Local Pinch Point Fund
Application

Dunstable Road improvements
Cardiff Road/Inkerman Street – Telford Way/Hatters Way

February 2013
Local Pinch Point Fund
Application Form

Guidance on the Application Process is available at:
https://www.gov.uk/government/organisations/department-for-transport/series/local-pinch-point-fund

Please include the Checklist with your completed application form (see Appendix A).

The level of information provided should be proportionate to the size and complexity of the scheme proposed. As a guide, for a small scheme we would suggest around 25-35 pages including annexes would be appropriate.

One application form should be completed per project.

<table>
<thead>
<tr>
<th>Applicant Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local authority name(s)*: Luton Borough Council</td>
</tr>
</tbody>
</table>

*If the bid is a joint proposal, please enter the names of all participating local authorities and specify the lead authority

<table>
<thead>
<tr>
<th>Bid Manager Name and position:</th>
<th>Keith Dove Transportation Strategy &amp; Regulation Mgr.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name and position of officer with day to day responsibility for delivering the proposed scheme.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Contact telephone number:</th>
<th>01582 547211</th>
</tr>
</thead>
<tbody>
<tr>
<td>Email address:</td>
<td><a href="mailto:keith.dove@luton.gov.uk">keith.dove@luton.gov.uk</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Postal address:</th>
</tr>
</thead>
<tbody>
<tr>
<td>4th Floor</td>
</tr>
<tr>
<td>Town Hall</td>
</tr>
<tr>
<td>LUTON</td>
</tr>
<tr>
<td>LU1 2BQ</td>
</tr>
</tbody>
</table>

When authorities submit a bid for funding to the Department, as part of the Government’s commitment to greater openness in the public sector under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004, they must also publish a version excluding any commercially sensitive information on their own website within two working days of submitting the final bid to the Department. The Department reserves the right to deem the business case as non-compliant if this is not adhered to.

Please specify the weblink where this bid will be published:
www.luton.gov.uk
### SECTION A - Project description and funding profile

| A1. Project name: Dunstable Road improvements  
(Cardiff Road/Inkerman Street – Telford Way/Hatters Way) |
|---------------------------------------------------------|

#### A2. Headline description:

Please enter a brief description of the proposed scheme *(in no more than 100 words)*

**This section of dual carriageway on the western side of the town centre ring road currently comprises three lanes in a northbound direction and two in a southbound direction, except for a short length of localised widening for right turning vehicles on the southbound approach to the traffic signals at its junction with Cardiff Road / Inkerman Street. Traffic frequently queues on the southbound carriageway all day, but there is spare capacity on the northbound carriageway. The proposed scheme moves the central reserve over to create two northbound lanes and three southbound lanes, and reconstructs the Cardiff Road / Inkerman Street junction including replacing the traffic signals which are 30 years old (see plan at Appendix B).**

#### A3. Geographical area:

Please provide a short description of area covered by the bid *(in no more than 100 words)*

**This section of A505 Dunstable Road is the northern part of the western side of the Inner Ring Road around Luton town centre. The improvements will mainly be carried out within the existing highway boundary. At the north end of this section there may be an opportunity for a minor improvement to the Dunstable Road (Bury Park) approach to the elongated roundabout of Hatters Way / Telford Way as a result of the removal of the brick piers between the footway and the carriageway, which was done when the new Busway overbridge was built.**

OS Grid Reference: 508638,221422

Postcode: **LU1**

Please append a map showing the location (and route) of the proposed scheme, existing transport infrastructure and other points of particular interest to the bid e.g. development sites, areas of existing employment, constraints etc.

#### A4. Type of bid (please tick relevant box):

- **Small project bids** *(requiring DfT funding of between £1m and £5m)*  
  - Scheme Bid [x]  
  - Structure Maintenance Bid [ ]

- **Large project bids** *(requiring DfT funding of between £5m and £20m)*  
  - Scheme Bid [ ]  
  - Structure Maintenance Bid [ ]

*Note: Scheme and Structure Maintenance bids will be assessed using the same criteria.*
A5. Equality Analysis

Has any Equality Analysis been undertaken in line with the Equality Duty? ☑ Yes  ☐ No
(see Council’s Integrated Impact Assessment at Appendix C)

A6. Partnership bodies

Please provide details of the partnership bodies (if any) you plan to work within the design and delivery of the proposed scheme. This should include a short description of the role and responsibilities of the partnership bodies (which may include Development Corporations, National Parks Authorities, private sector bodies and transport operators) with confirmatory evidence of their willingness to participate in delivering the bid proposals.

The Mall (owners of indoor shopping centre)
British Land (owners of Power Court development site)
Bedfordshire Chamber of Commerce
London Luton Airport (Dunstable Road is main route between the airport and the north & west of the conurbation)
Main bus operators
(see Appendix D for letters of support)
Volker Highways (the Council’s highway maintenance partner)
Utility companies

A7. Local Enterprise Partnership / Local Transport Body Involvement

It would be beneficial (though not essential) if the relevant LEP or LTB (or shadow(s)) have considered the bid and, if necessary, prioritised it against other bids from the same area. If possible, please include a letter from the LEP / LTB confirming their support and, if more than one bid is being submitted from the area, the priority ranking in order of growth significance.

Have you appended a letter from the LEP / LTB to support this case? ☑ Yes  ☐ No

SECTION B – The Business Case

You may find the following DfT tools useful in preparing your business case:

- Transport Business Cases
- Behavioural Insights Toolkit
- Logic Mapping Hints and Tips

B1. The Scheme - Summary

Please select what the scheme is trying to achieve (this will need to be supported by evidence in the Business Case). Please select all categories that apply.

☑ Improve access to a development site that has the potential to create housing
☑ Improve access to a development site that has the potential to create jobs
☑ Improve access to urban employment centres
B2. The Strategic Case

This section should set out the rationale for making the investment and evidence on the strategic fit of the proposal. It should also contain an analysis of the existing transport problems, identify the barriers that are preventing growth, explain how the preferred scheme was selected and explain what the predicted impacts will be. The impact of the scheme on releasing growth potential in Enterprise Zones, key development sites and urban employment centres will be an important factor in the assessment process.

In particular please provide evidence on the following questions (where applicable):

a) What is the problem that is being addressed, making specific reference to barriers to growth and why this has not been addressed previously?

The four arm signal controlled intersection of Dunstable Road with Cardiff Road and Inkerman Street has been identified as a congestion pinchpoint in Luton for a number of years. The most recent study was undertaken in 2007 and provided an evidence base for the development of the Borough Councils Congestion and Traffic Management strategy. This showed the total average queue in the AM and PM peaks was 125 PCU and 185 PCU respectively. Average queuing on Cardiff Road (single lane approach) and Inkerman Street (3 lane 1-way approach from the town centre) is comparatively low.

The junction at the north end of this section of Dunstable Road with Hatters Way and Telford Way comprises a small 35m ICD roundabout with an elongated island, with lane markings and directional road markings used throughout the intersection. Whilst the queuing at this junction is not as severe as that at Cardiff Road /Inkerman Street, the 2007 congestion study indicated a total average queue of 94 PCU during both the AM and PM peak.

Given the proximity of these two junctions, the 2007 study also concluded that improvements at the Cardiff Road / Inkerman Street junction could contribute to reducing traffic congestion at the Telford Way / Hatters Way junction.

b) What options have been considered and why have alternatives have been rejected?

Consideration has been given to replacing the Dunstable Road / Hatters Way / Telford Way elongated roundabout junction with a traffic signalised junction. However, given the offset nature of this junction, the removal of the roundabout would entail taking away the pier that supports a three-way pedestrian footbridge over the entire junction. The high level footbridge could have been replaced at considerable expense or a pedestrian phase added to the signalised junction. However, modelling showed that adding a pedestrian phase would simply negate any reduction in delays achieved by signalisation.

c) What are the expected benefits / outcomes? For example, job creation, housing numbers and GVA and the basis on which these have been estimated.

The Town Centre Development Framework set the context of the Local Plan development sites in and around the town centre. The three largest sites (Power Court,
Luton Gateway, The Mall extensions) are located on the north side of the town centre. However people travelling into the town centre from the north-west of the town are likely to use the western section of the town centre ring road to access these development sites, passing through the Hatters Way / Telford Way and Cardiff Road /Inkerman Street junctions.

Of these three development sites, a Planning Application is imminently expected for the Power Court site, which will consist of around 16000 m² of mixed retail space and the potential for some new homes. Planning Applications for the other two sites are expected within the next two years; a condition of the demolition of the northernmost (Library) car park for the Mall shopping centre in Autumn 2012 was that an application to develop the extension of the Mall would be submitted within two years, and the development of the Luton Gateway site, for which a planning brief was approved three years ago, will be facilitated by the completion of the Busway.

d) What is the project’s scope and is there potential to reduce costs and still achieve the desired outcomes? For example, using value engineering.

