

REPORT AUDIT TRAIL**CONSULTATION**

*This is important as it shows that consultation has been undertaken in the preparation of the report and provides a quick reference point for specific comments, whilst the report will not be publishable if these areas have not been completed by the named persons below. **You must liaise with and receive sign off from the relevant Cabinet Member(s).***

Name/Position	Portfolio/Ward/ Directorate	Date Sent	Date Received	Comments in para:
Councillor Dominic Beck	Cabinet Member for Transport and Environment	17/03/23	24/03/23	
<i>Paul Woodcock</i>	Assistant Chief Executive/ Strategic Director for Regeneration and Environment	17/03/23	Click here to enter a date.	
<i>Richard Young,</i> Finance	Finance and Customer Services	17/03/23	24/03/23Click here to enter a date.	Section 6
<i>Stuart Fletcher,</i> Legal Services	Legal Services	17/03/23	28/03/23	Section 7
<i>John Crutchley,</i> Human Resources	Assistant Chief Executive's Office	17/03/23	20/03/23Click here to enter a date.	8.1
<i>Karen Middlebrook,</i> Procurement	Finance and Customer Services	17/03/23	23/03/23	
<i>Steve Eling</i> Equalities	Assistant Chief Executive's Office	17/03/23	20/03/23	
<i>Climate team</i>	Assistant Chief Executive's Office	17/03/23	28/03/23	Tracking reference: CIA054

REPORT APPROVAL TRACKING

<p>Equalities Your report will not be authorised for submission to Cabinet by your Strategic Director if you have not undertaken and included an initial equalities screening. All equalities analysis documents should be included as appendices</p>	<p>Initial Screening completed and included with report</p>	YES	17/03/2023
	<p>Full Assessment completed and included with report</p>	NO	Insert date agreed
<p>Carbon Impact Assessments Carbon Impact Assessments are to be appended to the associated cabinet reports. Carbon Impact Assessments should be sent to climate@rotherham.gov.uk for feedback prior to your report being sent to your Strategic Director for approval.</p>	Carbon Impact Assessment completed and included with report.	YES	17/03/2023
<p>Background information MANDATORY: Insert headings for a few main public documents you have used or referenced to write this report. This is a legal requirement. For Cabinet reports, <u>insert hyperlinks</u>. Do not list private documents.</p>	<p>Rotherham Cycling Strategy Sheffield City Region (SCR) Transport Strategy Rotherham Transport Strategy SCR Active Travel Implementation Plan (ATIP)</p>		
<p>Appendices If appendices are essential to the understanding of the report, list titles here. Equality Analysis documents should be listed as Appendix 3 for all reports. Ensure that appendices have proper titles.</p>	<p>Appendix 1 Rotherham Cycling Strategy Delivery Plan (Final Draft) Appendix 2 Equalities Impact Assessment Appendix 3 Carbon Impact Assessment</p>		
<p>Cabinet Member Approval You should retain an email confirming the Cabinet Member approval for your records. Strategic Directors should not authorise reports unless Cabinet Members have given sign off</p>	YES/NO (delete as appropriate)	Click here to enter a date.	
<p>Report Authorised by Strategic Director</p>	YES/NO (delete as appropriate)	Click here to enter a date.	
<p>Report Authorised for publication by Chief Executive</p>	YES/NO (delete as appropriate)	Click here to enter a date.	

Committee Name and Date of Committee Meeting

Delegated Officer Decision – 28 March 2023

Report Title

Approval of the RMBC Cycling Strategy Delivery Plan

Is this a Key Decision and has it been included on the Forward Plan?

No, but it has been included on the Forward Plan

Strategic Director Approving Submission of the Report

Paul Woodcock, Strategic Director of Regeneration and Environment

Report Author(s)

Andrew Moss, Interim Head, Transportation Infrastructure Service
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Ward(s) Affected

Borough-Wide

Report Summary

The draft Rotherham Cycle Strategy was approved by Cabinet on 24th January 2022. A requirement of the Council's "Year Ahead Plan" is that a delivery plan be provided setting out details of how the Council will deliver the aims and objectives of that strategy. This report seeks approval for adoption of the draft Rotherham Cycling Strategy Delivery Plan provided at Appendix 1.

Recommendations

1. That the Strategic Director Regeneration and Environment in Consultation with the Cabinet Member for Transport and Environment approve the draft Rotherham Cycling Strategy Delivery Plan provided at Appendix 1.

List of Appendices Included

Appendix 1 Rotherham Cycling Strategy Delivery Plan (Final Draft)
Appendix 2 Equalities Impact Assessment
Appendix 3 Carbon Impact Assessment

Background Papers

Rotherham Cycling Strategy
Sheffield City Region (SCR) Transport Strategy

Rotherham Transport Strategy
SCR Active Travel Implementation Plan (ATIP)

Consideration by any other Council Committee, Scrutiny or Advisory Panel
No.

