

DISTILLATE GLOSSARY

A

Accessibility The accessibility of an activity to an individual is the ease with which the individual can get to the places where that activity can be performed. Accessibility planning was introduced as an aspect of the second **Local Transport Plan** process as a means of measuring the accessibility of certain essential services to disadvantaged groups.

Actor Any Person (or thing) which has **Agency**

Agency Agency is the ability of an individual actor to act, within the framework of social **structure**. Agency can also be used to describe the process by which culture influences action.

Appraisal A method of assessing the relative merits of different strategies or projects before they are selected for implementation.

B

Barker Review This review, published in 2004, sets out a range of policy recommendations for improving the housing market. It outlines ways in which required additional investment can be attained, and introduces the Planning Gain Supplement to ensure that local communities share in the value of development.

Barrier An obstacle which prevents a given policy instrument, strategy objective or goal from being implemented or achieved, or limits this in some way. A constraint is similar.

Best Value Performance Indicators These are a statutory set of 90 indicators which have been developed by Government departments under the Local Government Act 1999 to measure the performance of local authorities. The data collected in relation to these indicators is audited annually by the Audit Commission.

Best Value Performance Plan Under the Local Government Act 1999 all councils are required to produce an annual plan which details how they are performing in relation to Best Value Performance Indicators. They are required to make a summary of the plan available to all households and businesses within its areas.

Bond A bond is a form of borrowing which can be used to raise capital to be spent on specific transport projects. It can take the form of medium or long-term security and must be paid back at specified intervals. It may or may not involve repayment of interest.

Bounded Rationality The ability of individuals to operate as rational actors is limited or bounded by the structure within which they are operating

Business Improvement District A Business Improvement District, provided for in the Local Government Act 2003, is a partnership arrangement through which, subject to the agreement of rate-payers, local authorities and the local business community can take forward schemes which will benefit the local community. They are initiated by the business sector and funded, at least in part, by an agreed increase in business rate payments.

C

Capital Assets that are used to provide transport services.

Central Government Funding The Department for Transport (DfT) allocates to local authorities central government funding received from the Treasury and from Europe.

Cohesion Fund This fund, established in 1994, provides financial assistance to projects which have the potential to enhance the economic and social cohesion of EU member states. It provides a significant amount of finance to projects relating to the environment and trans-European transport infrastructure networks.

Commission for Integrated Transport Established in 1998 in the Integrated Transport White Paper, its function is to provide independent advice to Government on the implementation of integrated transport policy. CfIT also monitors developments across transport and other related sectors and reviews progress made towards the attainment of objectives.

Community Initiatives Financed by the Structural Funds, the Community Initiatives support new and innovative approaches in a range of fields including transport, with the purpose of making their findings available to other EU member states.

Community Programmes Community Programmes aim to strengthen co-operation amongst EU member states regarding EU policies. They are financed from the general budget of the EU.

Complementarity A condition where the component instruments of a strategy have a greater beneficial effect than any instrument on its own.

Congestion Charging Involves the charging of motorists within an area which typically suffers from congestion. Fees can be charged when entering an area, but also by day, time, distance, or class of vehicle. The main aims of the charge are to reduce congestion (reducing delay and improving air quality), and also raise revenue, which can be used for sustainable transport improvements.

Consumption Taxes A revenue collecting mechanism which taxes people on what they spend as opposed to what they earn.

Cost-Benefit Analysis Appraisal of the economic efficiency of a strategy, by weighing the costs of a strategy against the benefits it might bring, over a number of years into the future.

Culture The shared values, aspirations, goals, knowledge and understanding of a group of people. Individuals can take part in a number of 'cultures' simultaneously, for example national, local, religious, political and professional cultures.

D

DfT The UK's Department for Transport, which sets national transport policy as well as producing guidance for its implementation and administering transport funding at national and local levels.

Developer Contributions Developer contributions, which are provided for in the Town and Country Act 1990, are intended to ensure that developers make the appropriate financial provision for any additional infrastructure and services that are required to mitigate the impacts of a new development.

Developer Levies One-off or irregular payments that contribute towards public facilities which directly meet the service needs of an area of new development. This term is relatively rarely used in the UK.

Development Buy-in Charge Developers or landowners can be charged for some aspects relating to the implementation of new infrastructure.