Given the existing congestion experienced at the junctions at each end of this section of the town centre ring road, together with the engineering constraints associated with improving this section of Dunstable Road within the existing carriageway, the opportunities for any change in scope are limited. Notwithstanding this, any opportunities for Value Engineering will be considered in developing the design.

e) Are there any related activities, that if not successfully concluded would mean the full economic benefits of the scheme may not be realised. For example, this could relate to land acquisition, other transport interventions being required or a need for additional consents?

No. However given the construction of the eastern side of the town centre relief road is due to start in mid 2013 (subject to DfT approval of the Full Approval Business Case submitted in January 2013), the modelling work undertaken in order to assess the benefits of this pinchpoint submission assumes that the whole town centre ring road is complete. Given the works on the eastern section of the relief road will not be completed until mid 2014, the improvement of the western section of Dunstable Road will be programmed to follow on immediately from the works on the eastern section.

f) What will happen if funding for this scheme is not secured - would an alternative (lower cost) solution be implemented (if yes, please describe this alternative and how it differs from the proposed scheme)?

If the Council had to deliver the improvements to this section of Dunstable Road without other funding, given the cost of these improvements (see response B3A/B below), the nature of them (they could not be phased over more than one year) and the constraints imposed by the need to undertake these works after the completion of the eastern section of the town centre relief road (see response B2e) the cost of these single improvements would use up all of the Council’s current Integrated Transport grant in one year, meaning that no other transport improvements could be delivered.

g) What is the impact of the scheme – and any associated mitigation works – on any statutory environmental constraints? For example, Local Air Quality Management Zones.

No impacts on statutory environmental constraints.

B3. The Financial Case – Project Costs
Before preparing a scheme proposal for submission, bid promoters should ensure they understand the financial implications of developing the scheme (including any implications for future resource spend and ongoing costs relating to maintaining and operating the asset), and the need to secure and underwrite any necessary funding outside the Department’s maximum contribution.

Please complete the following tables. **Figures should be entered in £000s** (i.e. £10,000 = 10).

**Table A: Funding profile (Nominal terms)**

<table>
<thead>
<tr>
<th>£000s</th>
<th>2013-14</th>
<th>2014-15</th>
<th>2015-16</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>DfT funding sought</td>
<td>£1,208</td>
<td>£1,208</td>
<td></td>
<td>£1,208</td>
</tr>
<tr>
<td>Local Authority contribution</td>
<td>£518</td>
<td>£518</td>
<td></td>
<td>£518</td>
</tr>
<tr>
<td>Third Party contribution</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td></td>
<td></td>
<td>£1,726</td>
</tr>
</tbody>
</table>

**Table B: Cost estimates (Nominal terms)**

<table>
<thead>
<tr>
<th>Cost heading</th>
<th>Cost (£000s)</th>
<th>Date estimated</th>
<th>Status (e.g. target price)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction</td>
<td>£1,598</td>
<td>February 2013</td>
<td>Estimate</td>
</tr>
<tr>
<td>Design and Supervision</td>
<td>£128</td>
<td>February 2013</td>
<td>6% of total for Supervision (based on DMRB) and 2% of total for design work</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td></td>
<td>£1,726</td>
</tr>
</tbody>
</table>

**Notes:**
1) Department for Transport funding must not go beyond 2014-15 financial year.
2) A minimum local contribution of 30% (local authority and/or third party) of the project costs is required.
3) Costs in Table B should be presented in outturn prices and must match the total amount of funding indicated in Table A.

**B4. The Financial Case - Local Contribution / Third Party Funding**

Please provide information on the following points (where applicable):

a) The non-DfT contribution may include funding from organisations other than the scheme promoter. If the scheme improves transport links to a new development, we would expect to see a significant contribution from the developer. Please provide details of all non-DfT funding contributions to the scheme costs. This should include evidence to show how any third party contributions are being secured, the level of commitment and when they will become available.

The local authority contribution of £518,000 will come from the Council’s annual Integrated Transport grant (for the new traffic signals at Cardiff Road/Inkerman Street
junction) and Highway Maintenance grant (for the reconstruction of the Cardiff Road/Inkerman Street junction).

b) Where the contribution is from external sources, please provide a letter confirming the body’s commitment to contribute to the cost of the scheme. The Department is unlikely to fund any scheme where significant financial contributions from other sources have not been secured or appear to be at risk.

Have you appended a letter(s) to support this case?  ☐ Yes  ☐ No  ☒ N/A

c) The Department may accept the provision of land in the local contribution towards scheme costs. Please provide evidence in the form of a letter from an independent valuer to verify the true market value of the land.

Have you appended a letter to support this case?  ☐ Yes  ☐ No  ☒ N/A

d) Please list any other funding applications you have made for this scheme or variants thereof and the outcome of these applications, including any reasons for rejection.

None.

B5. The Financial Case – Affordability and Financial Risk

This section should provide a narrative setting out how you will mitigate any financial risks associated with the scheme (you should refer to the Risk Register / QRA – see Section B11).

Please ensure that in the risk / QRA cost that you have not included any risks associated with ongoing operational costs and have used the P50 value.

Please provide evidence on the following points (where applicable):

a) What risk allowance has been applied to the project cost?

No engineering problems are envisaged in moving over of the existing central reserve to accommodate the new lane configuration on Dunstable Road, although Traffic Management arrangements to undertake the works may be more complex than anticipated; a 5% contingency has therefore been applied to the construction works. The presence of utilities apparatus may be an issue for the reconstruction of the Cardiff Road/Inkerman Street junction, although where practical the Council and its contractor will work in partnership with the utility companies in order to mitigate these impacts and minimise costs.

Risks will be managed in accordance with the Council’s Corporate Strategy for the Effective Management of Risks and Opportunities (2010), which embeds risk management into its culture, process and structure to ensure that opportunities are maximised and objectives are met. In particular the risk management seeks to assess the probability of an event happening and its consequences. Each risk is assessed (from 1 to 9) using the Risk Assessment Matrix which combines the Impact (Critical, Significant, Noticeable) and the Likelihood of Occurrence (Low, Medium, High)

b) How will cost overruns be dealt with?
No significant cost over-runs expected, but any additional cost will be funded through Council budgets.

c) What are the main risks to project delivery timescales and what impact this will have on cost?
   The risks, as set out in response B5a, are not anticipated to affect the works programme.

d) How will cost overruns be shared between non-DfT funding partners (DfT funding will be capped and will not be able to fund any overruns)?
   There are no third party contributions to the scheme. The Council will fund any further cost overruns, although as stated in response B5a above, there may be opportunities during reconstruction of the Cardiff Road/Inkerman Street junction for the contractor to minimise any additional costs of utilities work.

B6. The Economic Case – Value for Money

This section should set out the full range of impacts – both beneficial and adverse – of the scheme. The scope of information requested (and in the supporting annexes) will vary according to whether the application is for a small or large project.

Small project bids (i.e. DfT contribution of less than £5m)

a) Please provide a description of your assessment of the impact of the scheme to include:
   - Significant positive and negative impacts (quantified where possible);
   - A description of the key risks and uncertainties;
   - A short description of the modelling approach used to forecast the impact of the scheme and the checks that have been undertaken to determine that it is fit-for-purpose.

* Small projects bids are not required to produce a Benefit Cost Ratio (BCR) but may want to include this here if they have estimated this.

b) Small project bidders should provide the following as annexes as supporting material:
   - A completed Scheme Impacts Pro Forma which summarises the impact of proposals against a number of metrics relevant to the scheme objectives. It is important that bidders complete as much of this table as possible as this will be used by DfT – along with other centrally sourced data – to form an estimate of the BCR of the scheme. Not all sections of the pro forma are relevant for all types of scheme (this is indicated in the pro forma).
   - A description of the sources of data and forecasts used to complete the Scheme Impacts Pro Forma. This should include descriptions of the checks that have been undertaken to verify the accuracy of data or forecasts relied upon. Further details on the minimum supporting information required are presented against each entry within the pro forma.

