300	- 3,090
Card	income	2,827	-67	-10	-57	- 161,126
Clothes / Textiles	income	906	-270	-100	-170	- 153,983
Copper	income	2	-3800	-3300	-500	- 890
Lead	income	0	-1250	-1100	-150	- 6
Paper - Mixed	income	500	-10	-20	10	5,004
Lead	income	0	-1250	-1100	-150	- 6
Metal - Mixed Scrap (cans)	income	3,365	-130	-75	-55	- 185,093
Paper - Mixed	income	500	-10	-20	10	5,004
Stainless Steel	income	4	-830	-680	-150	- 639
Wood -high	cost	15,074	25	-20	45	678,327
Glass - mixed	cost	248	23	11	12	2,976
Green Waste	cost	9,269	32	17	15	139,031

HWRC Delivery Models – Advantages and Disadvantages

Delivery Model	Advantages	Disadvantages
Re-procure - External provider	<ul style="list-style-type: none"> • External provider potentially has greater bargaining power for the sale of materials • Access to markets for new materials, using providers experience elsewhere on other contracts • Some external providers will have experience in running similar services and knowledge of best practice • Some transfer of financial risk to the external provider • Tender process can increase quality and cost effectiveness • Could be synergies with other commercial operations of the external provider • Use of Social Value can drive positive performance in terms of local supply chain and community engagement/involvement • Should we say something about transferring risk of making operations net zero to operator? 	<ul style="list-style-type: none"> • Lack of control for SCC • Risk and cost issues of introducing new services and materials • Service provided is only as good as the contract and documents used • The larger the external provider, the less influence the County Council may have over the delivery of the service • Limited ability to engage with local communities and charities • Limited ability to support local economy for goods and services • Income from sale of materials used to offset cost of provider • County Council may have less control of disposal costs of materials • Potential lack of interest from market leading to lack of competition and higher prices • Resources and time required for procurement

Delivery Model	Advantages	Disadvantages
In-house service	<ul style="list-style-type: none"> • Direct Control • Easy to align with County Council policies and priorities • More flexibility to add, improve, remove and re-purpose parts of the service • More flexibility to introduce new materials for recycling and reuse, not necessarily based on profit only • Freedom to engage with local communities and charities • Ability to support local economy for goods and services • No profit margin / cost to external provider • County Council retain 100% of income from sale of materials • County Council in full control of disposal costs of materials • No long-term commitment 	<ul style="list-style-type: none"> • Implications of employing staff under County Council Terms and conditions • Potential pension on costs • Less flexibility to fully utilise temporary staff through agencies • Less flexibility to source plant and equipment to operate the service • Potential increased costs for engaging with local communities and charities. • Potential increased costs for supporting local economy for goods and services • More risk to increase cost in markets for materials change • More risk to increase cost in disposal costs of materials markets change

<p>Hybrid service (in-house service with elements outsourced to an external provider)</p>	<ul style="list-style-type: none"> • Direct control in key areas • Easy to align with County Council policies and priorities • Flexibility to add, improve, remove and re-purpose parts of the service that are in-house • No profit margin / cost to external provider on parts of the service that are in-house • Freedom to engage with local communities and charities of parts of the service that are in-house • Ability to support local economy for good and services of parts of the service that are in-house • County Council retain 100% of income from sale of materials of parts of the service that are in-house • County Council in full control of disposal costs of materials of parts of the service that are in-house 	<ul style="list-style-type: none"> • Requires ongoing investment • Potential pension on costs for parts of the in-house service • Implications of employing staff under County Council Terms and conditions for parts of the in-house service • Flexibility to fully utilise temporary staff, source plant and equipment for parts of the in-house service • Potential increase in costs for engaging with local communities and charities of parts of the service that are in-house • Potential increase in costs for supporting the local economy for goods and services of parts of the service that are in-house • More risk to increase cost in markets for materials change of parts of the service that are in-house • More risk to increase the disposal costs of materials markets change of parts of the service that are in-house
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Staffordshire
County Council

Community Impact Assessment

Name of Proposal: Household Waste Recycling Centre Contract - Re-procurement

Project Sponsor: Clive Thomson - Assistant Director for Connectivity and Sustainability

