

My ref: SD/LHI/2015-16
Your ref:
Date: Monday 2nd June 2014
Please ask for: Steve Dighton
Telephone: 0345 045 5212
E Mail: local.projects@cambridgeshire.gov.uk



Economy, Transport and Environment
Executive Director, Graham Hughes

Local Infrastructure & Street Management
Box ET1029
Stirling Way
Witchford
Ely
CB6 3NR

Dear Sir or Madam

Local Highway Improvement Initiative 2015/16

The County Council is keen to work with local communities to help deliver local improvements to their highways and streets. We now wish to invite community groups to submit a proposal for funding from our Local Highway Improvement Initiative, subject to funding being approved for 2015/16.

Schemes will be jointly funded by the County Council and the applicant. Applicants can seek up to a maximum of £10,000 from the County Council as a contribution to their scheme. This could include minor improvements for as little as £500. The applicant is expected to provide a minimum contribution towards each project of at least 10% of the scheme cost.

Requests for schemes can come from any local community groups. Projects could involve any highway measure or improvement that is considered to offer benefit to the local community. The applicant will be invited to attend the Panel Meeting to support their application, highlighting the benefits that it may provide. Please circulate this information to any groups in your community that you think may be interested in this initiative.

Due to the popularity of this initiative one application per applicant will be assessed. Applications will be assessed and prioritised by a panel of elected Members, comprising of local County Councillors from within each district council area. The Member panel will prioritise proposals based on the information provided by the applicants, with a maximum of three pages of supporting documentation.

Continued...



County Council officers will provide advice on issues such as safety implications and deliverability in order for each panel to prioritise the applications.

Long-term maintenance of schemes will normally be the responsibility of the County Council, provided that the scheme is built to normal County Council standards. However, we recognise that communities sometimes want to implement a higher standard of design, such as incorporating special materials or features to enhance the local environment. We are happy to work with applicants who wish to adopt this approach, provided that they are prepared to take responsibility for the additional maintenance liability.

The Member panels will need to reflect on any implications of adopting a higher design standard. If a scheme involves on-going operating costs such as power supplies or regular safety maintenance inspections for any highway equipment, the applicant would also be required to meet these costs.

The Member panels will meet in October/November 2014; applicants have the opportunity to present their proposals. We will confirm the panel dates, times and locations in due course.

Your application should be made on the attached form and returned, preferably, by email to **local.projects@cambridgeshire.gov.uk**

Applications submitted by post should be returned to the address shown at the top of this letter.

The deadline for submission of application is **Friday 12th September 2014**.

Yours faithfully



Steve Dighton
Service Manager

Local Projects
Local Infrastructure and Street Management

Applications for Funds for Local Highway Improvements

What Funding Is Available?

Cambridgeshire County Council is making a budget available for applications from local communities who would like to take a shared approach to providing small projects to improve their local highways and streets.

This approach gives local people a real influence over highway improvements in their community.

Successful projects will be those that will provide improvements considered to offer benefit to the local community. For example, better signing and road markings, pedestrian improvements, parking controls or dropped crossing points.

Who Can Apply for the Funding?

All community groups and charities are eligible to apply for the funding.

How Do I Apply For The Funding?

You can apply using the application form attached.

Applications should be submitted by no later than Friday 12th September 2014. Applicants can seek up to a maximum £10,000 as a contribution to their projects, which could include highway improvements for as little as £500. The expectation is that the applicant will provide at least 10% or more of the overall cost of their project. Where an applicant is able to offer a greater percentage contribution the bid will be looked upon more favorably.

We ask applicants to identify the objective of their bid e.g. to reduce traffic speeds or assist pedestrians and applicants can indicate a preference for a particular type of solution however, it should be noted that until detailed work is carried out, no guarantee can be given to the deliverability of their preferred solution. The attached guide gives an indication of typical costs of various highway improvements.

County Council officers will provide advice on issues such as safety and deliverability in order for each panel to prioritise each application.

Applicants should demonstrate that there is support for the scheme from local people. The panels will take into account the views of local Parish Councils and District Councillors as appropriate, before making recommendations on allocating the funding.

Things To Consider When Applying

Where improvements are constructed to County Council standards, long-term maintenance will become the responsibility of the County Council.

However, any on-going running costs – such as electricity for street lights or regular routine safety equipment maintenance inspections – will need to be met by the applying group.

We recognise that communities may want to adopt a higher standard of design, such as incorporating special materials or features to enhance the local environment.

We are happy to work with applicants who wish to adopt this approach, provided they are prepared to take responsibility for the additional maintenance liability. The Member panels will be asked to reflect on any implications of adopting a higher design standard.