   Has a Scheme Impacts Pro Forma been appended? Yes No N/A

   Has a description of data sources / forecasts been appended? Yes No N/A

   - A completed Appraisal Summary Table. Bidders are required to provide their assessment of all the impacts included within the table and highlight any significant Social or Distributional Impacts (SDIs). Quantitative and monetary estimates should be provided where available
but are not mandatory. The level of detail provided in the table should be proportionate to the scale of expected impact with particular emphasis placed on the assessment of carbon, air quality, bus usage, sustainable modes, accessibility and road safety. The source of evidence used to assess impacts should be clearly stated within the table and (where appropriate) further details on the methods or data used to inform the assessment should be attached as notes to the table.

Has an Appraisal Summary Table been appended? ☒ Yes ☐ No ☐ N/A

- Other material supporting the assessment of the scheme described in this section should be appended to your bid.

Appraisal Summary Table and Scheme Impacts Pro Forma are included in Appendix E but also supplied as separate unmodified Excel files as requested.
A note on the traffic modelling work undertaken is included in Appendix F.

* This list is not necessarily exhaustive and it is the responsibility of bidders to provide sufficient information to demonstrate the analysis supporting the economic case is fit-for-purpose.

**Large project bids (i.e. DfT contribution of more than £5m)**

c) Please provide a short description of your assessment of the value for money of the scheme including your estimate of the BCR. This should include:

- Significant monetised and non-monetised costs and benefits;
- A description of the key risks and uncertainties and the impact these have on the BCR;
- Key assumptions including (but not limited to): appraisal period, forecast years, level of optimism bias applied; and
- A description of the modelling approach used to forecast the impact of the scheme and the checks that have been undertaken to determine that it is fit-for-purpose.

d) Detailed evidence supporting your assessment – including a completed Appraisal Summary Table – should be attached as annexes to this bid. A checklist of material to be submitted in support of large project bids has been provided.

Has an Appraisal Summary Table been appended? ☐ Yes ☒ No ☐ N/A

- Please append any additional supporting information (as set out in the Checklist).

*It is the responsibility of bidders to provide sufficient information for DfT to undertake a full review of the analysis.*

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**B7. The Commercial Case**

This section should set out the procurement strategy that will be used to select a contractor and, importantly for this fund, set out the timescales involved in the procurement process to show that delivery can proceed quickly.

a) Please provide evidence to show the risk allocation and transfer between the promoter and contractor, contract timescales and implementation timescales (this can be cross-referenced to your Risk Management Strategy).

Information on risks is in response B5 and on implementation timescale in response B8
b) What is the preferred procurement route for the scheme and how and why was this identified as the preferred procurement route? For example, if it is proposed to use existing framework agreements or contracts, the contract must be appropriate in terms of scale and scope.

It is envisaged that the design work will be completed by the Councils in-house design team. The procurement of the construction will be through Volker Highways (the Councils term maintenance contractor) and Telent (the Councils traffic signal term maintenance contractor).

c) A procurement strategy will not need to form part of the bid documentation submitted to DfT. Instead, the Department will require the bid to include a joint letter from the local authority’s Section 151 Officer and Head of Procurement confirming that a strategy is in place that is legally compliant and is likely to achieve the best value for money outcome.

Has a joint letter been appended to your bid? ☒ Yes ☐ No (see Appendix G)

*It is the promoting authority’s responsibility to decide whether or not their scheme proposal is lawful; and the extent of any new legal powers that need to be sought. Scheme promoters should ensure that any project complies with the Public Contracts Regulations as well as European Union State Aid rules, and should be prepared to provide the Department with confirmation of this, if required.

B8. Management Case - Delivery

Deliverability is one of the essential criteria for this Fund and as such any bid should set out any necessary statutory procedures that are needed before it can be constructed.

a) A detailed project plan (typically in Gantt chart form) with milestones should be included, covering the period from submission of the bid to scheme completion. The definition of the key milestones should be clear and explained. The critical path should be identifiable and any key dependencies (internal or external) should be explained. Resource requirements, task durations, contingency and float should be detailed and easily identifiable. Dependencies and interfaces should be clearly outlined and plans for management detailed.

Has a project plan been appended to your bid? ☐ Yes ☒ No

b) If delivery of the project is dependent on land acquisition, please include a letter from the respective land owner(s) to demonstrate that arrangements are in place in order to secure the land to enable the authority to meet its construction milestones.

Has a letter relating to land acquisition been appended? ☐ Yes ☐ No ☒ N/A

c) Please provide summary details of your construction milestones (at least one but no more than 5 or 6) between start and completion of works:

Table C: Construction milestones

<table>
<thead>
<tr>
<th>Estimated Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Start of works</td>
</tr>
<tr>
<td>Opening date</td>
</tr>
</tbody>
</table>
d) Please list any major transport schemes costing over £5m in the last 5 years which the authority has delivered, including details of whether these were completed to time and budget (and if not, whether there were any mitigating circumstances)

The East Luton Corridor (ELC) scheme was constructed between June 2006 and April 2009. The initial budget was around £22m but the final out-turn cost was almost £30m. The Section 151 officer took a report to Executive on 18th August 2010 about lessons learnt from the ELC scheme project management, and major construction projects since that time have been benchmarked against that guidance. The main point of relevance to this local pinchpoint bid is that companies running large-scale contracts operate in a very different way to the smaller scale contracts that the Council is more used to dealing with.

B9. Management Case – Statutory Powers and Consents

a) Please list separately each power / consents etc obtained, details of date acquired, challenge period (if applicable) and date of expiry of powers and conditions attached to them. Any key dates should be referenced in your project plan.

None required.

b) Please list separately any outstanding statutory powers / consents etc, including the timetable for obtaining them.

None required.

B10. Management Case – Governance

Please name who is responsible for delivering the scheme, the roles (Project Manager, SRO etc.) and responsibilities of those involved, and how key decisions are/will be made. An organogram may be useful here. Details around the organisation of the project including Board accountabilities, contract management arrangements, tolerances, and decision making authorities should be clearly documented and fully agreed.

The Council’s Corporate Project Management Framework sets out the processes and procedures to be followed throughout a project lifecycle using standard document templates and working practices. Given the scale of this project, together with its location on the southern approaches to the Town Centre, the following Governance arrangements will apply:
- Progress reports to Council’s Corporate Major Projects Board (bi-monthly)
- Updates to Members at the Engineering & Street Services Portfolio Holders meeting (monthly)

The Project Leader/Sponsor is the Head of Engineering & Street Services (Alex Constantinides) supported by the Engineering Services Manager (Graham Turner) and the Council’s Major Projects’ team. The Project Manager is Derek Wright. Internal support is provided by the Council’s finance, legal and property (Capital & Asset Management) services. Further external support (including legal, property services and contractual support) is readily available through existing arrangements/contracts.
B11. Management Case - Risk Management

All schemes will be expected to undertake a thorough Quantified Risk Assessment (QRA) and a detailed risk register should be included in the bid. The QRA should be proportionate to the nature and complexity of the scheme. A Risk Management Strategy should be developed and should outline on how risks will be managed.

*Please ensure that in the risk / QRA cost that you have not included any risks associated with ongoing operational costs and have used the P50 value.*

Has a QRA been appended to your bid? □ Yes ☒ No *(but see response B5 for more details about risk)*

Has a Risk Management Strategy been appended to your bid? □ Yes ☒ No *(but see response B5 for more details about risk)*

B12. Management Case - Stakeholder Management

The bid should demonstrate that the key stakeholders and their interests have been identified and considered as appropriate. These could include other local authorities, the Highways Agency, statutory consultees, landowners, transport operators, local residents, utilities companies etc. This is particularly important in respect of any bids related to structures that may require support of Network Rail and, possibly, train operating company(ies).

a) Please provide a summary of your strategy for managing stakeholders, with details of the key stakeholders together with a brief analysis of their influences and interests.

A Communication Strategy/Plan will be prepared with input from the Council’s Communications section, setting out the stakeholder and public engagement throughout the project and includes an action list. This is regularly reviewed by the Project Board and is kept as a ‘live’ document. Regular contact is maintained with a number of key stakeholders including:

- The owners of The Mall
- The developers of Power Court and Luton Gateway
- The Post Office (head post office is on this section of Dunstable Road)
- Other affected land owners and leaseholders
- Council Members and MPs
- Emergency services (Police, Ambulance, Fire Service)
- Bus Operators
- Utility companies

b) Can the scheme be considered as controversial in any way? □ Yes ☒ No

If yes, please provide a brief summary (in no more than 100 words)

c) Have there been any external campaigns either supporting or opposing the scheme?

□ Yes ☒ No

If yes, please provide a brief summary (in no more than 100 words)

d) For large schemes please also provide a Stakeholder Analysis and append this to your application.
Has a Stakeholder Analysis been appended? ☒ Yes ☐ No ☒ N/A

e) For large schemes please provide a Communications Plan with details of the level of engagement required (depending on their interests and influence), and a description of how and by what means they will be engaged with.