Project Manager: Tim Cooper – Head of Service: Waste and Sustainability

Date Completed: 19/10/20

Completing a CIA

- A CIA will help you to identify the potential **impacts, risks and benefits** of your proposed policy, service or project. Doing this at an early stage enables engagement and research to be undertaken to identify actions that will either **lessen the risk** or **maximise the benefits**. The assessment will also help you to identify mitigating factors whereby risks may be balanced out to an extent by the benefits.
- This template should be used to support the development of a proposal during the **planning stage**, therefore supporting the council's approach of [Achieving Commissioning Excellence](#).
- A good CIA will involve input from more than one person. A **Project Team** should be identified with different, but relevant expertise to ensure that a full range of views are considered.
- **Engagement and/or consultation** should take place with appropriate and representative groups of people that are most likely to be affected. This must then be used to help shape the design/outcomes of the project. Please note that due to the publication of CIAs, it is advisable not to record personal details of members of the public, such as names or addresses.
- **Once completed**, the main findings from your CIA should be transferred to the '**Checklist and Executive Summary**' template. Then both documents need to be approved/signed off by the appropriate people. Depending on the size of your project, this could be your manager, project lead, sponsor or SLT.
- For CIAs that are going to **Cabinet**, only the '**Checklist and Executive Summary**' will be uploaded as part of the **Cabinet Papers**. The full CIA document will be uploaded as a **Background Paper**.

Completing the CIA Template

This table describes what is required when completing the key sections of your assessment.

Which groups will be affected	Benefits	Risks	Mitigations / Recommendations
<p>Which groups of people will be impacted by the proposed policy, service or project? This could be people in a particular area, a street, or a group of people with similar characteristics e.g. older people, young people or people with care needs. Also consider staff, residents and other external stakeholders.</p>	<p>Think about the impact the proposal may have on each of the different category areas and identify the benefits of each decision.</p>	<p>Think about the impact the proposal may have on each of the different category areas, and identify the risks associated with the proposal.</p>	<p>Set out any recommendations as to how the benefits will be maximised and the risks minimised.</p> <p>Also highlight any trade-offs that may occur.</p>
<p>Please note:</p> <ul style="list-style-type: none"> • Potential impacts should not be included if it is considered highly unlikely that they would occur. • Where no major impacts have been identified, please state N/A. • Due to the publication of CIAs, it is advisable not to record personal details of members of the public, such as names or addresses. 			
<p>Evidence Base: (Evidence used/ likelihood/ size of impact) How certain are you about the assessment of each potential impact, and what evidence have you used to arrive at the decision? E.g. Data – population trends data, census data, service data. Research – national, regional, local research. Engagement/ Consultation – with partners, the public, the voluntary sector.</p>			

Use the following template to highlight the impacts of your proposal on each of the following categories: The Public Sector Equality Duty (PSED), Health and Care, the Economy, the Environment, and Localities/ Communities.

Community Impact Assessment

Public Sector Equality Duty (PSED)

Use this section to identify if the proposal will impact on our legal obligations under the Equality Act 2010 for both residents and staff. In summary, those subject to the general equality duty must have due regard to the need to: Eliminate unlawful discrimination, harassment and victimisation, advance equality of opportunity between different groups and foster good relations between different groups.

Please consider:

- Who is currently using the service, across the protected characteristics?
- What do we know about their experiences and outcomes?
- What relevant information is available from the Census and population trends data?
- What were the findings of the engagement/consultation?
- Is there any relevant national, regional and/or local sources of research/evidence available?
- Is there any relevant information from partners or voluntary, community, social enterprise organisations?
- What is the analysis of the impact on those with relevant protected characteristics?

Protected Characteristics:	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
Race	Neutral, sites are open to all Races			
Disability	Neutral, sites open to all. Assistance is available at all sites when in full operation, however, in extreme circumstances (such as during the recent major Covid-19 outbreak) restrictions on service/assistance may be in place		During Covid restriction no assistance available at all sites	Assistance is available at all sites under normal operation (pre/post covid). However, where restrictions are in place during extreme circumstances we will endeavour to communicate all safety guidance and changes to services in an accessible way to people with disabilities, such as visual impairment or learning disabilities.
Sex	Neutral			
Age	under 16s not allowed on site		During Covid restriction no assistance	Assistance is available at all sites under normal operation (pre/post covid).