Further Help

Your Area Highways Team are always available to advise on any aspect of this initiative on 0345 045 5212.

Please return your application to:

local.projects@cambridgeshire.gov.uk



Local Highway Improvement Initiative Funding Application Form

Please complete all sections of this form.

Please note failure to provide adequate information may result in your proposal being discounted, or further information being sought.

Applying Organisation:
Contact Name:
Address:

Email:
Telephone:

Location of Proposal:

Objectives of Proposal: What would you like to address? What would you like to achieve? (e.g. Speed control, new footway, parking restrictions etc).

Panels will score each of the proposals received against the following aims of the LHI initiative:

1) Persistent Problems:

The degree to which ongoing difficulties are addressed

2) Road Safety:

The degree to which a proposal could reduce hazards or improve road safety

3) Community Improvement: (social or economic)

The degree to which a proposal addresses something felt to be very important locally.

Each of these aims will be scored in the following way:

Aims 1 - 3

Score 0: **Fails** to deliver any improvement

Score 1-3: Delivers **few** of the aims of the LHI initiative

Score 4-6: Delivers **some** of the aims of the LHI initiative

Score 7-9: Delivers a **substantial** improvement

Please outline how your proposal fulfills the LHI Initiative aims.

Persistent Problems: e.g. regular speeding in a community or provide parking area

Road Safety: e.g. improving crossing facilities for pedestrians

Community Improvement: e.g. new streetlight or disabled parking spaces

Please attach additional information in support of your application e.g. plans, correspondence. (Maximum of 3 pages)

Financial Contribution:

Can you confirm that you understand that you will be asked to contribute at least 10% of the cost of the scheme.

Yes/No

Please note that unless you are able to contribute 10% of the costs your proposal **will not** be assessed.

The estimated cost of your project: £_____ (see indicative costs)

Thank you for taking the time to submit your proposal.