Has a Communications Plan been appended? ☐ Yes ☒ No ☒ N/A

**B13. Management Case - Assurance**

We will require Section 151 Officer confirmation (Section D) that adequate assurance systems are in place.

For large schemes please provide evidence of an integrated assurance and approval plan. This should include details around planned health checks or gateway reviews.

**SECTION C – Monitoring, Evaluation and Benefits Realisation**

**C1. Benefits Realisation**

Please provide details on the profile and baseline benefits and their ownership. This should be proportionate to the size of the proposed scheme.

The main benefits will be reduced congestion and improved peak period journey times on the local road network.

**C2. Monitoring and Evaluation**

Evaluation is an essential part of scheme development and should be considered and built into the planning of a scheme from the earliest stages. Evaluating the outcomes and impacts of schemes is important to show if a scheme has been successful.

Please set out how you plan to measure and report on the benefits identified in Section C1, alongside any other outcomes and impacts of the scheme

As part of its regular monitoring of travel within Luton, the Council already carries out extensive monitoring of travel on all routes in and around the town centre. Journey time information on approaches to and around the Town Centre is available from Trafficmaster data. Costs of all these surveys, and any reporting, together with any other required surveys will be covered by the Council’s annual monitoring programme budget.

A fuller evaluation for large schemes may also be required depending on their size and type.

**SECTION D: Declarations**

**D1. Senior Responsible Owner Declaration**

As Senior Responsible Owner for the Dunstable Road improvements I hereby submit this request for approval to DfT on behalf of Luton Borough Council and confirm that I have the necessary authority to do so.
I confirm that Luton Borough Council will have all the necessary statutory powers in place to ensure the planned timescales in the application can be realised.

Name: Alex Constantinides  
Position: Head of Engineering and Street Services

D2. Section 151 Officer Declaration

As Section 151 Officer for Luton Borough Council I declare that the scheme cost estimates quoted in this bid are accurate to the best of my knowledge and that Luton Borough Council
- has allocated sufficient budget to deliver this scheme on the basis of its proposed funding contribution
- accepts responsibility for meeting any costs over and above the DfT contribution requested, including potential cost overruns and the underwriting of any funding contributions expected from third parties
- accepts responsibility for meeting any ongoing revenue requirements in relation to the scheme
- accepts that no further increase in DfT funding will be considered beyond the maximum contribution requested and that no DfT funding will be provided after 2014/15
- confirms that the authority has the necessary governance / assurance arrangements in place and, for smaller scheme bids, the authority can provide, if required, evidence of a stakeholder analysis and communications plan in place

Name: Dave Kempson

Submission of bids:

For both small bids and large bids the deadline is 5pm, **21 February 2013**

One hard copy and a CD version of each bid and supporting material should be submitted to:

Steve Berry  
Local Transport Funding, Growth & Delivery Division  
Department for Transport  
Great Minster House  
33 Horseferry Road  
London  
SW1P 4DR

An electronic copy should also be submitted to steve.berry@dft.gsi.gov.uk

LIST OF APPENDICES

Appendix A Checklist  
Appendix B Plan of scheme  
Appendix C Luton Borough Council Integrated Impact Assessment  
Appendix D Letters of support  
Appendix E Appraisal Summary Table and Scheme Impacts Pro Forma  
Appendix F Note on the traffic modelling work  
Appendix G Joint letter from Section 151 Officer and Head of Procurement
APPENDIX A

Checklist
# Local Pinch Point Fund Application Form Checklist

**Scheme:** Dunstable Road improvement  
*(Cardiff Road/Inkerman Street – Telford Way/Hatters Way)*  
**Lead authority:** Luton Borough Council

## SECTION A

<table>
<thead>
<tr>
<th>Question</th>
<th>Section / page</th>
<th>Guidance Ref</th>
</tr>
</thead>
<tbody>
<tr>
<td>A3. Have you appended a map?</td>
<td>Appendix B</td>
<td>N/A</td>
</tr>
<tr>
<td>A6. Have you included supporting evidence of partnership bodies’ willingness to participate in delivering the bid proposals?</td>
<td>Appendix D</td>
<td>Para 10-14</td>
</tr>
<tr>
<td>A7. Have you appended a letter from the relevant LTB(s) / LEP(s) confirming the priority of the proposed scheme? <strong>[Optional]</strong></td>
<td>Appendix D</td>
<td>Para 10-14</td>
</tr>
</tbody>
</table>

## SECTION B

<table>
<thead>
<tr>
<th>Question</th>
<th>Section / page</th>
<th>Guidance Ref</th>
</tr>
</thead>
<tbody>
<tr>
<td>B4. Have you enclosed a letter from an independent valuer to verify the market value land if land is being included as part of the non-DfT contribution towards scheme costs?</td>
<td>Appendix G</td>
<td>Para 40-42</td>
</tr>
<tr>
<td>B4. Have you enclosed a letter confirming the commitment of external sources to contribute to the cost of the scheme will be required?</td>
<td>N/A as no third party funding</td>
<td>Para 40-42</td>
</tr>
<tr>
<td>B6. Have you provided a completed <strong>Appraisal Summary Table</strong> in a format readable by Excel 2003?</td>
<td>YES</td>
<td>Para 35-39</td>
</tr>
<tr>
<td>B6. Have you provided a completed <strong>Scheme Impacts Pro Forma</strong> in a format readable by Excel 2003? <strong>[Small projects only]</strong></td>
<td>YES</td>
<td>Para 35-39</td>
</tr>
<tr>
<td>B6. Have you provided relevant supporting material – and for large schemes – a WebTAG compliant bid?</td>
<td>YES</td>
<td>N/A</td>
</tr>
<tr>
<td>B7. Have you attached a joint letter from the local authority’s Section 151 Officer and Head of Procurement confirming that a procurement strategy is in place that is legally compliant and is likely to achieve the best value for money outcome?</td>
<td>YES</td>
<td>Para 43-45</td>
</tr>
<tr>
<td>B8. Has a letter been appended to demonstrate that arrangements are in place to secure the land to meet the construction milestones?</td>
<td>YES</td>
<td>N/A</td>
</tr>
<tr>
<td>B8. Has a Project Plan been appended to your bid?</td>
<td>NO</td>
<td>Para 43-45</td>
</tr>
<tr>
<td>B11. Has a QRA been appended to your bid?</td>
<td>NO -but see response B5</td>
<td>Para 40-42</td>
</tr>
<tr>
<td>B11. Has a Risk Management Strategy been appended to your bid?</td>
<td>NO -but see response B5</td>
<td>Para 40-42</td>
</tr>
<tr>
<td>B12. Have you appended evidence of Stakeholder Analysis? <strong>[Large projects only]</strong></td>
<td>N/A</td>
<td>Para 40-42</td>
</tr>
</tbody>
</table>
B12. Have you appended a Communications Plan? [Large projects only] N/A N/A

B13. Have you provided evidence of an integrated assurance and approval plan? [Large projects only] N/A Para 40-42

SECTION D

<table>
<thead>
<tr>
<th>Section / page</th>
<th>Guidance Ref</th>
</tr>
</thead>
<tbody>
<tr>
<td>D1. Has the SRO declaration been signed?</td>
<td>YES N/A</td>
</tr>
<tr>
<td>D2. Has the Section 151 Officer declaration been signed?</td>
<td>YES N/A</td>
</tr>
</tbody>
</table>

ECONOMIC CASE CHECKLIST (Large Projects Only)

Schemes seeking more than £5 million in support from the Department are required to submit a full appraisal of the scheme in line with WebTAG guidance. These bids should include sufficient supporting information and material for the Department to undertake a full review of the modeling and appraisal. Large project bidders are required to submit the checklist indicating where key modeling and appraisal information is presented with the bid and supporting annexes.

Note: Given the remainder of the checklist related only to cost benefit analysis, economic case assessment and modelling/forecasting that are only required for Large projects, the remainder of the Local Pinchpoint Fund Application Form checklist has been truncated beyond this point.
APPENDIX B

Plan of scheme
APPENDIX C

Luton Borough Council Integrated Impact Assessment
This form replaces the previous Equality Impact Assessment form used by LBC. The key aim of an impact assessment is to ensure that all Council policies, plans and strategies support the corporate mission statement that

‘The needs of Luton’s people will be first in everything we do’.

