

TRANSPORT PROGRAMME ENTRY USER GUIDE

HARROW COUNCIL

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1. INTRODUCTION

The Harrow Transport Programme Entry Guidance explains the policy background, rationale and funding limitations that have led to the introduction of Programme Entry in the transport works prioritisation process in the borough. This document is primarily for internal use by officers undertaking service request assessments and explains how Programme Entry should be put into practice.

The User Guide information provided in this document gives information about the operational assessment process and the programme development process. The operational assessment is used to develop ranking lists for each area of assessment. These ranking lists are fluid and will change as new works are recommended, assessed and schemes of increased priority are considered to be of greater priority.

2. REQUESTS FOR WORKS

Councillors, MPs, emergency services, vulnerable road users, residents, businesses, schools, other external organisations, service providers, Council departments and officers all put forward suggestions and ideas for new works to be introduced.

All these recommendations need to be assessed and a priority ranking list developed before any scheme can be considered for implementation. This is done through a stage process of assessment for each work type.

3. DEVELOPING RANKING LISTS

The assessment of service requests is undertaken by selecting the most appropriate work category and applying the relevant assessment criteria for the work category. In the event that more than one work category can apply an assessment should be undertaken on each work category and the higher classified assessment used. The request can then be assigned to that work category ranking list.

The ranking list priorities will be regularly updated as new assessments are added so that the highest priorities can always be determined. The lists will also provide historical data about previous or similar requests to ensure that consistent assessments can be made and to provide evidence to justify the decisions made and the priorities selected. It is likely that similar or repeat requests will be received on specific issues and making reference to the list can help to avoid any duplication and inconsistencies.

Each case to be assessed will be considered against all of the factors for the relevant work type and a technical judgement made about the relative priority and position on the ranking list.

Planned work categories will also have a strategic weighting assessment as well as the operational assessment. This allows the strategic fit for planned works to be tested against the LIP policies and objectives and corporate priorities.

4. ASSESSMENT – stage one

On receipt of any recommendation for new works, the following should first be considered:

Decision	Action
Does proposed work conform to existing policy?	If the answer to this is no then the proposal is not taken any further and no action is required
Is the work already included in the existing works programme?	If the answer to this is yes , then no action is required
Can the proposed work be easily included within the existing works programme with only minor changes to existing budgets?	If the answer to this is yes , then the existing programme should be amended to include the proposed works
Should the proposed work be considered for addition to the programme?	If yes , then proceed to assessment stage two

5. ASSESSMENT - stage two – work type classification

In stage two, the type of work, whether planned or reactive needs to be considered. Reactive works are defined as individual elements of work of a minor nature (generally less than £5,000) that can often be done within the immediate year of consideration.

The work category should be chosen from the list below. If the proposed work falls within more than one category then categorise it with in the work type that scores highest.

Ref:	Reactive work programmes:	Ref:	Planned work programmes:
R-PRK	Minor localised parking issues	P-PRK	Area parking management schemes
R-TRF	Minor localised traffic safety and speed issues	P-SPD	Area speed control schemes
R-PED	Local pedestrian access issues	P-ACC	Accident remedial schemes
R-VEH	Local vehicular access issues	P-ROW	Rights of way improvements
		P-CYC	Cycle route schemes
		P-CYP	Cycle parking schemes
		P-WLK	Walking schemes
		P-BUS	Bus priority schemes
		P-BSA	Bus stop accessibility schemes
		P-CON	Traffic congestion schemes
		P-FRE	Freight management schemes

6. ASSESSMENT - stage three – operational assessments

Each work type has a unique method of assessment. This is to ensure that decisions made can be justified and have been considered against the same relevant parameters. The following sections provide details of all the specific operational assessment criteria and scores to be used.

R-PRK MINOR LOCALISED PARKING ISSUES

What typical issues are addressed?	These are localised issues with access or safety caused by inappropriate or obstructive parking, particularly concerns raised by the emergency services or the council's waste collection services with obstruction to essential vehicular access.
What types of projects are introduced?	The typical measures undertaken include waiting restrictions, loading restrictions and amendments to controlled parking bays.
How are projects funded?	Projects are funded from an annual Harrow Capital allocation for the parking management programme.
How are projects selected?	Each case is assessed against the criteria (shown below) to assess the level of priority. A ranking list is developed based on these assessments and used as the basis for planning works.
How are projects planned and programmed for delivery?	This is a reactive programme of work undertaken as a part of the local safety parking schemes (LSPS) programme. A batch of the highest priority projects from the ranking list is undertaken every 3-6 months to ensure the most cost effective and efficient method of delivery. Where practical these may be batched into common locations where there may be a cumulative impact. Projects are subject to public consultation / statutory consultation and may or may not proceed subject to the outcome of consultation.
What monitoring is undertaken?	Before and after site surveys are undertaken to monitor the impact of the measures as well as engagement with key stakeholders (emergency services / waste collection services).