Local Highway Initiative - Indicative Costs

Last updated 15 October 2012

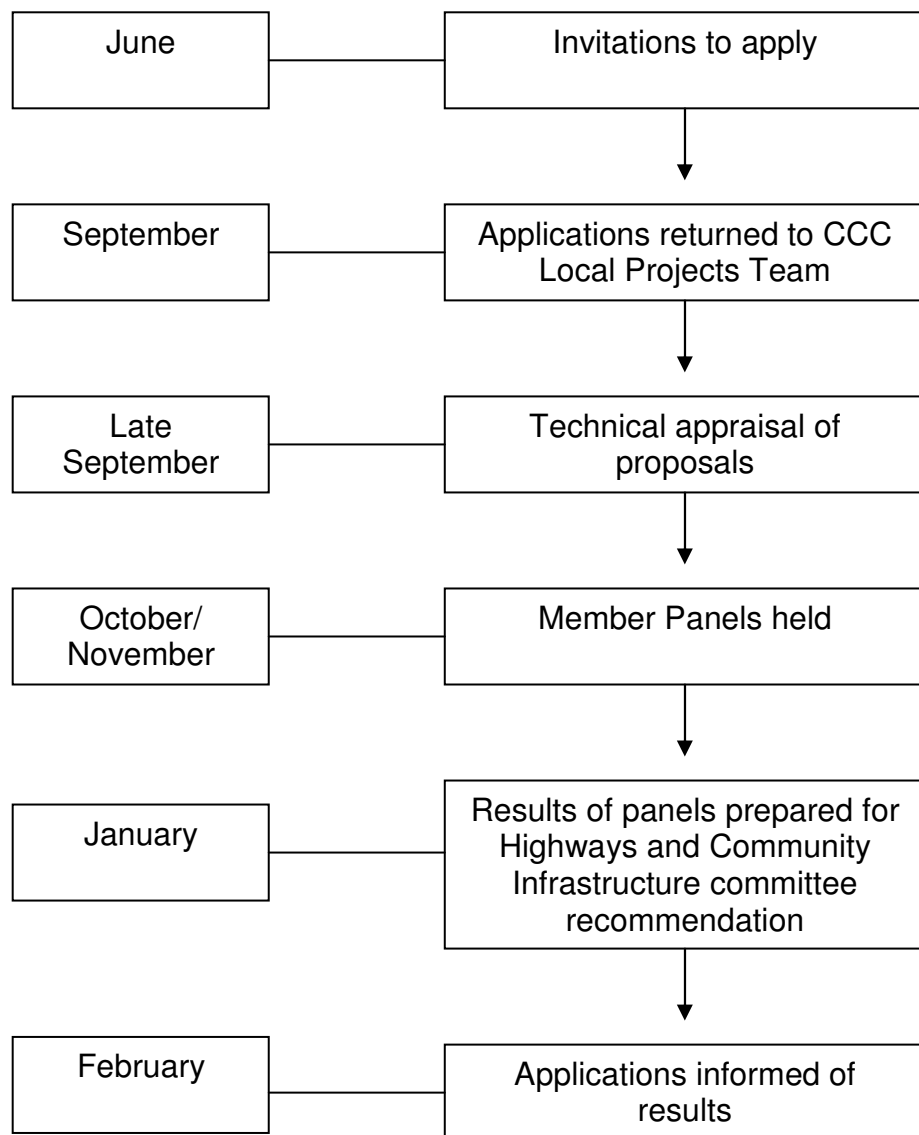
Feature	Indicative Cost	Comment
Traffic calming measures - street lighting may be recommended or required, which may significantly increase cost where existing provision is deemed inadequate		
Raised crossing point (6.5m carriageway, 3m plateau)	£10,000-£12,000	Assumes no additional street lighting required.
Pair of asphalt speed cushions	£5,000	Assumes no additional street lighting required, no kerb build outs.
Speed cushion scheme (4x pairs)	£17,250	
Raised junction table	£15,000-£20,000	Assumes no additional lighting required.
Priority give way traffic island (1.5m wide, including cycle bypass)	£5,000	Priority sign requires illumination where <50m from a lighting column, (cost increase). speed cushion in running lane +£2,000. Assumes no additional street lighting required.
Pedestrian refuge/traffic island (2m wide, 4m long)	£5,000	Assumes new tactile paving on both sides of carriageway but does not include illumination.
Carriageway build outs (1m wide)	£2,000-£3,000	
Mini roundabout	£35,000	Indicative, may vary significantly dependent on changes required to adjoining road alignments. Additional street lighting may be required.
Others		
Interactive flashing sign	min £4500	Per sign, not including UK Power Networks electrical connection.
Zebra crossing	£15,000 - £25,000	Additional lighting required may increase cost significantly.
Puffin/toucan crossing	£50,000-£100,000	Higher cost if wide road necessitates traffic island. Additional lighting required may increase cost significantly.
Traffic warning/regulatory signs	£400	Assumes sign & supplementary. Plate on 1x new post
Directional signs	£500-£1200	Dependent on size of sign & posts required.
Signal controlled junction	£100,000-£400,000	Dependent on number of approaches, street lighting requirements etc.
Footway (50m length, 2m width)	£9,000-£12,000	Dependent on kerb/edging and drainage requirements.
Pedestrian barriers	£250	Price per 2m panel length.
Street lighting	£2,000	Per lighting column, including connection (dependent on location of nearest UK Power Networks service, extra cabling can increase cost).
Change/extension of speed limit (inclusive of traffic regulation order costs)	£2,500-£5,000	Dependent on number of signs required, based on length of speed limit proposed and number of adjoining junctions and lighting requirements for signs. New terminal signs on a trunk/principal road must be illuminated, this will increase cost.
Parking/waiting restrictions	£1200 - £3,000	Sign requirements are dependent on type of restriction and may increase cost.
Install new kerbing (per 20m length)	£650	For replacement of existing add £250 per 20m length for removal/disposal of existing
New drainage gully	£700	Includes connection to an existing drain
Pedestrian crossing point	£1,500	Includes tactile paving, assumes no central island required.
Install new bollard	£400	Approx. per bollard, dependent on bollard type.
30mph road marking roundel	£100	

Please Note: These are indicative costs only. Until detailed design work is carried out, no guarantee can be given as to the deliverability of the project.

Local Highway Improvement Initiative 2015/16

Time Line

Process



May 2014

Cambridgeshire County Council
Local Highway Improvement Initiative

RURAL HOUSING POLICY REVIEW ■ Questionnaire for Parish Councils

Thank you for taking the time to complete this questionnaire.

This survey will form a key part of the evidence base for the Rural Housing Policy Review Group, which is exploring what has happened to the delivery of rural affordable housing since the reports published 2005 to 2008, including Lord Taylor's *Living Working Countryside*. These questions are specifically for Parish Councils. From the replies we are hoping to gain an insight into the factors that encourage and discourage Parish Councils from supporting the delivery of affordable housing in their village.

Completing the questionnaire

The questionnaire is in three parts

Section One	For everyone to complete
Section Two	For those of you who have supported rural affordable housing in your village, including those that have a scheme and those of you who have tried but not yet succeeded
Section Three	For those of you who do not want affordable housing in your village

Most of the questions are phrased as Yes/No or multiple choice. Please indicate your response with an 'X' next to the answer that accords with your experience.