Protected Characteristics:	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
			available at all sites Risks to older people who need assistance	However, where restrictions are in place during extreme circumstances we will endeavour to communicate all safety guidance and changes to services in an accessible way to people with disabilities, such as visual impairment or learning disabilities.
Religion or Belief	Neutral			
Gender Reassignment	Neutral			
Sexual Orientation	Neutral			
Pregnancy and Maternity	Neutral			
Marriage and Civil Partnership	Neutral			
The duty to have due regard to the need to eliminate discrimination also covers marriage and civil partnerships in relation to employment issues.				
Impact on SCC Staff	no effect on staff			

Protected Characteristics:	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
If the proposal affects SCC staff, consider the workforce profile compared against the protected characteristics pre and post change, the impact of job losses, available support for staff, and HR protocols.				
Evidence Base: (Evidence used/ likelihood/ size of impact) Historical contract and policies, along with understanding of how the network currently operates.				

Health and Care

Use this section to determine how the proposal will impact on resident’s health and wellbeing, and whether the proposal will impact on the demands for, or access to health and care services. Please consider the Care Act 2014 and the Health and Social Care Act 2012.

Category Area	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
(Areas highlighted are suggestions only and there may be other impacts in these categories)				
Mental Health and Wellbeing	No impact			
Will the proposal impact on the mental health and wellbeing of residents or				

Category Area	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
(Areas highlighted are suggestions only and there may be other impacts in these categories) services that support those with Mental Health issues?				
Healthy Lifestyles	No			
Will the proposal promote independence and personal responsibility, helping people to make positive choices around physical activity, healthy food and nutrition, smoking, problematic alcohol and substance use, and sexual health?				
Accidents and Falls Prevention	under 16s not allowed on site.	Less risk of accidents and falls with these policies on the network.	During Covid restriction no assistance available at all sites Risks to older people who need assistance	There will be a site maintenance plan and regime in place.
Does the proposal reduce or increase the risk of: falls in older people, childhood accidents, road accidents, or workplace accidents?	Assistance is available at all sites under normal operation (pre/post covid).			Network will have a health and Safety management system in place
Access to Social Care	NA			

Category Area	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
(Areas highlighted are suggestions only and there may be other impacts in these categories)				
Will the proposal enable people to access appropriate interventions at the right time?				
Independent Living	NA			
Will the proposal impact on people's ability to live independently in their own home, with care and support from family, friends, and the community?				
Safeguarding	NA			
Will the proposal ensure effective safeguarding for the most vulnerable in our communities?				
<p>Evidence Base: (Evidence used/ likelihood/ size of impact) Historical contract and policies, along with understanding of how the network currently operates with intension to maintain procedure for health care where applicable</p>				

Economy

Use this section to determine how the proposal will impact on the economy of Staffordshire and the income of residents.

Category Area	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
(Areas highlighted are suggestions only and there may be other impacts in these categories)				
Economic Growth	SMEs	This is being review before the new solution is in place.	some SMEs may have to change the way they disposal of waste to ensure that receive the benefit of a cheaper service	Trade waste prices to be reviewed annually.
Will the proposal promote the county as a "go to" location for business, and make it easy for businesses to start up, innovate and expand?	There is a trade waste system on sites.	The objective of the review is to deliver an efficient cost-effective service.		wherever possible businesses carrying out the waste reduction practise will be supported. Any changes to trade waste policy with be communicated to SMEs along with the benefits of the change.
Poverty and Income	no			
Will the proposal have an impact on income? Will it reduce the gap between high and low earners?				
Workplace Health and Environments	Will offer safe disposal of waste, not collected from kerbside.	Reduced fly tipping.	During extreme circumstances e.g.. Covid if services shut risk of fly tipping	Mitigation against fly tipping – work with district/boroughs to encourage enforcement/campaigns against fly tipping
Will the proposal impact on working conditions and the health of Staffordshire's workforce?				If service shut down staff will be redeployed to assist street cleansing teams to remove items that have been fly tipped.