Council Approval Required
No

Exempt from the Press and Public
No

1.	Background
1.1	Rotherham’s Cycle Strategy was approved by Cabinet on 24 th January 2022. This followed a public consultation during the summer of 2021, which resulted in revisions to the draft strategy.
1.2	Following the adoption of the Cycling Strategy, a commitment was made in the Council’s “Year Ahead Plan” for 2023-24 for a delivery plan to be provided setting out details of how the Council will deliver the aims and objectives of the strategy.
1.3	The aim of the Cycling Strategy is to promote the use of cycling, increase the number of people who participate in cycling and provide the benefits to health and well-being, the economy and the environment. Delivery of the strategy will result in improvements to the Council’s existing cycle network and demonstrate its commitment to investing in and expanding Rotherham’s cycling infrastructure.
1.4	A delivery plan enables the Council to set out its plans to achieve the goals of this strategy and to track progress towards their achievement. As well as guiding delivery of successful outcomes the delivery plan will also allow information about any challenges identified during the process of delivery, which will help in provision of solutions to those challenges.
2.	Key Issues
2.1	<p>Rotherham’s Cycling Strategy has a primary objective “to demonstrate that a significant increase in cycling in Rotherham is achievable, and that this can bring about wider improved outcomes.”</p> <p>To work towards this primary objective, the cycling strategy will also contribute to:</p> <ul style="list-style-type: none"> • supporting an integrated, sustainable transport system in Rotherham • supporting the economy and regeneration by providing high quality access by bike to employment, training and retail • ensuring the health and wellbeing of all Rotherham residents and workers is supported by enabling active and sustainable travel <p>The work defined within the draft Rotherham Cycling Strategy Delivery Plan will support achievement of these objectives.</p>
2.2	Key to delivery of these objectives, is the need to engage both internally and externally. Details of partnership working and communications of the Council’s approach to communication and engagement are provided in section 3 of the report.

2.3	The development of the draft delivery plan has involved the transport infrastructure service which has primary delivery responsibility for the Cycling Strategy, and the Council's public health service. Further engagement will take place at programme and scheme development level to ensure the principles of strength based working and co-delivery are embedded in the work arising from this plan.
2.4	Funding for this Delivery Plan is principally sourced from the City Regions Sustainable Transport Settlement (CRSTS) funding provided through South Yorkshire Mayoral Combined Authority (SYMCA) regional funding framework for transport. It is essential that this delivery plan defines activities and schemes which are realistic and deliverable. Programme and project management systems and procedures are in place to ensure value for money is achieved, risks identified and removed and objectives for scheme and programme delivery are met. Progress on the work defined in the delivery plan in Appendix 1 is reported into the Major Projects Board.
3.	Options considered and recommended proposal
3.1	Following the adoption of the Rotherham Cycling Strategy in January 2022 the Council could proceed to delivery of its cycling programmes and investment schemes without a delivery plan. This would still result in achievement of the strategy's objectives but risks one or more projects falling behind or not being prioritised in a timely manner.
3.2	Provision of a Cycling Strategy Delivery Plan detailing what activities and schemes are being conducted, to specific timelines and using stated levels of funding. This also ensures stakeholder engagement takes place in the context of the strategy, rather than for specific issues or schemes only, and so improves stakeholder engagement and strategic oversight on delivery of the strategy itself. This is the recommended option.
4.	Consultation on proposal
4.1	The Cabinet Member for Transport and Environment has been consulted in the drafting of this plan. There has also been engagement with internal stakeholders such as public health who share some of the outcomes to be achieved by delivery of the Cycling Strategy objectives.
4.2	Public consultation on the draft Rotherham Cycling Strategy took place during the summer of 2021. Feedback from the consultation exercise was fed into the final, adopted strategy approved by Cabinet in January 2022.
4.3	Further consultation and engagement will be needed as the actions and investment programme underpinning the Cycling Strategy Delivery Plan and progressed. This will be carried out with reference to corporate and service guidance on consultation, communications and engagement, and will be tailored to reflect the needs of each programme or scheme.
5.	Timetable and Accountability for Implementing this Decision