The aim of this impact assessment process is to:
- Embed Social Justice principles and practice into the Council’s decision making process
- Ensure adherence to the Equality Act 2010 and associated Public Sector Duty
- Minimise duplication of initial impact assessments with regards to Environment and Health
- Ensure Officers have access to the necessary specialist support with regards to all of the above

The table on the first page of this form will enable you to make early consideration of the potential impacts of your proposal with regards to individuals, areas, cohesion, inclusion, the environment and health. You will need to review the impact table once you have completed your assessment to ensure that all impacts are clearly highlighted in the final document.

Once you have completed the table the form will guide you to explain your judgements and then, as appropriate, identify in the action plan how you will be able to enhance and maintain any positive, and mitigate any negative, impacts of your proposal in line with the council’s mission and values.

This form will also help you to identify if you need further specialist advice or whether a more detailed Environmental or Health Impact Assessment may be required.

For your convenience, please see links to key Corporate and Partnership documents that may help you as you complete this IIA.

Corporate Plan  
http://intranet/SupportServices/Document%20library/Corporate%20plan%2011th%20July%202011.doc

Equality Charter  

Social Justice Framework  

Family Poverty Strategy  

Joint Strategic Needs Assessment (JSNA)  
http://www.luton.gov.uk/Council_government_and_democracy/Lists/LutonDocuments/PDF/Consultation/Reports/Final%20JSNA%202011.pdf

Community Involvement Strategy  
Proposal Title: Local Pinch Point Fund  
Application for improvements to Dunstable Road  
Date of IIA: Feb 2013

Lead Officer Name: Keith Dove

Please provide an outline description of your proposal:

Dunstable Road Improvements  
This section of dual carriageway on the western side of the town centre ring road currently comprises three lanes in a northbound direction and two in a southbound direction, except for a short length of localised widening for right turning vehicles on the southbound approach to the traffic signals at its junction with Cardiff Road / Inkerman Street. Traffic frequently queues on the southbound carriageway all day, but there is spare capacity on the northbound carriageway. The proposed scheme moves the central reserve over to create two northbound lanes and three southbound lanes, and re-constructs the Cardiff Road / Inkerman Street junction including replacing the traffic signals.

Please list other contributors and stakeholders involved in the preparing of this assessment:

Volker Highways  
BWB : Building, Infrastructure & Environmental Consultancy  
Pell Frischmann Consulting Engineers  
Luton Borough Council Highways Services  
Luton Borough Council Major Projects Team  
Luton Borough Council Strategy and Sustainability Team

If there is any potential impact on staffing you must invite trade union involvement in the preparation of this assessment:

N/A
**IMPACT TABLE**

The purpose of this table is to consider the potential impact of your proposal against the Equality Act 2010 ‘protected characteristics’ and other key priorities of Community Cohesion, Social Inclusion, Health and Environment. We also ask you to consider potential outcomes against the key priorities of our Corporate Plan (see link).

Once you have completed this process you should have a clearer picture of any potential significant impacts*, **positive**, **negative** or **neutral**, on People or Places as a result of your proposal. The rest of the questions on this form will help you clarify impacts and identify an appropriate action plan.

(“Significant impact” means that the proposal is likely to have a noticeable effect on specific section(s) of the community greater than on the general community at large).

In relation to the protected characteristics below, will the proposal have an impact in relation to the outcomes below?

<table>
<thead>
<tr>
<th>Please fill out this table as much as you can initially. Once you have completed the rest of the form, come back and complete as appropriate</th>
<th>Impact Identified</th>
<th>Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Having identified the impact will it contribute to any of the following Council priorities below?</td>
<td><strong>Empower, support &amp; protect the vulnerable (Equality)</strong></td>
<td><strong>Improve life &amp; learning opportunities for all (Inclusion)</strong></td>
</tr>
<tr>
<td><strong>PEOPLE</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>delete as applicable from the selection below</td>
<td><strong>= Positive</strong></td>
<td><strong>= Negative</strong></td>
</tr>
<tr>
<td>Race</td>
<td>□</td>
<td>N/A</td>
</tr>
<tr>
<td>Gender</td>
<td>□</td>
<td>N/A</td>
</tr>
<tr>
<td>Disability</td>
<td>□</td>
<td>N/A</td>
</tr>
<tr>
<td>Sexual Orientation</td>
<td>□</td>
<td>N/A</td>
</tr>
<tr>
<td>Age</td>
<td>□</td>
<td>N/A</td>
</tr>
<tr>
<td>Religion/Belief</td>
<td>□</td>
<td>N/A</td>
</tr>
<tr>
<td>Gender Reassignment</td>
<td>□</td>
<td>N/A</td>
</tr>
<tr>
<td>Pregnancy/Maternity</td>
<td>□</td>
<td>N/A</td>
</tr>
<tr>
<td>Marriage/Civil Partnership (HR issues only)</td>
<td>□</td>
<td>N/A</td>
</tr>
<tr>
<td>Care Responsibilities(^1) (HR issues only)</td>
<td>□</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>PLACE</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Strengthen community cohesion</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>Tackling poverty/ promoting social inclusion</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>Area/Wards affected All Wards</td>
<td>✓</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>ENVIRONMENT</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Protect and enhance the</td>
<td>✓</td>
<td>N/A</td>
</tr>
</tbody>
</table>

\(^1\) This is a Luton specific priority added to the 9 protected characteristics covered under the Equality Act.
Please answer the following questions to help you identify any actions you may need to take with regards to impacts of this proposal

### 1. Consultation

1.1 Have you made use of existing recent research, evidence and/or consultation to inform your proposal? Please insert links to documents as appropriate.

If you would like to know of any potentially relevant research already carried out, please click on the following link below to **LBC Consultation Portal**

For other local statistics and information, click on the following below link for **Luton Observatory**

**Guidance Notes:**
If no use has been made of research, please contact the Consultation and Engagement Team At Communitycon@luton.gov.uk and/or the Research & Intelligence Team at research.intelligence@luton.gov.uk

<table>
<thead>
<tr>
<th>Insert any links to reference websites below. One per space only</th>
<th>Insert any relevant files in the spaces below. One per space only</th>
</tr>
</thead>
<tbody>
<tr>
<td>\Corporate\engusers\TRAFFIC\Funding (general)\ Local pinchpoint fund</td>
<td></td>
</tr>
</tbody>
</table>
1.2 Have you carried out any specific consultation with people likely to be affected by the proposal? (if yes, please insert details, links to documents as appropriate).

**Guidance Notes:** If no, please explain why this has not been done - you may wish to speak to the Consultation Team first as a lack of sufficient consultation could render this IIA invalid and place the Council at risk of Judicial Review.

The following people/organisations, in relation to the improvements outlined in the proposal have been consulted on:

- The Mall (owners of indoor shopping centre)
- British Land (owners of Power Court development site)
- Bedfordshire Chamber of Commerce
- London Luton Airport (Dunstable Road is main route between the airport and the north & west of the conurbation)
- Main bus operators
- Augur Investments (developer of Napier Park/Stirling Place sites on Kimpton Road)
- Main bus operators
- Volker Highways (the Council’s highway maintenance partner)
- Utility companies

---

2. Impacts on People

2.1 Where you have identified a positive* impact please explain the nature of this impact.

**Guidance Notes:**
If you identify positive impacts with regards to one or more groups listed above please outline how these can be enhanced and maintained against each group identified. Specific actions to be detailed in action plan below.

*By positive impact we mean, is there likely to be a noticeable improvement experienced by people sharing a characteristic?

Positive impact for road users. The scheme will reduce frustration of users by improving road layout (creating a better junctions), improve smoothness of the journey from resurfacing of the carriageway, improve progress on route by increasing lane numbers and improving an existing junction which is problematic in terms of congestion. Easing stationary traffic on the road and increasing the speed of traffic movements through improved junctions will reduce the risk smash and grab from vehicles.
### Guidance Notes:
Please use this box to explain why you feel the proposal may be negative and outline what the consequences will be against each group identified. You will need to identify whether mitigation is available, what it is and how it could be implemented. Specific actions to be detailed in action plan below.

*By negative impact we mean is there likely to be a noticeable detrimental effect on people sharing a characteristic?*

If you can identify no mitigation with regards to negative impacts on one or more of the protected groups you must contact the Social Justice Unit – Click the email link box above.

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>N/A</strong></td>
<td></td>
</tr>
</tbody>
</table>

### Guidance Notes:
You need to be confident that you have provided a sufficient explanation to justify this judgement.

*By neutral impact we mean that there will be no noticeable impact on people sharing a characteristic*
4. Impacts on Poverty & Inclusion
If you have identified an impact on tackling poverty/promoting social inclusion, please describe here what you believe this would be and who you believe would be affected.