Category Area (Areas highlighted are suggestions only and there may be other impacts in these categories)	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
Access to jobs/ Good quality jobs Will the proposal create the right conditions for increased employment in more and better jobs?	currently the network employees 75 members of contract staff.		new solution may reduce staffing levels.	Staffing levels will be agreed with SCC and any reduction in numbers will be managed, so that less agency/temporary staff are employed first. Followed by a recruitment freeze until levels have reduced.
Evidence Base: (Evidence used/ likelihood/ size of impact)				
Historical contract and policies, along with understanding of how the network currently operates with intention to maintain the impact the network has on Staffordshire's economy.				

Environment

Use this section to identify the impact of the proposal on the physical environment. How does the proposal support the utilisation and maintenance of Staffordshire's built and natural environments, thereby improving health and wellbeing and strengthening community assets?

Category Area (Areas highlighted are suggestions only and there may be other impacts in these categories)	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations

Built Environment/ Land Use	No, not further sites looking to be used/developed			
Will the proposal impact on the built environment and land use?				
Rural Environment	No, not further sites looking to be used/developed			
Will the proposal impact on the rural natural environment or on access to open spaces?				
Air, Water and Land Quality	No			
Will the proposal affect air quality (e.g. vehicle, industrial or domestic emissions), drinking water quality or land quality (e.g. contamination)?				
Waste and Recycling	it should offer the same waste and recycling options or better			Ensure the new solution maintains a high level of reuse and recycling. This will be considered when procurement is undertaken.
Will the proposal affect waste (e.g. disposal) and recycling?				
Agriculture and Food Production	No			
Will the proposal affect the production of healthy,				

affordable and culturally acceptable food?				
Transport	No			New solution will include measures ways to minimise haulage movements.
Will the proposal affect the ability of people/ communities/ business to travel? Will the proposal impact on walking/ cycling opportunities?				
Noise	sites operations can create noise especially to neighbours of the site	Sites with history of noise issues are known to authority	Changes to the network could increase noise at other sites	Noise management plans already in place and will continue to be so where needed under the new solution. Further consideration will be given when procurement is undertaken/contract is agreed in some of the recommendations/mitigations
Will the proposal cause disruptive noise?				
Climate Change	Yes, it is reducing the carbon miles in waste transportation and moving waste up the waste hierarchy	Carbon footprint of the network already calculated.		Work already been completed to review the impact of the network on climate change. Further consideration will be given when procurement is undertaken/contract is agreed in some of the recommendations/mitigations
Does this proposal have any Climate Change implications?				
Evidence Base: (Evidence used/ likelihood/ size of impact)				
Historical contract and policies, along with understanding of how the network currently operates and impacts on the environment.				
SCC carbon Base lining report for 2018/19.				

Localities / Communities

Use this section to identify the impact of the proposal on communities. How will the proposal strengthen community capacity to create safer and stronger communities? It is important to recognise the different localities and communities your proposal may impact upon and identify any communities that could be more adversely impacted than others. Strategic Delivery Managers (SDMs) have a great deal of knowledge about their relevant locality and they must be engaged with as part of your Project Team at an early stage of the process.

Category Area	Which groups will be affected?	Benefits	Risks	Mitigations / Recommendations
(Areas highlighted are suggestions only and there may be other impacts in these categories)				
Community Development/ Capacity	Yes, the proposal should offer more opportunity to work and support local charities.	Charities are supported, either through funding support or materials.		Further consideration will be given when procurement is undertaken/contract is agreed in some of the recommendations/mitigations
Will the proposal affect opportunities to work with communities and strengthen or reduce community capacity?				
Crime/ Community Safety	no			
Will the proposal support a joint approach to responding to crime and addressing the causes of crime?				
Educational Attainment and Training	NA			

<p>Will the proposal support school improvement and help to provide access to a good education? Will the proposal support the improved supply of skills to employers and the employability of residents?</p>				
<p>Leisure and Culture</p>	NA			
<p>Will the proposal encourage people to participate in social and leisure activities that they enjoy?</p>				
<p>Volunteering</p>	The future proposal could allow for more volunteering to take place within the network.			
<p>Will the proposal impact on opportunities for volunteering?</p>				
<p>Best Start</p>	NA			
<p>Will the proposal impact on parental support (pre or postnatally), which helps to ensure that children are school-ready and have high aspirations, utilising a positive parenting approach?</p>				
<p>Rural Communities</p>	NA			

Will the proposal specifically impact on rural communities?				
<p>Evidence Base: (Evidence used/ likelihood/ size of impact)</p> <p>Historical contract and policies, along with understanding of how the network currently operates and impacts this has on local communities.</p>				

Submitting a CIA

Now transfer the main findings of this assessment to the '**Checklist and Executive Summary**' template. Then both documents need to be approved/signed off by the appropriate people. For CIAs that are going to **Cabinet**, only the '**Checklist and Executive Summary**' will be submitted as part of the **Cabinet Papers**. The Full CIA document will be submitted as a **Background Paper**.