Assessment factors:	Criteria	Score
1 Stakeholders	Emergency services	5
	Councillor / School / MP/ Vulnerable road user /	3
	Service provider / Planning / Petition of 30+ people	1
	Resident / Business	1
2 Traffic accidents and speed (most recent 36 months accidents data and 85 th percentile speeds)	>2 accidents and /or speeds > 36mph	5
	Up to 2 accidents and / or medium speeds 31-36 mph	3
	0 accidents and / or low speeds <30mph	1
3 Vehicle flows (average vehicles per day)	High flow >10000vpd	5
	Moderate flow - 5000-10000vpd	3
	Low flow - < 5000vpd	1
4 Pedestrian flows	High flow (Major shopping area, stations, schools, hospital, etc)	5
	Moderate flow (local shops and businesses, industrial areas, etc)	3
	Low flow (residential only)	1
5 Accessibility and visibility (2 visits - one daytime / one evening after 7pm)	Continuous obstruction by parked vehicles or, continuously obstructed visibility	5
	Frequent obstruction by parked vehicles or, frequently restricted visibility	3
	No access or vision problems evident or, occasional instances of restricted visibility	1
6 Other local factors	Issue affects vulnerable road users (e.g. disability groups, visually / mobility impaired)	5
	Bus Route and/or cycle route present	3
	Narrow road width < 5.5m (two way traffic)	1
Maximum score possible		30

R-TRF	MINOR LOCALISED TRAFFIC SAFETY ISSUES
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What typical issues are addressed?	These are localised issues with safety or reported near miss accidents caused by traffic conditions and the design / condition of the highway, typically where the location does not have a history of accidents.
What types of projects are introduced?	The typical measures undertaken include road markings, traffic signing, anti-skid surfacing and speed activated message signs.
How are projects funded?	Projects are either funded from revenue budget allocations for reactive highway works or included within capital projects where the works are within the locality or scope of that project.
How are projects selected?	Each case is assessed against the criteria (shown below) to assess the level of priority. A ranking list is developed based on these assessments and used as the basis for planning works.
How are projects planned and programmed for delivery?	This is a reactive programme of work undertaken where the highest priority projects from the ranking list are taken forward based on the available in year budget.
What monitoring is undertaken?	Before and after site surveys are undertaken to monitor the impact of the measures such as speed surveys for example. The borough shares recorded speed survey data with the Police at quarterly traffic liaison meetings so they can decide whether they should target their resources in that area.

Assessment factors:	Criteria	Score
1 Stakeholders	Emergency Services / Local authority services	5
	Councillor / School / MP/ Vulnerable road user / Service provider / Planning / Petition of 30+ people	3
	Resident / Business	1
2 Traffic accidents (most recent 36 months accidents data)	3+ accidents in a cluster or, 1+ accidents involving a motorcycle, cycle or pedestrian in a cluster	5
	2 – 3 accidents in a cluster or 1 accident involving a motorcycle, cycle or pedestrian	3
	0 – 1 accident	1
3 Traffic speeds (85 th percentile speeds)	36+ mph	5
	30 -35 mph	3
	<30 mph	1
4 Vehicle flows (average vehicles per day)	High flow >10000vpd	5
	Moderate flow - 5000-10000vpd	3
	Low flow - < 5000vpd	1
5 Pedestrian flows	High flow (Major shopping area, stations, schools, hospital, etc)	5
	Moderate flow (local shops and businesses, industrial areas, etc)	3
	Low flow (residential only)	1
6 Other local factors	Issue affects vulnerable road users (e.g. disability groups, visually / mobility impaired)	5
	Bus Route and/or cycle route present	3
	Narrow road width < 5.5m (two way traffic)	1
Maximum score possible		30

R-PED	LOCAL PEDESTRIAN ACCESS ISSUES
What typical issues are addressed?	These are localised physical barriers to pedestrian access on desire lines, particularly for the disabled, such as high kerbs for wheelchair users or poor accessibility on rights of way.
What types of projects are introduced?	The typical measures undertaken include the provision of lowered kerbs at controlled / uncontrolled pedestrian crossing points and replacing stiles with kissing gates on rights of way.
How are projects funded?	Projects are either funded from revenue budget allocations for reactive highway works or included within capital projects where the works are within the locality or scope of that project.
How are projects selected?	Each case is assessed against the criteria (shown below) to assess the level of priority. A ranking list is developed based on these assessments and used as the basis for planning works.
How are projects planned and programmed for delivery?	This is a reactive programme of work undertaken where the highest priority projects from the ranking list are taken forward based on the available in year budget.
What monitoring is undertaken?	Before and after site surveys are undertaken to monitor the impact of the measures such as pedestrian surveys for example.