**Guidance Notes:**
By poverty and inclusion we mean - is the proposal likely to have a noticeable effect on households that are vulnerable to exclusion, e.g. due to poverty, low income and/or in areas of high deprivation. You need to consider here actions to enhance and maintain positive impacts or mitigate negative impacts.

**Specific actions to be detailed in action plan below**
If you can identify no mitigation to negative impacts on tackling poverty or promoting social inclusion you must contact the Social Justice Unit for advice - Click email link box above

N/A
### 5. Health & Wellbeing

If you have identified an impact with regards to promoting Health and Wellbeing please consider the questions below in more detail.

#### 5.1 Please describe what this impact is and who may be specifically affected by the proposal.

**Guidance Notes:**
By impact on health and wellbeing we mean - is there the potential for a positive or negative impact on the physical, mental or social well-being of an individual / group. You need to consider here actions to enhance and maintain positive impacts or mitigate negative impacts.

**Specific actions to be detailed in action plan below**
If you are unable to identify mitigation to questions 5.1 and 5.2 then you must contact the Public Health Team for advice. - Click email link box above

<table>
<thead>
<tr>
<th>N/A</th>
</tr>
</thead>
</table>

#### 5.2 Will the proposal impact positively or negatively on access to, and /or quality of, health and wellbeing services?

**Guidance Notes:**
By Health and Wellbeing services we mean clinical services as well as, for example, health improvement services such as Stop Smoking, weight management, alcohol and drug services, exercise programmes, affordable warmth, falls prevention etc.
You need to consider here actions to enhance and maintain positive impacts or mitigate negative impacts.

**Specific actions to be detailed in action plan below.**
If you are unable to identify mitigation to questions 5.1 and 5.2 then you must contact the Public Health Team for advice. - Click email link box above

<table>
<thead>
<tr>
<th>N/A</th>
</tr>
</thead>
</table>

---

### 6. Impacts on the natural & built environment

If you have identified an impact on the natural and built environment please consider the questions below.

Are there aspects of this proposal that may:

- **a)** help in reduction of greenhouse gas emissions, produced by the burning of fossil fuels (i.e. coal, oil), which is likely to add to the effects of climate change
- **b)** have an effect on conservation of energy, water, minerals and materials
c) have an impact on the amount of waste that could be generated through the implementation of the proposal
d) impact positively or negatively on access to and the quality of the natural environment (e.g., parks, play areas, green spaces, conservation areas)
e) improve people's or infrastructure's resilience towards extreme weather conditions
f) affect amount of car journeys to/from a particular site

**Guidance Notes:**
If you identify positive impacts with regards to questions please outline how these can be enhanced and maintained. If you identify negative impacts in response to questions then you will need to explain any actions that you intend to take to mitigate these impacts.

**Specific actions to be detailed in action plan below**
If you are unable to identify mitigation with regards to questions 6.a-f then you must contact the Strategy and Sustainability Team at myclimate@luton.gov.uk as a more detailed specialist consideration of this proposal will be necessary. Click email link box above

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>a)</strong> For Greenhouse gas emissions (CO2e tonnes) there is likely to be no change from the proposals, in terms of overall assessment there is likely to be no change apart from those projected at a national scale from the transport sector.</td>
<td></td>
</tr>
<tr>
<td><strong>d)</strong> The improvements in road layout (creating better junctions), resurfacing of carriageway, better signals and increasing lane numbers will have an moderate benefit to the quality of the local environment. An overall easing of traffic congestion and improved journey quality will have much wider benefits to the Townscape of Luton.</td>
<td></td>
</tr>
<tr>
<td><strong>f)</strong> The scheme will be improving road layout and progress on route by increasing lane numbers and ease congestion by increasing the speed of traffic movements through improved junctions.</td>
<td></td>
</tr>
</tbody>
</table>
Please detail all actions that will be taken to enhance and maintain positive impacts and to mitigate any negative impacts relating to this proposal in the table below:

<table>
<thead>
<tr>
<th>Action</th>
<th>Deadline</th>
<th>Responsible Officer</th>
<th>Intended Outcome</th>
<th>Date Completed/Ongoing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review IIA if bid is successful / post bid submission</td>
<td>April / May 2013</td>
<td>KD</td>
<td>Update impacts</td>
<td></td>
</tr>
</tbody>
</table>

A review of the action plan will be prompted 6 months after the date of completion of this IIA.

Key Contacts:
Keith Dove Transportation Strategy & Regulation Mgr.
Contact telephone number: 01582 547211 Email address: keith.dove@luton.gov.uk

Summary of Findings and Actions (for publication and to be written by the author)

The proposals set out will address junctions and roads which have always had ‘pinch point’ issues in terms of congestion, the improvements are also likely to have a much more positive effect on traffic movements than simply those within the bid but rather help to improve traffic flows to the town itself.
Next Steps

- All Executive Reports must have an IIA attached (where relevant)
- All report authors must complete the IIA section of Executive Reports (equalities, cohesion, inclusion, health, environment)
- All reports are to be forwarded to the Social Justice Unit, Public Health and Strategy & Sustainability Unit for sign off in time for Executive deadline
- Social Justice Unit, Public Health and Strategy & Sustainability Unit to highlight key points of concern from IIA in their sign off comments
- On the rare occasion that the Social Justice Unit are unable to sign off the report, e.g. recommendations are in breach of legislation, a statement will be submitted by Social Justice Unit Manager or Equality and Diversity Policy Manager
- Completed and signed IIA’s will be published on the internet once the democratic process is complete
APPENDIX D

Letters of Support
19 February 2013

Mr Keith Dove
Transport & Strategy Team
Luton Borough Council
Town Hall
George Street
Luton
Bedfordshire LU1 2BQ

Dear Keith

Napier Park and Stirling Place, Luton

The Augur Group, acting as Development Manager on the redevelopment of both Napier Park and Stirling Place sites in Luton, is fully endorsing the Local Pinchpoint funding submissions by Luton Borough Council namely: the improvement of two junctions/sections of road on the A505 corridor that runs east-west through the conurbation; the Windmill Road/Kimpton Road junction and the section of Dunstable Road between the traffic signalised junction with Cardiff Road/Inkerman Street and the offset roundabout at its junction with Hatters Way/Telford Way. We firmly believe that Pinchpoint funding will unlock key development sites around the Borough and will enhance the economic growth potential of the region as whole.

Finally, we confirm that, in respect of a previously approved Planning Application for Napier Park, the Council secured an advance of some of the agreed Section 106 monies. We understand that they intend to use some of this money as the third party contribution towards the improvement of the Kimpton Road/Windmill Road junction and we support the use of this contribution towards this improvement.

Should you wish to discuss any of the aforementioned in more detail, please do not hesitate to contact our offices.

Kind Regards

Yours sincerely

George Adamopoulos

T: 020 7647 9030 F: 020 7647 9930

Augur Group Limited, 6 Grosvenor Street, London W1K 4PZ


ALL TRANSACTIONS ARE SUBJECT TO CONTRACT
Dear Keith

**Re: Submission by Luton Borough Council for Local Pinchpoint Funding**

I am writing on behalf of Bedfordshire Chamber of Commerce in support of Luton Borough Council’s submission for Local Pinchpoint Funding to improve two junctions/sections of road on the A505 corridor.

Both of the areas proposed for improvements serve areas of significant activity. Bedfordshire Chamber of Commerce strongly believes that the development of Napier Park/Stirling Place represents a pressing need for junction improvements due to expected increased traffic in this area. Already the existing roundabout is unequal to the volume of traffic and this can only become worse when the area is fully developed.

The developments around Napier Park/Stirling Place do not sit in isolation and improvements to the road system around this area benefit not only this area and business around Kimpton Road but also the area around London Luton Airport. Both the Kimpton Road area and the airport are recognised as important centres of employment and enterprise with the potential to build on this advantage if the road network is improved.

The sections of road around Cardiff Road/Inkerman Street and Hatters Way/Telford Way also serve areas of significant employment and enterprise and are connected to important routes through Central Luton and out to further areas of the town, Dunstable and Bedford. Currently movement around this area is severely compromised by traffic congestion, slowing progress along the bypass and creating problems at busy times of day. Improvements will allow greater use of these connecting routes, enabling business to move around more efficiently and allow a great number of individuals to seek employment in Luton from further afield.

As a Chamber of Commerce our main aims are encouraging inward investment and employment into the area and removing obstacles to businesses operating efficiently. We strongly believe these improvements meet these aims and therefore offer our unequivocal support to the proposals.