Work Programme 2020/21

Prosperous Staffordshire Committee

This document sets out the work programme for the Prosperous Staffordshire Select Committee for 2019/20.

The Prosperous Staffordshire Select Committee is responsible for scrutiny of highways infrastructure and connectivity, flood and water management, education, learning and skills. As such the statutory education co-optees will sit on this committee. The Work Programme is linked to the Vision, Outcomes and Priorities detailed in the Council's Strategic Plan 2018-2022.

We review our work programme at every meeting. Sometimes we change it - if something important comes up during the year that we think we should investigate as a priority. Our work results in recommendations for the County Council and other organisations about how what they do can be improved, for the benefit of the people and communities of Staffordshire.

County Councillor Ian Parry

Chairman of the Prosperous Staffordshire Select Committee

If you would like to know more about our work programme, please get in touch with Mandy Pattinson, Scrutiny and Support Manager, 01785 278502 or by emailing mandy.pattinson@staffordshire.gov.uk

Work Programme 2020/21

Date of meeting	Item	Details	Information/Action/Outcome from meeting
18 June 2020 Teams meeting	Covid-19 effects on Further Education Cabinet Member: Philip White Lead Officers: Anthony Baines	FE Principle invited	
	Economic Recovery, Renewal and Transformation Strategy Cabinet Member: Mark Winnington/Philip White Lead Officers: Darryl Eyres	LEP Chairman invited	
24 July 2020 Teams meeting	Community Learning Service – Outcomes from Investment Cabinet Member: Philip White Lead Officers: Amanda Darlington		Comments outlined by Members fed back into future Community Learning offers
	Covid-19 school update Cabinet Member: Philip White Lead Officer: Tim Moss	Verbal report – School Heads invited to attend	Noted – further update requested in November (Inc. transport)
17 September 2020	Economic Recovery, Renewal and Transformation- quarterly update. Cabinet Member: Philip White Lead Officers: Darryl Eyres	Requested at triangulation meeting 15 July 2020.	<ul style="list-style-type: none"> • recommends the Cabinet Member to continue to explore further interventions to enable the successful delivery of the Strategy, and, • request relevant Cabinet Members bring updates on delivery of the strategy to this Select Committee for scrutiny every 3 months.
	Performance of the Highways Contract to include PFI Street Lighting (new item) and pot hole repair. Highways Infrastructure Asset Management Plan Cabinet Member: David Williams Lead Officer: James Bailey	Six month update plus information on pot hole repairs	That that the Assistant Director for Highways and the Built County share location specific information regarding the roll out of LED street lighting.
	Flood Management -	Raised by the Chairman and Vice Chairs	Noted and copy of slides requested

	Cabinet Member: David Williams/Julia Jessel Lead Officer: David Walters/James Bailey/Jamie Cooper		
12 November 2020	Staffordshire Air Quality Cabinet Member: David Williams Lead Officer: Clive Thomson/Nick Dawson	Pre decision scrutiny. Subject to Gov. approval of Business case	
	Cannock Chase SAC mitigation plans. Cabinet Member: Victoria Wilson Lead Officer: Sarah Bentley	Pre decision Scrutiny	
	Household Waste Contract Cabinet Member: Mark Deaville Lead Officer: Clive Thomson/Rachel Melvin	Pre decision scrutiny.	
	SEND Strategy Cabinet Member: Jonathan Price Lead Officer: Tim Moss/Laura Beaumont	Pre decision scrutiny. Invite SEND Working Group to the meeting	
15 January 2021	Economic Recovery, Renewal and Transformation- quarterly update. Cabinet Member: Philip White Lead Officers: Darryl Eyres	Requested at triangulation meeting 15 July 2020.	
	Update on Return to Schools Inc. school transport. Cabinet Member: Jonathan Price Lead Officer: Tim Moss	Requested at July meeting. Invite Headteachers (July meeting)	Moved for November 2020 to allow for a full term's information
26 February 2021	HS2 update – impact on Staffordshire. Cabinet Member: Lead Officers: Darryl Eyres		
15 April 2021	Economic Recovery, Renewal and Transformation- quarterly update. Cabinet Member: Philip White Lead Officers: Darryl Eyres	Requested at triangulation meeting 15 July 2020.	
Additional Items for Discussion			
Briefing note requested	Superfast Broadband Cabinet Member: Mark Winnington Lead Officer: Anthony Hodge/Paul Chatwin		Briefing note with reference to map that Members can access that details coverage.