Assessment factors:	Criteria	Score
1 Stakeholders	Emergency Services / Local authority services	5
	Councillor / School / MP/ Vulnerable road user	3
	/ Service provider / Planning / Petition of 30+ people	
	Resident / Business	1
2 Barriers to access	Significant barriers to use of the route by mobility / vision impaired users	5
	Moderate barriers to use of the route by mobility / vision impaired users	3
	No barriers to use of the route by mobility / vision impaired users	1
3 Pedestrian flows	High flow (Major shopping area, stations, schools, hospital, etc)	5
	Moderate flow (local shops and businesses, industrial areas, etc)	3
	Low flow (residential only)	1
4 Local traffic generators	4+ land uses in the vicinity	5
Traffic generation impact from the following land uses within 300m of the locality:	2 – 3 land uses in the vicinity	3
<ul style="list-style-type: none"> • separate pre-school facilities • separate playgrounds • sheltered housing schemes • nursing homes • hospitals • park entrances and sports facilities • organised disabled persons accommodation or facilities • places of worship • community centres 	0 – 1 land uses in the vicinity	1
Maximum score possible		20

R-VEH	LOCAL VEHICULAR ACCESS ISSUES
What typical issues are addressed?	These are localised issues for premises adjoining the highway at vehicular access points where parking controls are not in place and are unlikely to be provided.
What types of projects are introduced?	The typical measures undertaken include the provision of Vehicle access road markings (H-bar) advisory markings.
How are projects funded?	Works are funded from revenue budget allocations for reactive highway works or included within capital projects where the works are within the locality or scope of that project.
How are projects selected?	Each case is assessed against the criteria (shown below) to assess the level of priority. A ranking list is developed based on these assessments and used as the basis for planning works.
How are projects planned and programmed for delivery?	This is a reactive programme of work undertaken where the highest priority projects from the ranking list are taken forward based on the available in year budget.
What monitoring is undertaken?	Before and after site surveys are undertaken to monitor the impact of the measures.

Assessment factors:	Criteria	Score
1 Blue badge holders (mobility assessment)	>2 blue badge holders served served by the vehicular access	5
	1 - 2 blue badge holders served by the vehicular access	3
	No blue badge holders / no parking space available	1
2 Number of premises served	>9 premises served by the vehicular access	5
	5 - 9 premises served by the vehicular access	3
	1 - 4 premises served by the vehicular access	1
Maximum score possible		10

P-PRK	AREA PARKING MANAGEMENT SCHEMES
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What typical issues are addressed?	Areas of high parking demand like commercial centres or around stations may attract many requests for changes to parking controls covering a wide range of issues from obstruction to lack of residential or commercial parking access. These projects are predominantly driven by customer demand rather than purely by policy and programme objectives.
What types of projects are introduced?	The typical measures undertaken include controlled parking zones using permits, pay and display and waiting / loading restrictions.
How are projects funded?	Projects are funded from an annual Harrow Capital allocation for the parking management programme.
How are projects selected?	Each case is assessed against the criteria (shown below) to assess the level of priority. A ranking list is developed based on these assessments and used as the basis for planning works. Roads should be assessed individually. Longer roads can be split up into sections where there are different influences on parking trends.
How are projects planned and programmed for delivery?	This is a planned programme of work undertaken as a part of the parking management programme. The list of prioritised sites is reviewed annually and submitted to TARSAP in February for consideration by members as the following year's programme. CPZs take typically 18 months to develop and implement and Will usually span financial years. Projects are subject to public consultation / statutory consultation and may or my not proceed subject to the outcome of consultation.
What monitoring is undertaken?	Before and after site surveys are undertaken to monitor the impact of the measures as well as engagement with key stakeholders (emergency services / waste collection services / members / public).

Assessment factors:	Criteria	Score
1 Stakeholders	Emergency Services / Local authority services Councillor / School / MP/ Vulnerable road user / Service provider / Planning / Petition of 30+ people Resident / Business	5 3 1
2 Parking demand Average amount of road space occupied (highlighted days/ times)	High (80 -100% occupancy) Medium (50 – 80% occupancy) Low (0 – 50% occupancy)	5 3 1
3 Parking displacement (external factors) Local factors causing additional parking pressures (within 300m walking distance): <ul style="list-style-type: none"> Implementation of a CPZ or other parking scheme Implementation of a residential / commercial development 	2 factors affecting displacement of parking 1 factors affecting displacement of parking 0 factors affecting displacement of parking	5 3 1
4 Service requests (annually) Number of similar requests at this location	51+ service requests 11 - 50 service requests 0 – 10 service requests	5 3 1
5 Current parking controls in force	No parking controls Parking controls in force (not reviewed recently, 3+ years) Parking controls are in force but recently reviewed (within last 3 years)	5 3 1
Maximum score possible		25

P-SPD	AREA SPEED CONTROL SCHEMES
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What typical issues are addressed?	Area speed control schemes, including 20mph zones, are introduced to encourage modal shift from the private car to sustainable modes such as walking and cycling by creating a safer environment for all road users. These measures are not introduced on the main road network to ensure they are effective and efficient.
What types of projects are introduced?	The typical measures undertaken include 20mph zones, speed limits and traffic calming measures.
How are projects funded?	Projects are funded from Transport for London external grant and are identified in the Local Implementation Plan (LIP) programme of investment.
How are projects selected?	Each case is assessed against the criteria (shown below) to assess the level of priority. A ranking list is developed based on these assessments and used as the basis for planning works.
How are projects planned and programmed for delivery?	This is a planned programme of work undertaken where the highest priority projects from the ranking list are taken forward annually within the scope of the LIP programme of investment and strategic fit with the LIP policies and Harrow's corporate priorities.
What monitoring is undertaken?	Before and after site surveys are undertaken to monitor the impact of the measures such as speed surveys for example. The borough shares recorded speed survey data with the Police at quarterly traffic liaison meetings so they can decide whether they should target their resources in that area.