Development Charges An innovative funding mechanism which enables charges to be imposed upon land to pay for increased capital costs which arise from development of an area. These can take many forms, such as planning gain, freehold levies, and buy-in charges.

E

Efficiency (or economic efficiency) Maximising the benefits which users can gain from the transport system, after taking account of the costs of provision and operation of the system

Environment Environmental impacts include noise, air pollution, vibration, visual intrusion, severance, intimidation, and the loss of flora, fauna and historic buildings

Equity Equality, especially between different groups in society, in opportunities to travel, costs of travel and environmental and safety impacts of travel.

European Agricultural Guidance and Guarantee Fund This fund supports businesses, public agencies and voluntary bodies in the agriculture, environment, food processing and forestry sectors. It aims to support the competitiveness of agriculture as a key activity in rural areas and to enhance the sustainability of rural areas.

European Investment Bank As the EU's financing institution the EIB supports the integration, development and economic and social cohesion of Member States. It allocates funds on favourable terms towards financing capital projects according to EU objectives.

European Objective One Objective One was a funding programme which ran from 2000 to 2006, with the aim of promoting the development and structural adjustment of regions whose development is lagging behind. In England, three areas were designated for Objective One support: Cornwall and the Isles of Scilly, South Yorkshire and Merseyside.

European Regional Development Fund This fund, which is part of the Structural Funds, can be spent on a range of capital and revenue projects. It is aimed at economic regeneration promoted by the public sector and it has a strong emphasis towards addressing regional inequalities.

European Social Fund Created in 1957 it is the EU's main source of financial support to improve employability and human resources. It is one of four of the EUs Structural Funds and is designed to make Europe's workforce and companies better equipped. From 2000 to 2006 the ESF granted €70 billion to people and projects across the EU.

Evaluation The process of assessing the worth of a proposal once it has been implemented. Here the issue of prediction no longer arises, but is replaced by concerns over which impacts are measured, and how they are measured.

F

G

Goals Anything which actors try to attain through activity.

Grants Grants can take the form of revenue and/or capital support for transport projects. If a project fulfils certain criteria then grants can be applied for from a range of organisations, although they are typically from government departments.

Grounded theory, grounded approach – Grounded theory is a process in social reasearch whereby data is gathered and theories are extrapolated in a series of iterative processes. The data must be qualitative and high quality so as to inform high quality analysis. The point of a grounded approach is to deliver good data-concepts links.

H

I

Impact One of the specific effects of the proposal e.g. a change in the levels of noise in the area around a proposal. Impacts can be specific to a geographical point or area (eg a change in pollution levels), or more general (e.g. emissions of greenhouse gases). Impacts are changes relative to a situation in which the proposal is not carried out. The impacts are the differences caused by the proposal.

Indicator A particular quantified impact, selected as somehow representative and worthy of particular attention in terms of monitoring or reporting. Indicators can be

output indicators (e.g. number of kilometers of cycle route constructed) or outcome indicators which are related more directly to particular objectives (e.g. air pollution levels which might contribute towards an objective of improving air quality).

'Inside the box' solutions Strategy or scheme options that either replicate solutions from elsewhere, or use the components from existing strategies and schemes in new combinations.

Instrument Also known as measures, instruments are the specific components (e.g. lower bus fares, road pricing) of a strategy.

Intergenerational equity Meeting the needs of the present without compromising the ability of future generations to meet their own needs.

Integration Integration involves combining instruments so that they reinforce one another and create synergy in meeting objectives

J

K

L

Land use The function of a given area of land. Examples of types of land use include: residential, industrial, commercial, agricultural and recreational

Land Value Capture See Land Value Tax.

Land Value Tax (LVT) LVT is the policy of raising revenues by charging each landowner a proportion of the assessed site-only value of improved land (through development).

Liveable streets Pleasant street and outdoor conditions. This includes the positive external effects on social, cultural and recreational activity in neighbourhoods.

Local Authority Business Grant Incentive This grant is distributed to local authorities as a reward for their contribution to economic development.

Local Transport Plan LTPs are the mechanism by which local highway authorities set out their transport plans and apply for central government transport funding. The first five-year LTPs were submitted in 2000, covering the period from 2001/02 to 2005/06. The second LTPs (LTP2) covered the period 2006/7 to 2010/11 and were submitted to DfT in 2006. Each LTP is monitored by means of Annual Progress Reports (APRs).