Briefing note requested	Entrust – Update Cabinet Member: Mark Deaville Lead Officer: Ian Turner	Initial contract runs from 1.8.19 – 31.7.20, with option to extend for a further 3 years. Update on contract; contract performance. Impact of change in local authority expectations.	Agreed at 17 September meeting to defer to Corporate Review Select Committee. Take off work programme
To be advised	Local Industrial Strategy/Strategic Infrastructure Plan Cabinet Member: Philip White Lead Officer: Anthony Hodge	Item agreed at the Triangulation Meeting on 30 October 2019.	
To be advised	LCWIP (cycling and walking) – link to the active travel/sustainable travel to school. Cabinet Member: Julia Jessel/J Price Lead Officer: Clive Thomson/Louise Clayton /Nick Dawson	Requested at triangulation meeting 15 July 2020.	
To be advised	Live Labs. Cabinet Member: Lead Officer: Darryl Eyres/Clive Thomson/Louise Clayton	Requested at triangulation meeting 15 July 2020.	
To be advised	Apprenticeship funding/ Decentralisation Cabinet Member: Philip White Lead Officers: Anthony Baines	Requested at triangulation meeting 15 July 2020.	Briefing note circulated to Prosperous and Corporate Review 19/10/20
To be advised	Digital Strategy/ Roll out of infrastructure (separate items) Cabinet Member: Julia Jessel Lead Officer: Anthony Hodge/Paul Chatwin	Requested at triangulation meeting 15 July 2020.	
To be advised	Delivering Housing in Staffordshire Cabinet Member: Mark Deaville Lead Officer: Anthony Hodge/ Mark Parkinson/Matthew Shufflebotham	Aspire Housing and Homes England	Was due to be considered in November 2020. Nothing to report at the moment.

Working Groups

SEND Working Group Cabinet Member: Mark Sutton Lead Officer: Tim Moss	Next meeting November 2020	Three representatives of the Committee will participate in a Working Group to consider the Joint local area SEND inspection in Staffordshire and draft action plan. The Group meets regularly.	Invited to 12 November meeting for SEND Strategy.
Community Transport and the Supported Bus Network	An Inquiry Day is to	The Committee agreed to monitor the impact of the removal of bus subsidies going forward. The Leader of the Opposition also	

Cabinet Member: Mark Deaville Lead Officer: Clive Thomson	be held in April 2020.	requested that a report come back to the Committee on benchmarking with other local authorities. To include issues in respect of public transport and changes to the Your Staffordshire Card Scheme.	
How Well are Small and Medium Sized Businesses Supported? Cabinet Member: Philip White Officer: Anthony Baines	An Inquiry Day is to be held.	Agreed at the Triangulation Meeting on 30 October 2019. Discussed at Triangulation meeting 15 July 2020.	Director and Scrutiny Support to draft a scope for the Chair and Vice(s) to consider

Membership

Ian Parry (Chairman)
Tina Clements (Vice Chairman)
Keith Flunder
Syed Hussain
Ian Lawson
Alistair Little
Kyle Robinson (Vice Chairman)
David Smith
Simon Tagg
Bernard Williams
Mike Deakin (Co-optee)
Rev. Preb. Michael Metcalf (Co-optee)
Jessica Shulman (Co-optee)

Calendar of Committee Meetings – To be notified.

~~18 June 2020~~
~~24 July 2020~~
~~17 September 2020~~
12 November 2020
15 January 2021
26 February 2021
15 April 2021