Assessment factors:	Criteria	Score
1 Stakeholders	Emergency Services / Local authority services	5
	Councillor / School / MP/ Vulnerable road user /	3
	Service provider / Planning / Petition of 30+ people	1
	Resident / Business	1
2 Traffic accidents (most recent 36 months accidents data)	3+ KSI accidents in a cluster or, 1+ KSI accidents involving a motorcycle, cycle or pedestrian in a cluster	5
	2 – 3 KSI accidents in a cluster or 1 KSI accident involving a motorcycle, cycle or pedestrian	4
	3+ accidents in a cluster or, 1+ accidents involving a motorcycle, cycle or pedestrian in a cluster	3
	2 – 3 accidents in a cluster or 1 accident involving a motorcycle, cycle or pedestrian	2
	0 – 1 accident	1
3 Traffic speeds (85 th percentile speeds)	36+ mph	5
	30 -35 mph	3
	<30 mph	1
4 Local traffic generators Traffic generation impact from the following land uses within 300m of the locality:	4+ land uses in the vicinity	5
	2 – 3 land uses in the vicinity	3
	0 – 1 land uses in the vicinity	1
	<ul style="list-style-type: none"> separate pre-school facilities separate playgrounds sheltered housing schemes nursing homes hospitals park entrances and sports facilities organised disabled persons accommodation or facilities places of worship community centres 	

5	Number of schools in vicinity	2 schools	5
		1 school	3
		0 schools	1
6	Current restrictions in force	No speed control measures	5
		Low impact speed control measures (e.g. narrowings, signing)	3
		20mph zone / traffic calming measures	1
Maximum score possible			30

P-ACC	TRAFFIC ACCIDENT REMEDIAL SCHEMES
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What typical issues are addressed?	Accident remedial schemes are introduced to reduce the number of casualties from personal injury accidents and the borough considers all killed and serious injury (KSI) accidents over the latest 3 year period when looking to identify locations for remedial schemes.
What types of projects are introduced?	The typical measures undertaken include junction improvements, pedestrian crossings, mass action treatments (e.g. signing / surfacing) and traffic signals.
How are projects funded?	Projects are funded from Transport for London external grant and are identified in the Local Implementation Plan (LIP) programme of investment.
How are projects selected?	Each case is assessed against the criteria (shown below) to assess the level of priority. A ranking list is developed based on these assessments and used as the basis for planning works.
How are projects planned and programmed for delivery?	This is a planned programme of work undertaken where the highest priority projects from the ranking list are taken forward annually within the scope of the LIP programme of investment and strategic fit with the LIP policies and Harrow's corporate priorities.
What monitoring is undertaken?	Before and after site surveys are undertaken to monitor the impact of the measures such as speed surveys for example. The borough shares recorded speed survey data with the Police at quarterly traffic liaison meetings so they can decide whether they should target their resources in that area.

Assessment factors:	Criteria	Score
1 Stakeholders	Emergency Services / Local authority services	5
	Councillor / School / MP/ Vulnerable road user /	3
	Service provider / Planning / Petition of 30+ people	1
	Resident / Business	1
2 Traffic accidents (most recent 36 months accidents data)	3+ KSI accidents in a cluster or, 1+ KSI accidents involving a motorcycle, cycle or pedestrian in a cluster	5
	2 – 3 KSI accidents in a cluster or 1 KSI accident involving a motorcycle, cycle or pedestrian	4
	3+ accidents in a cluster or, 1+ accidents involving a motorcycle, cycle or pedestrian in a cluster	3
	2 – 3 accidents in a cluster or 1 accident involving a motorcycle, cycle or pedestrian	2
	0 – 1 accident	1
3 Traffic speeds (85 th percentile speeds)	36+ mph	5
	30 -35 mph	3
	<30 mph	1
4 Local traffic generators	4+ land uses in the vicinity	5
Traffic generation impact from the following land uses within 300m of the locality:	2 – 3 land uses in the vicinity	3
<ul style="list-style-type: none"> • separate pre-school facilities • separate playgrounds • sheltered housing schemes • nursing homes • hospitals • park entrances and sports facilities • organised disabled persons accommodation or facilities • places of worship • community centres 	0 – 1 land uses in the vicinity	1