5.1	Once approved this plan will be adopted by the Transport Infrastructure Service working with other internal and external partners for delivery of each element of the plan to the timescales indicated. Some items relate to routine programme delivery activity, for example cycle training, while others are specific, for example each scheme will have completion timeframes stated as part of the funding bid process. Changes needed to these timescales will be agreed within existing project governance arrangements in both the Council and SYMCA.
6.	Financial and Procurement Advice and Implications (to be written by the relevant Head of Finance and the Head of Procurement on behalf of s151 Officer)
6.1	There are no procurement implications in approving the delivery plan, however where there is a need to engage third party agencies to support the delivery of the plan, this must be undertaken in compliance with the Public Contracts Regulations 2015 (as amended) and the Council's own Financial and Procurement Procedure Rules.
6.2	There are no financial commitments being entered into by approving the Cycling Delivery Plan. The resources to produce the plan were found from approved budgets
7.	Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)
7.1	There are no specific legal implications associated with the adoption of the Cycling Delivery Plan. Some projects within the Delivery Plan will have legal implications and require legal assistance. For example, this may include contracts with third party suppliers, and the development of Traffic Regulation Orders.
8.	Human Resources Advice and Implications
8.1	There are no direct human resource implications arising from this report.
9.	Implications for Children and Young People and Vulnerable Adults
9.1	The promotion of cycling and provision of attractive conditions for cycling contribute to the Council's objectives for "thriving neighbourhoods" and "better health & wellbeing".
10.	Equalities and Human Rights Advice and Implications
10.1	Monitoring of demographics reported in response to the consultation for the Rotherham Cycling Strategy highlighted a low response rate from some groups with protected characteristics. These findings will inform consultation as schemes are developed to ensure the needs of all are taken into account.

10.2	When the delivery plan is formally adopted by the service it will result in infrastructure schemes being delivered and programmes of activity (education and safety training for example) being commissioned. It is proposed that all schemes will receive an Equality Screening and, where deemed necessary, will progress to a full Equality Assessment. This will ensure all schemes are designed and constructed to take account of the needs of all road users.
11.	Implications for CO2 Emissions and Climate Change
11.1	The Rotherham Cycling Strategy together with this delivery plan provides the authority with a sound basis on which to develop and deliver a safe network of on road and off-road routes to facilitate an uptake in cycling. Were it implemented fully, it is estimated that the strategy could deliver a saving in carbon emissions from cars of up to 4% (based on 2018 levels).
11.2	Achieving those savings will be dependent on regional and national authorities providing the Borough with sufficient funding, and sufficient freedom to deliver on the most proven and successful approaches for cycling infrastructure. It should be noted that the level of carbon saving associated with active travel in the national Transport Decarbonisation Carbon, and statements in respect of length of cycleways to be provided nationally in the Government's Net Zero Strategy, are both around an order of magnitude less than might be expected of the approach taken in the Rotherham Cycling Strategy, suggesting there may be challenges in securing adequate funding.
11.3	Construction of cycling infrastructure will generate additional carbon emissions. Based on the International Energy Authority's analysis, these could be expected to amount to less than 5% of the savings of emissions from cars in the best-case scenario.
11.4	Cycling plays only a small role in reducing car mileage and emissions. It may be able to contribute a wider role if aligned to policies of localisation (i.e. reducing demand for travel) and reduced car ownership (i.e. reducing need or desire for second cars could ease the task of electrifying the car fleet). However, it is important that providing for cycling does not detract from messaging and action on long and medium distance car travel which is disproportionately responsible for generating emissions - ~90% of car emissions in the Borough are generated on trips longer than 5 miles, and ~72% are generated on trips longer than 10 miles.
12.	Implications for Partners
12.1	A range of partner organisations exist on the subject of Active Travel such as cycling interest groups and associations, Parish/Town Councils with an interest in improving their local environment, educational establishments, as well as disability groups who wish to see the interests of their members accommodated in schemes affecting the highway and wider public realm.

12.2	These groups have been engaged as part of the public consultation process and their responses have been acknowledged as part of the findings contained in the attached report at Appendix 2.
13.	Risks and Mitigation
13.1	A risk management register is part of the project management process to deliver the above schemes. Each risk management register reflects the dynamic nature of scheme delivery, capturing and managing known and emerging risks. For major scheme bids this results in a Quantified Risk Assessment (QRA) contained within each business case. In addition to this the service maintains a corporate risk register as part of the RMBC corporate risk management approach.
13.2	Further reports on risks and mitigation will be required as the strategy is delivered across the borough.
14.	Accountable Officers
	Andrew Moss, Interim Head of Transport Infrastructure

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	Date
Chief Executive	Sharon Kemp	Click here to enter a date.
Strategic Director of Finance & Customer Services (S.151 Officer)	Named officer	Click here to enter a date.
Head of Legal Services (Monitoring Officer)	Named officer	Click here to enter a date.

Report Author: Andrew Moss, Interim Head, Transportation Infrastructure Service

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This report is published on the Council's [website](#).