Yours sincerely

Cheryl Smart MBE
Chief Executive
Mr Keith Dove
Luton Borough Council
Town Hall
George Street
Luton
LU1 2BQ

20 February 2013

Dear Keith,

LOCAL PINCHPOINT FUNDING

I refer to your e-mail requesting a letter of support for Local Pinchpoint funding to improve two junctions/sections of road on the A505 corridor that runs east-west through the conurbation; the Windmill Road/Kimpton Road junction, and the section of Dunstable Road between the traffic signalised junction with Cardiff Road/Inkerman Street and the offset roundabout at its junction with Hatters Way/Telford Way.

In particular Centrebus operates a 12 minute frequency service between Luton and Dunstable and beyond, which pass along the section of Dunstable Road between Cardiff Road/Inkerman Street signals and the Hatters Way/Telford Way roundabout. A reduction in traffic congestion along this section of Dunstable Road and the junctions at either end would therefore improve the journey time reliability for bus services on the north western approach routes to and from the town centre.

The company also operates some buses along Windmill Road, although these are less frequent. Incorporating the Busway into the junction of Kimpton Road / Windmill Road junction will also reduce delays to these services.

Centrebus therefore supports both bids being prepared by the Council.

Yours sincerely,

Dave Shelley
Commercial Director
18th February 2013

Dear Keith,

LOCAL PINCHPOINT FUNDING

I refer to your e-mail requesting a letter of support for Local Pinchpoint funding to improve two junctions/sections of road on the A505 corridor that runs east-west through the conurbation; the Windmill Road/Kimpton Road junction, and the section of Dunstable Road between the traffic signalised junction with Cardiff Road/Inkerman Street and the offset roundabout at its junction with Hatters Way/Telford Way.

Around two thirds of employees at London Luton Airport and the surrounding Campus live locally; whilst some live in residential areas to the north of the airport site, a large proportion are drawn from the wider Luton Dunstable Houghton Regis conurbation and would use the A505 between the town centre and the airport approach road to get to and from work.

Reducing congestion at both the Kimpton Road / Windmill Road junction improvements and the section of Dunstable Road between the Cardiff Road/Inkerman Street signals and the offset roundabout at its junction with Hatters Way/Telford Way will improve the journey to work and also assist local people who fly from the airport.

Incorporating the Busway into the junction of Kimpton Road / Windmill Road junction will also reduce delays to buses and coaches using the Busway and Kimpton Road to get to and from the airport, which will encourage greater use of the Busway both for passengers and airport employees.

The airport therefore supports both bids being prepared by the Council.

Yours sincerely

Glyn Jones
Managing Director
Keith Dove,
Transportation Strategy & Regulation Manager
Luton Borough Council,
Town Hall
LUTON

19th February 2013

Dear Keith,

Re: Pinchpoint Fund: Luton Borough Council’s application for improvements to congested junctions on A505

I am writing on behalf of the Board of the South East Midlands Local Enterprise Partnership (SEMLEP) to support the bid for pinchpoint funds for improvements to the A505 to relieve congestion at the junction with Kimpton Road and the section of the Dunstable Road between Inkerman Street and the Hatters Way.

This is a strategic route, which is essential to enable growth in the Dunstable Houghton Regis area north of Luton. These junction improvements are designed to address key congestion points on the network and will also facilitate growth that is of strategic importance for the SEMLEP area.

This scheme fits well with the objectives of SEMLEP, as set out in its Business Plan ‘Getting down to business - Plan for growth April 2012-13 to support growth in homes and jobs.

I am therefore pleased to endorse the application and offer SEMLEP’s full support.

Kind regards

Dr Ann Limb OBE DL, Chair of SEMLEP
Keith Dove
Transportation Strategy & Regulation Manager
4th Floor
Town Hall
Luton LU1 2BQ

15th February 2013

Dear Keith

LOCAL PINCHPOINT FUNDING

I write on behalf of the owners and management of The Mall Shopping Centre, Luton. The Mall is the 900,000 sq ft primary retail location for Luton town centre.

I refer to the Local Pinchpoint funding submissions from Luton Borough Council to improve two junctions/sections of road on the A505 corridor; the Windmill Road/Kimpton Road junction and the section of Dunstable Road between the traffic signalised junction with Cardiff Road/Inkerman Street and the offset roundabout at its junction with Hatters Way/Telford Way.

We see these improvements as fundamental not only to the immediate retail prosperity of Luton but more importantly to our longer term development plans and prospects for attracting new retailers to the town centre.

The implementation of the scheme to improve traffic flow into the town centre of Luton is fundamental to building confidence for existing businesses as well as those we are keen to attract in the coming years and not just for The Mall Shopping Centre, but for Luton Town Centre as a whole.

The current congestion experience by customers and hauliers is detrimental to the image of Luton and therefore has economic consequences on a daily basis. Infrastructure capacity lies at the heart of the regeneration and development of Luton as a whole and as such we are firmly committed to supporting this development.

Yours sincerely

Mark Broadhead
General Manager
20th February 2013

Dear Keith,

LOCAL PINCHPOINT FUNDING

I refer to Luton Borough Council’s Local Pinchpoint funding submissions to improve two junctions/sections of road on the A505 corridor that runs east-west through the conurbation; the Windmill Road/Kimpton Road junction, and the section of Dunstable Road between the traffic signalised junction with Cardiff Road/Inkerman Street and the offset roundabout at its junction with Hatters Way/Telford Way.

VolkerHighways is Luton Borough Council’s term highway maintenance contractor, and in this role also constructs a number of smaller highway and junction improvements for the Council. We have been pleased to provide assistance to the Council in preparing their Local Pinchpoint submissions bids.

Once these bids are approved we would anticipate continuing to work with the Council to develop the proposed design of these schemes and undertake any construction works.

Yours sincerely

NG Wilson
Estimating Director
DD: 01992 305354
Mob: 07931 596 985
e-mail: nick.wilson@volkerhighways.co.uk
APPENDIX E

Appraisal Summary Table and Scheme Impacts

Pro-forma
**Transport Strategy & Regulation**

**Name of scheme:** Dunstable Road improvement (Cardiff Road/Inkerman Street - Telford Way / Hatters Way).

**Description of scheme:** The proposed scheme moves the central reserve over to create two northbound lanes and three southbound lanes, and re-constructs the Cardiff Road / Inkerman Street junction.

**Description of scheme:** The proposed scheme moves the central reserve over to create two northbound lanes and three southbound lanes, and re-constructs the Cardiff Road / Inkerman Street junction.

<table>
<thead>
<tr>
<th>Impacts</th>
<th>Summary of key impacts</th>
<th>Quantitative</th>
<th>Qualitative</th>
<th>Monetary (NPV)</th>
<th>Distributional</th>
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</thead>
<tbody>
<tr>
<td><strong>Business users &amp; transport providers</strong></td>
<td>Improve journey time reliability</td>
<td>Moderate</td>
<td>Neutral</td>
<td>£0.250m</td>
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<tr>
<td><strong>Reliability of people</strong></td>
<td>Moderate to large</td>
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<td>Neutral</td>
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<td>N/A</td>
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<tr>
<td><strong>Road quality</strong></td>
<td>Neutral</td>
<td>Neutral</td>
<td>Moderate to large</td>
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<tr>
<td><strong>Journey quality</strong></td>
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</tr>
<tr>
<td><strong>Security</strong></td>
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<td>Neutral</td>
<td>Neutral</td>
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</tr>
<tr>
<td><strong>Access to services</strong></td>
<td>Improve access to Luton town centre from the south east side of the town by reducing congestion</td>
<td>Neutral</td>
<td>Neutral</td>
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<td>N/A</td>
</tr>
<tr>
<td><strong>Affordability</strong></td>
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<td>Neutral</td>
<td>N/A</td>
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</tr>
<tr>
<td><strong>Option values</strong></td>
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<td>N/A</td>
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<td><strong>Cost to main stakeholders</strong></td>
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<td>Neutral</td>
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<td><strong>Impact on businesses/users</strong></td>
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<td>Neutral</td>
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<td>N/A</td>
</tr>
<tr>
<td><strong>Indirect Tax Revenues</strong></td>
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<td>Neutral</td>
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**Date produced:** Feb-12  
**Name:** Keith Dove  
**Role:** Transportation Strategy & Regulation
<table>
<thead>
<tr>
<th>Scenario</th>
<th>Key Performance Indicators</th>
<th>Unit</th>
<th>AM Peak Hr Weekday</th>
<th>PM Peak Hr Weekday</th>
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<tbody>
<tr>
<td></td>
<td>Number of highway trips affected</td>
<td>vehicles</td>
<td>5,231</td>
<td>5,757</td>
</tr>
<tr>
<td></td>
<td>Total vehicle travelled time</td>
<td>vehicle-hours</td>
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<td></td>
</tr>
<tr>
<td></td>
<td>Total vehicle travelled distance</td>
<td>vehicle-km</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total network delays</td>
<td>vehicle-hours</td>
<td>687</td>
<td>870</td>
</tr>
<tr>
<td></td>
<td>Highway peak period conversion factor</td>
<td></td>
<td>2.61</td>
<td>2.76</td>
</tr>
<tr>
<td>Do-Minimum</td>
<td>Number of PT passenger trips on affected routes</td>
<td>passenger trips</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Bus journey time on affected routes</td>
<td>minutes</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total PT travelled time</td>
<td>passenger-hrs</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total PT travelled distance</td>
<td>passenger-km</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>PT peak period conversion factor</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Number of walking and cycling trips</td>
<td>person trips</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mode share in affected area</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Walking and cycling</td>
<td>person trips</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Rail</td>
<td>person trips</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Car</td>
<td>person trips</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>person trips</td>
<td></td>
<td></td>
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<tr>
<td>Do-Something</td>
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<td>vehicles</td>
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<td>5,757</td>
</tr>
<tr>
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<td>Total vehicle travelled time</td>
<td>vehicle-hours</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total vehicle travelled distance</td>
<td>vehicle-km</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total network delays</td>
<td>vehicle-hours</td>
<td>806</td>
<td>981</td>
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<tr>
<td></td>
<td>Highway peak period conversion factor</td>
<td></td>
<td>2.61</td>
<td>2.76</td>
</tr>
<tr>
<td></td>
<td>Number of PT passenger trips on affected routes</td>
<td>passenger trips</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Bus journey time on affected routes</td>
<td>minutes</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total PT travelled time</td>
<td>passenger-hrs</td>
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<td>Total PT travelled distance</td>
<td>passenger-km</td>
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<td>PT peak period conversion factor</td>
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<td>Number of walking and cycling trips</td>
<td>person trips</td>
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<td>Mode share in affected area</td>
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<tr>
<td></td>
<td>Walking and cycling</td>
<td>person trips</td>
<td></td>
<td></td>
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<td></td>
<td>Rail</td>
<td>person trips</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Car</td>
<td>person trips</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>person trips</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
APPENDIX F