M

Magnitude The size of the impact of a scheme e.g. how many minutes of travel time savings will result. The magnitude of the impacts will vary between schemes

Management How the transport system is managed and operated, usually to reduce congestion and accidents and to protect the environment. Demand management encompasses measures to affect how people travel. Traffic management is the allocation of road space to different users

Match Funding Match funding refers to the finance or commitment put forward as a contribution to the eligible costs of a project. It can come from either private or public sources.

Mobility Ease of moving about.

Model A representation of the relationships within the land use / transport system; widely used to predict the outcomes of transport strategies. Traditionally models in transport studies are mathematical models, though they may take other forms in social science disciplines.

Monitoring A continuous programme of measuring changes in the transport system

Morphological box analysis A systematic way of deriving new strategies or schemes, by generating new permutations of combinations from the components of existing strategies/schemes.

Multi-criteria appraisal Appraisal against more than one objective.

N

Norms – rules which guide actors' behaviour.

O

Objective A broad improvement which might be a hoped for outcome of a proposal. An objective specifies the direction for improvement, but not the means of achieving it. An objective may be codified as a target level of an indicators which taken to represent the achievement of the objective.

Objective function One or more objectives incorporated into a mathematical expression, often used in modelling as part of an optimisation process.

Optimal An optimal strategy is one which performs best against its objectives.

Optimisation A (mathematical) process to determine the optimal transport strategy.

'Outside the box' solutions Strategy or scheme options that are either wholly new, or contain components that have not been included in previous solutions.

P

Performance Some measure of the worth of a proposal.

Planning Gain Planning Gain is where local authorities can impose conditions on a planning permission. These conditions can only be for supporting infrastructure directly related to the development.

Planning Obligations See **Section 106 Agreements**.

Policy A broad approach towards transport and land use planning, including the specification of objectives and the choice of a strategy and its component instruments.

PPG13 This Policy Planning Guidance note issued by the Department for Communities and Local Government (DCLG) determines national policies to integrate planning and transport at the national, regional, strategic and local level and to promote more sustainable transport choices.

Pricing The way in which users are charged for using the transport system. Road pricing is a pricing system where motorists pay directly for using the roads.

Private Finance Initiative (PFI) A form of Public Private Partnership which acts as an additional source of funding for major projects, such as infrastructure, educational establishments and hospitals. The private sector is given the chance to provide the required facilities. In return for providing the infrastructure, the private sector receives shadow tolls or charges fees over an agreed period of time.

Private Sector Funding Funding that is received from companies of either limited or unlimited liability (i.e. most commercial organisations).

Proposal The proposed course of action to be appraised, this may be a particular scheme (e.g. a new piece of infrastructure), an initiative (e.g. a travel plan) or a strategy (a collection of schemes and/or initiatives considered as a package)

Public Private Partnerships This term can be used to refer to any collaboration between public bodies, such as local authorities or central government, and private companies. They are generally regarded as the best way to secure improvements in public services.

Q

R

Regional Development Agencies The nine RDAs were set up by the Government to promote sustainable economic development in England. They are business-led and their main task is to assist English regions to improve their relative economic performance and to reduce social and economic disparities between regions.

Regional Planning Guidance RPG is policy guidance issued by the government on a regional basis. Specific regions are provided with broad strategic policies and targets.

Regional Spatial Strategy These strategies set out the Government's planning and transport policy for each region in England for a 15 to 20 year period. They provide frameworks for determining planning applications and for preparing both **Local Transport Plans** and local development documents.

Reliability For the road system, reliability means little daily variation in travel time. For the public transport system, it means that vehicles depart and arrive on schedule.

Revenue Income from transport pricing

Road Pricing/Road User Charging a pricing system where motorists pay directly for using the roads.

Road Tolling See **Road Pricing**.

Robust Likely to be successful in a wide range of future scenarios.

S

Scenario A possible future set of demographic and economic conditions.

Section 106 Agreements Section 106 of the Town and Country Planning Act 1990 allows local planning authorities to enter into a legally-binding agreement or planning obligation with a land developer over a related issue. They are also often known as developer contributions.

Sensitivity analysis Sensitivity analysis is a programme of tests of a strategy to find out how its performance changes with changes in the assumptions made.