5	Number of schools in vicinity	2 schools	5
		1 school	3
		0 schools	1
6	Current restrictions in force	No speed control measures	5
		Low impact speed control measures (e.g. narrowings, signing)	3
		20mph zone / traffic calming measures	1
Maximum score possible			30

P-ROW	RIGHTS OF WAY IMPROVEMENTS
What typical issues are addressed?	Rights of way in Harrow include footpaths, bridleways and byways. Most of these run through the borough's countryside, which is comprised of green belt, open spaces and parks. Issues include extending the rights of way network to include new routes and also improving the overall accessibility of the network to all users, particularly those with mobility difficulties. Annual surveys are also undertaken to review the condition of the infrastructure and identify remedial actions.
What types of projects are introduced?	The typical measures undertaken include way marking signage, handrails, seating along long routes, new rights of way and replacing stiles with kissing gates.
How are projects funded?	Projects are funded from Transport for London external grant and are identified in the Local Implementation Plan (LIP) programme of investment.
How are projects selected?	Each case is assessed against the criteria (shown below) to assess the level of priority. A ranking list is developed based on these assessments and used as the basis for planning works.
How are projects planned and programmed for delivery?	This is a planned programme of work undertaken where the highest priority projects from the ranking list are taken forward annually within the scope of the LIP programme of investment and strategic fit with the LIP policies and Harrow's corporate priorities.
What monitoring is undertaken?	Before and after site surveys are undertaken to monitor the impact of the measures such as pedestrian surveys for example.

Assessment factors:	Criteria	Score
1 Stakeholders	Pedestrian campaign groups / Emergency services	5
	Councillor / School / MP/ Vulnerable road user / Service provider / Planning / Petition of 30+ people	3
	Resident / Business / ROW users	1
2 Rights of Way Improvement Plan (ROWIP)	Issue is addressed in the ROWIP statement of action	5
	Issue is not addressed in the ROWIP statement of action	1
3 Infrastructure condition	Poor condition or no infrastructure in place	5
	Average condition	3
	Good condition	1
4 Connectivity (existing routes)	3+ adjoining routes within 50m	5
	2 – 3 adjoining routes within 50m	3
	0 – 1 adjoining routes within 50m	1
5 Service requests (annually)	5+ service requests	5
Number of similar requests at this location	2 - 5 service requests	3
	0 – 1 service requests	1
Maximum score possible		25

P-CYC	CYCLE ROUTE SCHEMES
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What typical issues are addressed?	For new cycle routes in the borough, it is important that they provide new links both to educational institutions and where appropriate through to other boroughs. It is also important that existing and new routes take account of road conditions, local topology and traffic speeds to minimise cycling accidents.
What types of projects are introduced?	The typical measures undertaken include junction improvements, cycle lanes and tracks, advance stop lines, signalised crossings and other crossing points.
How are projects funded?	Projects are funded from Transport for London external grant and are identified in the Local Implementation Plan (LIP) programme of investment.
How are projects selected?	Each case is assessed against the criteria (shown below) to assess the level of priority. A ranking list is developed based on these assessments and used as the basis for planning works.
How are projects planned and programmed for delivery?	This is a planned programme of work undertaken where the highest priority projects from the ranking list are taken forward annually within the scope of the LIP programme of investment and strategic fit with the LIP policies and Harrow's corporate priorities.
What monitoring is undertaken?	Before and after site surveys are undertaken to monitor the impact of the measures such as cycle surveys for example to monitor mode shift.

Assessment factors:	Criteria	Score
1 Stakeholders	Cycle campaign group / Emergency services	5
	Councillor / School / MP/ Vulnerable road user /	3
	Service provider / Planning / Petition of 30+ people	1
	Resident / Business / Cyclist	1
2 Cycle accidents	3+ accidents	5
(most recent 36 months accidents data in a cluster or along a route)	2 – 3 accidents	3
	0 – 1 accident	1
3 Traffic speeds	>+10 mph difference	5
(85 th percentile speeds, difference between traffic and cycle speeds)	+6 to +10 mph difference	3
	0 to +5 mph difference	1
4 Physical barriers to cycling	2 or more significant barriers	5
Features which create difficulties to continuing along a route, (main road, watercourse, railway, open space, etc.)	1 significant barrier	3
	No barriers	1
5 Connectivity	4+ number of places connected by route	5
Connections for cyclists to the following locations along the route:	2 – 3 number of places connected by route	3
<ul style="list-style-type: none"> • underground or train station • shopping centre • supermarkets • hospitals • health centres • library • parks and sports facilities • leisure an entertainment centres • places of worship • community centres 	0 – 1 number of places connected by route	1
6 Volume of cyclists	High volume (>200 cycles / day)	5
Typical weekday flow	Medium volume (>50 and <200 cycles / day)	3
	Low volume (<50 cycles / day)	1
Maximum score possible		30