Note on traffic modelling work
1 Luton Pinch Point Application-Dunstable Road improvements

1.1 The scheme

1.1.1 A scheme has been proposed to reduce queuing and delay along Dunstable Road between Hatters Way and Cardiff Road. The scheme consists of the following:

- Updating/improving the Cardiff Road/Inkerman Street/Dunstable Road signalised junction;

- Increasing the number of lanes on the eastbound carriageway of Dunstable Road from 2 to 3; and

- Reducing the number of lanes on the westbound carriageway of Dunstable Road from 3 to 2.

1.2 Modelling

1.2.1 This assessment was undertaken using the SATURN models for the AM and PM peak that were developed for the assessment of the Luton Town Centre Transport Scheme, which entered the DfT's Development Pool in December 2011 and for which the Full Approval Business Case has recently been submitted to the DfT. Further technical information on this model can be found on www.luton.gov.uk/tcts.

1.2.2 Given the construction of the Town Centre Transport Scheme, which forms the missing link on the eastern side of the town centre, is due to start in mid 2013 (subject to DfT approval), the modelling work undertaken in order to assess the benefits of this pinchpoint submission assumes that the whole town centre ring road is complete.

1.2.3 The Do Something Opening Year SATURN models were reviewed to assess the impact of the proposed improvements along the Dunstable Road. The flows from the SATURN model were utilised to provide the traffic flows for LINSIG models to assess the benefits from the proposed improvements.

1.2.4 Two scenarios were used:

- 2015 Do Minimum Road network without the Dunstable Road scheme

- 2015 Do Something Road network with the Dunstable Road scheme

1.2.5 Local factors were obtained from ATC data to factor the AM peak and PM peak hour flows up to 3 hour peak flows. These factors, derived in the modelling work for the Town Centre Transport scheme, are 2.611 for the AM peak and 2.764 for the PM peak periods.

1.3 Reductions in delays resulting from the scheme

1.3.1 The following table details the Total Flow and Total Delay in pcu Hrs for the Opening Year Peak periods with and without the scheme. This information has also been input into the Local Pinchpoint Fund scheme impact proforma.
<table>
<thead>
<tr>
<th>Scenario</th>
<th>Period</th>
<th>Total Flow (pcu’s)</th>
<th>Total Delay (pcuhr)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening Year Without Scheme</td>
<td>AM</td>
<td>5231</td>
<td>806.17</td>
</tr>
<tr>
<td></td>
<td>PM</td>
<td>5757</td>
<td>981.34</td>
</tr>
<tr>
<td>Opening Year With Scheme</td>
<td>AM</td>
<td>5231</td>
<td>686.61</td>
</tr>
<tr>
<td></td>
<td>PM</td>
<td>5757</td>
<td>870.39</td>
</tr>
<tr>
<td>Difference</td>
<td>AM</td>
<td>0</td>
<td>-119.56</td>
</tr>
<tr>
<td></td>
<td>PM</td>
<td>0</td>
<td>-110.95</td>
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</tbody>
</table>

1.3.2 Comparison of these figures demonstrates that the improvements to this section of Dunstable Road, and in particular the new traffic signals at its junction with Cardiff Road/Inkerman Street, will result in a 14.8% reduction in delays in the AM peak period and 11.3% in the PM peak period, equating to a reduction in average peak period delays of 12.9%.

1.4 Economic performance

1.4.1 The SATURN model outputs have also been input to TUBA in order to assess the monetary valuation of these reductions in delay (discounted to 2002 prices and values as required by WebTAG). This resulted in an economic efficiency valuation for personal and business users/providers of £11.837m.

1.4.2 The Present Value Benefits (PVB) of the scheme, after taking account of the impact of these journey delay reductions on indirect taxation revenue, is £11.597m.

1.4.3 The Present Value Costs (PVC), based on the out-turn cost outlined in section B4 of the Application (also discounted to 2002 prices), is £0.969m.

1.4.4 Dividing the PVB by the PVC results in a Benefit:Cost Ratio of 11.97.

Note prepared based on information supplied by:
Pell Frischmann Consultants Ltd
9-10 Frederick Road
BIRMINGHAM
B15 1JD
APPENDIX G

Joint letter from Section 151 Officer and Head of Procurement
Steve Berry  
Local Transport Funding, Growth & Delivery  
Department for Transport  
Great Minster House  
33 Horseferry Road  
London  
SW1P 4DR

21st February 2013

Dear Steve

LUTON BOROUGH COUNCIL APPLICATIONS FOR LOCAL PINCHPOINT FUND

I refer to Luton Borough Council’s Local Pinchpoint funding submissions to improve two junctions/sections of road on the A505 corridor that runs east-west through the conurbation; the Windmill Road/Kimpton Road junction, and the section of Dunstable Road between the traffic signalised junction with Cardiff Road/Inkerman Street and the offset roundabout at its junction with Hatters Way/Telford Way.

I understand that, as part of these submissions, the Council’s Section 151 Officer and Head of Procurement have to write confirming that each of these proposals is legally compliant and is likely to achieve the best value for money outcome.

As indicated in response B7b on the form, it is our intention to carry out any design work in-house, and to either use Volker Highways (the Council’s term maintenance contractor) or one of the contractors in the Eastern Highways Alliance (EHA) framework to construct the scheme.

With regard to Volker Highways they are the Council’s term maintenance contractor until June 2016.

Turning to the EHA framework, 16 Expressions of Interest were received following an OJEU notice published in 2011 from the following contractors:- Osborne, Jackson, Galliford, May Gurney, Balfour, Tarmac, Eurovia, Interserve, Volker, North Midland, Farrans, Lafarge, Breheny, Amey, Aggregate Industries, and Murphy.

Following the prequalification stage of the procurement process, the following contractors were invited to tender; Osborne, Jackson, Galliford, May Gurney, Balfour, Eurovia, Interserve, Tarmac and Farrans. Interserve & Galliford subsequently withdrew from the process.

Having assessed the Tenders, the Eastern Highways Alliance framework contract was then awarded to Osborne, Jackson, Eurovia & Tarmac.
I trust this information meets the requirements in support of the Council’s Local Pinchpoint Fund submissions. In the meantime please do not hesitate to contact me or William Clapp if you need any further information. I am confident that each of the proposals is legally complaint and likely to achieve the best value for money outcome.

Yours sincerely

Dave Kempson
Head of Finance
Section 151 Officer

William Clapp
Head of Procurement & Shared Services