In a few cases a short text answer is required. This can be typed on to the survey form.

It only takes 10 minutes to complete.

Submitting your questionnaire

Please return your completed form to Jo.Lavis64@gmail.com

By **Friday 25th July**

Section 1: About your Parish Council

1.1 Name of Parish Council	Bourn Parish Council
In which local authority are you located	South Cambridgeshire District Council
What is the population of your Parish	1764

1.2 Which role(s) do the people completing this questionnaire have within this organisation?

Parish Council Clerk	
Parish Councillor	x
Other, please state job titles below	

1.3 What has been your involvement with affordable housing over the last ten years

We have supported and gained an affordable housing scheme – Please go to Section 2	x
We would like affordable housing, but have not managed to have a scheme built – Please go to Section 2	
We do not want affordable housing – Please go to Section 3	

RURAL HOUSING POLICY REVIEW ■ Questionnaire for Parish Councils

Section 2:

This section is for those of you who have supported or are supporting an affordable housing scheme in your village

2.1 What were/are your reasons for wanting affordable housing in your community?

Mark all that apply

We knew there were people in our community who needed but could not find a home they could afford.	x
We felt that more affordable homes were needed if our community was to thrive.	
We knew of a site where it might be possible to provide affordable housing.	x
We already have a scheme which has been successful and we wanted more affordable homes.	x
We wanted to make sure that a site in the Local Plan includes affordable housing for local people.	
We knew there were people in our community who needed but could not find a home they could afford.	x
Other reason – please state briefly why	

2.2 What action have you taken to support the delivery of rural affordable housing in your community?

Mark all that apply

Took part/helped with a local housing needs survey	x
Helped find a suitable site	x
Actively promoted the need to provide affordable housing amongst the residents	
Actively promoted a specific scheme amongst residents	

2.3 Please could you rate the support you have received in your pursuit of your affordable housing scheme from the following organisations/people

Please score 1 -5 where 1 = very helpful & 5 = obstructive – you can give different organisations/people the same score.

Local authority housing officer	
Local authority planning officer	2
Our District/Borough Councillor	
Rural Housing Enabler (RHE)	
Housing Association staff	
Other – please state who Landowner	1

RURAL HOUSING POLICY REVIEW ■ Questionnaire for Parish Councils

2.4 If you have supported a scheme, but have so far not been successful please could you indicate the main reasons for a scheme not progressing

Mark all that apply

There is no need evidence of need for affordable housing in the village	
We cannot find a site	
The housing association cannot secure funding	
There is considerable opposition from some members of the community	
The planning application was refused or was withdrawn because it was not supported by local authority planning officers	
The planning application was refused or withdrawn because it was not supported by District/Borough councillors	
Other reason – please state briefly why	x
We are currently negotiating with landowner and local district council to ensure the scheme works in our community.	

2.5 Please could you give up to five factors that have inspired your Parish Council or maintained your confidence and willingness to support an affordable housing scheme?

One affordable housing scheme was constructed on a site which the Parish Council feel is too far out of the main part of the village. We are currently in negotiations to build about 11 houses on a much more central site. This site would allow residents to walk to the village amenities e.g. Village shop, café.

RURAL HOUSING POLICY REVIEW ■ Questionnaire for Parish Councils

Section Three

This section is for those of you who have not/do not want affordable housing in your village?

3.1 Why do you not want affordable housing in your community?

Mark all that apply

There is no need for affordable housing	
We do not think our village would benefit from having new affordable housing	
We do not want any new housing in our village	
There are no suitable sites	
It would spoil the character of the village	
We do not know who can help us to find out more and guide us through the process	
We tried before and it was too difficult	
The homes would be sold and then become unaffordable	
We cannot be sure that people who are connected to the village would live there	
An affordable housing scheme we have has not provided homes for local people	
An affordable housing scheme we have has not been successful – please state briefly why	

3.2 What might encourage you to consider supporting an affordable housing in your village

Mark all that apply

a) If there was a proven housing need	
b) If we had better information on what would be provided and who would live there	
c) If we had support/advice from an independent person who would guide us and help us become involved	
d) If we were involved from the outset	
e) If we had more say in the location and design of the homes	
f) If we could join with an adjoining Parish and have a joint scheme	
g) If we had more support from the local authority	
If we could work with a housing association we trusted	
Other – <i>please state</i>	

Thank you very much for taking part, your answers will be collated into a report that will be a major part of the evidence base for the Rural Housing Policy Review.

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