P-CYP	CYCLE PARKING SCHEMES
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What typical issues are addressed?	The provision of safe and secure cycle parking facilities is important to promoting cycling as a sustainable transport mode. In general cycle parking is located in a way that avoids disruption to pedestrians, shoppers carrying goods and people with mobility difficulties and is in a location that is visible to passers to limit the potential for theft and damage of bikes and especially where they are likely to be well used.
What types of projects are introduced?	The typical measures undertaken include secure cycle stands, cycle sheds on the public highway.
How are projects funded?	Projects are funded from Transport for London external grant and are identified in the Local Implementation Plan (LIP) programme of investment.
How are projects selected?	Each case is assessed against the criteria (shown below) to assess the level of priority. A ranking list is developed based on these assessments and used as the basis for planning works.
How are projects planned and programmed for delivery?	This is a planned programme of work undertaken where the highest priority projects from the ranking list are taken forward annually within the scope of the LIP programme of investment and strategic fit with the LIP policies and Harrow's corporate priorities.
What monitoring is undertaken?	Before and after site surveys are undertaken to monitor the impact of the measures such as cycle occupancy for example to monitor mode shift.

Assessment factors:	Criteria	Score
1 Stakeholders	Cycle campaign group / Emergency services	5
	Councillor / School / MP/ Vulnerable road user /	3
	Service provider / Planning / Petition of 30+ people	
	Resident / Business / Cyclist	1
2 Proximity to commercial centre (As classified in LDF)	Major / Metropolitan centre amenities	5
	Local / district centre amenities	3
	Not within a centre	1
3 Local amenities served	4+ amenities within 300m	5
Proximity of places in the location:	2 – 3 amenities within 300m	3
• underground or train station	0 – 1 amenities within 300m	1
• shopping centre		
• shopping centre		
• supermarkets		
• hospitals		
• health centres		
• library		
• parks and sports facilities		
• leisure an entertainment centres		
• places of worship		
• community centres		
4 Transport connections	Cycle, Bus and Rail connections	5
	Cycle route connections	3
	No connectivity	1
5 Cycle parking demand	High demand (>100 cycles)	5
Current cycle parking conditions	Medium demand (>25 and <100 cycles)	3
	Low demand (<25 cycles)	1
6 Cycle parking facilities	Low provision (0 – 25 no.)	5
Existing cycle parking provision	Medium provision (26 – 99 no.)	3
	High provision (100+ no.)	1
Maximum score possible		30

P-WLK	WALKING SCHEMES
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What typical issues are addressed?	Most journeys will involve walking to a lesser or greater degree at some point. Walking improvements are targeted at removing any barriers to walking and aim to provide easy and safe access to local amenities and facilities within communities, particularly access for people with mobility impairment. These measures support the use of other sustainable transport modes.
What types of projects are introduced?	The typical measures undertaken include pedestrian crossings, controlled crossings, signal pedestrian phases, pedestrian route signing as well as the introduction of new pedestrian routes and links.
How are projects funded?	Projects are funded from Transport for London external grant and are identified in the Local Implementation Plan (LIP) programme of investment.
How are projects selected?	Each case is assessed against the criteria (shown below) to assess the level of priority. A ranking list is developed based on these assessments and used as the basis for planning works.
How are projects planned and programmed for delivery?	This is a planned programme of work undertaken where the highest priority projects from the ranking list are taken forward annually within the scope of the LIP programme of investment and strategic fit with the LIP policies and Harrow's corporate priorities.
What monitoring is undertaken?	Before and after site surveys are undertaken to monitor the impact of the measures such as pedestrian surveys for example.

Assessment factors:	Criteria	Score
1 Stakeholders	Pedestrian campaign group / Emergency services Councillor / School / MP/ Vulnerable road user / Service provider / Planning / Petition of 30+ people Resident / Business / Pedestrian	5 3 1
2 Pedestrian accidents (most recent 36 months accidents data in a cluster or along a route)	3+ accidents 2 – 3 accidents 0 – 1 accident	5 3 1
3 Pedestrian / vehicle conflict PV ² calculation	1 x 10 ⁸ or more Up to 0.6 x 10 ⁸ No vehicle conflict or, Up to 0.3 x 10 ⁸	5 3 1
4 Barriers to walking Features which create difficulties to continuing along a route, (main road, watercourse, railway, open space, etc.)	2 or more significant barriers 1 significant barrier No barriers	5 3 1
5 Connectivity Connections for pedestrians to the following locations along the route: <ul style="list-style-type: none"> • underground or train station • shopping centre • supermarkets • hospitals • health centres • library • parks and sports facilities • leisure an entertainment centres • places of worship • community centres 	4+ number of places connected by route 2 – 3 number of places connected by route 0 – 1 number of places connected by route	5 3 1
6 Service requests (annually) Number of similar requests at this location	5+ service requests 2 - 5 service requests 0 – 1 service requests	5 3 1

P-BUS	BUS PRIORITY SCHEMES
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What typical issues are addressed?	Schemes are selected based on information provided from a range of sources including HPTUA, TFL and transport operators. Issues concern new bus routes or amendment to existing routes, accessibility, connectivity bus journey time reliability.
What types of projects are introduced?	The typical measures undertaken include junction improvements, signalised bus priority, bus lanes, bus routes and bus stop locations, countdown and information systems.
How are projects funded?	Projects are funded from Transport for London external grant and are identified in the Local Implementation Plan (LIP) programme of investment.
How are projects selected?	Each case is assessed against the criteria (shown below) to assess the level of priority. A ranking list is developed based on these assessments and used as the basis for planning works.
How are projects planned and programmed for delivery?	This is a planned programme of work undertaken where the highest priority projects from the ranking list are taken forward annually within the scope of the LIP programme of investment and strategic fit with the LIP policies and Harrow's corporate priorities.
What monitoring is undertaken?	Before and after site surveys are undertaken to monitor the impact of the measures such as bus journey time surveys for example.

Assessment factors:	Criteria	Score
1 Stakeholders	Public transport campaign group / Emergency services	5
	Councillor / School / MP/ Vulnerable road user / Service provider / Planning / Petition of 30+ people	3
	Resident / Business / public transport traveller	1
2 Bus routes	3+ routes	5
Number of routes operating at the location	2 – 3 routes	3
	0 – 1 routes	1
3 Bus journey time reliability	>1.5 minutes	5
Difference between actual and scheduled wait times – I-bus data	>1.0 minutes	3
	>0.5 minutes	1
4 Network performance	>1.5 minutes per km	5
Level of delay on TFL traffic delay reports	>1.0 minutes per km	3
	>0.5 minutes per km	1
5 Network congestion	Long sections of routes (100m +) including all junctions	5
	Small sections of routes (up to 100m) including other nearby junctions	3
	Immediate location or junction	1
6 Road category	Strategic Road Network	5
At location	Principal Road Network	3
	Local Road Network	1
Maximum score possible		30

P-BSA	BUS STOP ACCESSIBILITY SCHEMES
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What typical issues are addressed?	Schemes are selected based on bus stop compliance with disability discrimination legislative requirements.
What types of projects are introduced?	The typical measures undertaken include improving signing, lining, hard standings, accessible kerbing and bus stop shelters.
How are projects funded?	Projects are funded from Transport for London external grant and are identified in the Local Implementation Plan (LIP) programme of investment.
How are projects selected?	Each case is assessed against the criteria (shown below) to assess the level of priority. A ranking list is developed based on these assessments and used as the basis for planning works.
How are projects planned and programmed for delivery?	This is a planned programme of work undertaken where the highest priority projects from the ranking list are taken forward annually within the scope of the LIP programme of investment and strategic fit with the LIP policies and Harrow's corporate priorities.
What monitoring is undertaken?	Before and after site surveys are undertaken to ensure standards are maintained.

Assessment factors:	Criteria	Score
1 Stakeholders	Public transport campaign group / Emergency services	5
	Councillor / School / MP/ Vulnerable road user / Service provider / Planning / Petition of 30+ people	3
	Resident / Business / bus passengers	1
2 Bus usage	6+ routes	5
Number of buses per hour (am peak)	3 – 5 routes	3
	1 – 2 routes	1
3 Compliance with design standards	4 standards not met	10
	3 standards not met	7
Number of standards which are not met:	2 standards not met	4
• Clearway marking (none / incomplete)	1 standard not met	2
• Traffic signing (none / incomplete)		
• Hard surfacing (poor condition, <2m after flag, <6m before flag)		
• Kerb heights (<120mm or >140mm)		
	All standards met	0
Maximum score possible		20

P-CON	NETWORK CONGESTION SCHEMES
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What typical issues are addressed?	Schemes are selected based on journey time data information provided from TFL about network performance. Issues mainly concern journey time reliability for all traffic, particularly on the strategic / principal road network.
What types of projects are introduced?	The typical measures undertaken include junction improvements, area traffic signal control (SCOOT), corridor parking reviews, signals removal where safe and appropriate.
How are projects funded?	Projects are funded from Transport for London external grant and are identified in the Local Implementation Plan (LIP) programme of investment.
How are projects selected?	Each case is assessed against the criteria (shown below) to assess the level of priority. A ranking list is developed based on these assessments and used as the basis for planning works.
How are projects planned and programmed for delivery?	This is a planned programme of work undertaken where the highest priority projects from the ranking list are taken forward annually within the scope of the LIP programme of investment and strategic fit with the LIP policies and Harrow's corporate priorities.
What monitoring is undertaken?	Before and after site surveys are undertaken to monitor the impact of the measures such as journey time surveys for example.

Assessment factors:	Criteria	Score
1 Stakeholders	Transport campaign group / Emergency services	5
	Councillor / School / MP/ Vulnerable road user /	3
	Service provider / Planning / Petition of 30+ people	
	Resident / Business / travelling public	1
2 Network performance	>1.5 minutes per km	5
Level of delay on TFL traffic delay reports	>1.0 minutes per km	3
	>0.5 minutes per km	1
3 Network congestion	Long sections of routes (100m +) including all junctions	5
	Small sections of routes (up to 100m) including other nearby junctions	3
	Immediate location or junction	1
4 Road category	Strategic Road Network	5
At location	Principal Road Network	3
	Local Road Network	1
5 Traffic accidents (most recent 36 months accidents data)	3+ KSI accidents in a cluster or, 1+ KSI accidents involving a motorcycle, cycle or pedestrian in a cluster	5
	2 – 3 KSI accidents in a cluster or 1 KSI accident involving a motorcycle, cycle or pedestrian	4
	3+ accidents in a cluster or, 1+ accidents involving a motorcycle, cycle or pedestrian in a cluster	3
	2 – 3 accidents in a cluster or 1 accident involving a motorcycle, cycle or pedestrian	2
	0 – 1 accident	1
6 Pattern of congestion	Working day (7am - 7pm)	5
	AM / PM peak periods only	3
	One peak period only - AM or PM	1
Maximum score possible		30

P-HGV	FREIGHT MANAGEMENT SCHEMES
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What typical issues are addressed?	Schemes are selected based on problems with making deliveries to local businesses, and any environmental problems with freight traffic journeys such as using inappropriate residential routes.
What types of projects are introduced?	The typical measures undertaken include goods vehicle restrictions, loading bays, freight destination signing, freight route information, etc.
How are projects funded?	Projects are funded from Transport for London external grant and are identified in the Local Implementation Plan (LIP) programme of investment.
How are projects selected?	Each case is assessed against the criteria (shown below) to assess the level of priority. A ranking list is developed based on these assessments and used as the basis for planning works.
How are projects planned and programmed for delivery?	This is a planned programme of work undertaken where the highest priority projects from the ranking list are taken forward annually within the scope of the LIP programme of investment and strategic fit with the LIP policies and Harrow's corporate priorities.
What monitoring is undertaken?	Before and after site surveys are undertaken to monitor the impact of the measures such as freight traffic volume surveys for example.

Assessment factors:	Criteria	Score
1 Stakeholders	Freight transport campaign group / Emergency services	5
	Councillor / School / MP/ Vulnerable road user / Service provider / Planning / Petition of 30+ people	3
	Resident / Business / freight operator	1
2 Freight usage	>5%	5
	3 - 5%	3
	0 - 2%	1
3 Freight restrictions	No freight restrictions / signing	5
	Advisory signing (e.g. unsuitable for HGVs)	3
	Restrictions (e.g. weight / width limit)	1
4 Freight accidents	3+ accidents involving an HGV	5
	2 – 3 accidents involving an HGV	3
most recent 36 months accidents data in a cluster or along a route involving HGVs	0 – 1 accident involving an HGV	1
5 Freight destinations	No freight destinations in road	5
	Freight destinations in immediate vicinity of road (within 300m)	3
Legitimate freight destinations along route include:	Freight destination on road	1
<ul style="list-style-type: none"> Shopping parades and centres Business and industrial parks Depots and freight vehicle parking Loading bays 		
6 Road category	Non designated freight route - Local Road Network	5
At location	Non designated freight route - Principal Road Network	3
	Permitted freight route / Strategic Road Network	1
Maximum score possible		20

7. ASSESSMENT - stage four - strategic fit

All planned works need to be considered regarding their strategic fit. This is done by considering how well the work matches the corporate priorities and Harrow's transport objectives.

The current corporate priorities are:

- Keeping neighbourhoods clean, green and safe
- United and involved communities: a Council that listens and leads
- Supporting and protecting people who are most in need
- Supporting our Town Centre, our local shopping centres and businesses

Harrow's transport LIP objectives are:

- Improve access borough wide to a wide range of facilities and services
- Improve orbital transport links
- Encourage healthier lifestyles
- Reduce CO₂
- Regenerate Harrow town centre and the new area of Intensification
- Reduce borough motorcycle casualties
- Improve accessibility
- Improve transport connectivity between Harrow on the Hill station / Harrow bus station and Harrow & Wealdstone station.
- Increase cycling borough wide
- Reduce congestion and make essential journeys easier
- Improve pedestrian walkways that use and link existing parks and open spaces with town centres and public transport provision
- Support vitality of town centres through good transport access prioritising sustainable modes

The strategic score for schemes is the total number of corporate priorities and LIP objectives met by any scheme. One point is awarded for each priority or objective to be addressed.

8. Future works programming

The future works programme will consist of a mixture of all the planned works identified from the staged assessments described above. In developing this programme all the highest scored schemes need to be considered as well as ensuring that a geographically, economically and demographically balanced approach is taken forward.

Schemes need to be regularly re-evaluated in light of the changing environment and also to ensure that possible schemes stay on the programme for future delivery at a later date. The prioritisation method provided in this document will ensure that all decisions can be made in a transparent nature and that decisions made can be properly justified.