Single Capital Pot Introduced in 2002, the Single Capital Pot delivers capital support to local authorities with the aim of improving performance and services. It replaces previous separate allocations for transport, housing, education and health and requires authorities to produce a Capital Strategy and an Asset Management plan to ensure the best use is made of public sector assets.

Single Programming Documents To attain funding from certain EU sources, such as Objective 1 and Objective 2 of the Structural Funds, these written documents are required to be formulated setting out how the funding awarded will be invested.

Single Regeneration Budget (SRB) Established in 1994 the SRB brought together a number of programmes from several government departments. It provides resources to support regeneration initiatives carried out by local regeneration partnerships with the intention of enhancing quality of life and reducing disparities.

Special Grants Programme Until 2004/05 this programme provided funding for innovative work by voluntary and community organisations to improve the quality of

public spaces and to create cleaner, safer, and greener communities. The scope of this programme is currently being reviewed and no new bids were invited for 2006/07.

Special Property Tax See **Land Value Tax**.

Stakeholders All individuals and organisations that have an interest in a particular project, programme or topic.

Standard Spending Assessment These are calculations based upon estimates of what each council needs to spend in order to provide a standard level of service. They are used to help distribute Revenue Support to councils and highlight differences in demographic, physical, economic and social characteristics between areas.

Strategy A collection of projects and/or initiatives considered as a package, often a strategy will be a combination of **instruments** to meet a given set of **objectives**.

Structural Funds These provide finance to projects across the EU which seek to address regional development inequalities and focus on locally identified needs. They promote economic and social cohesion.

Structure (1) Infrastructure – used here to mean anything which has a physical reality.

Structure (2) Social structure – the phenomenon of culture that can be observed.

Supplementary Planning Guidance Non-statutory guidance which supplements Unitary Development Plan policies. SPG covers areas such as air quality and transportation standards, and the government advises that it is taken into account as a material consideration, particularly when it has been prepared in consultation with the public and has been the subject of a council resolution.

Synergy A condition where the component instruments of a strategy have a greater beneficial effect than the sum of their parts.

T

Target An aimed-for value of an indicator. It is the particular level of an indicator which is taken to indicate success. Targets may be derived from scientific work external to the transport policy development process to determine what is an acceptable level (e.g. the air quality targets); from an aspirational policy; or from a study of what can be cost effectively achieved.

Tax Incremental Financing Bonds are issued to pay for infrastructure. Due to the implementation of this new infrastructure, the amount raised through business rates increases. As it increases, it is then ring-fenced to repay the bonds.

Threshold The value of an indicator which should not be exceeded.

Town and Country Planning Act 1990 This Act introduced provisions for **Section 106 Agreements**.

Transport Act 2000 Provides a statutory basis for a number of measures in the Transport White Paper of 1998.

Transport Development Areas The TDA approach advocates concentrating high-quality and high-density mixed-used developments around appropriate transport nodes. It provides a useful framework that enables local authorities and developers to fully consider relevant issues.

Transport Innovation Fund (TIF) This fund represents a new approach by the DfT to allocating its budget. Through the TIF resources are directed towards the most effective and sustainable means of tackling congestion and improving productivity. It operates as a single pot and bids are assessed on the extent of the contribution that they make to achieving relevant key objectives.

Transport Policies and Programmes This is the process that was in place before the **Local Transport Plan** approach came into force. Local authorities were required to submit a TPP document to the Department of Transport each year which set out their aims and provided a costed 5 year programme of capital works for road and traffic regulation.

Transportation Impact Fees These are charges assessed by local authorities against new development projects that attempt to recover the cost incurred by government in providing the public facilities required to serve the new development.

U

V

W

Weight This applies to aggregate **appraisals** - what relative “value” per increment of magnitude to give to an impact, weights may be derived from subjective assessment of the importance of an impact or from studies to discern the absolute or relative importance of different impacts. An example of the latter is the value of travel time savings which is commonly used in appraisals to weight travel time savings. Note that the “value” of a weight should vary with the units used for the magnitude of the impact. Note also that similar sets of weights should be used across different schemes or strategies if the outputs of an appraisal are to be comparable.

Workplace Parking Levies (WPPL) WPPLs allow local authorities to charge companies and organisations for each commuter parking space provided in a specific workplace. The levies can be implemented to generate revenue for the development of more sustainable transport systems and to manage congestion.

Worth Some overall assessment of the benefit of a proposal. It may be expressed in terms of some measure of the net “value” of a proposal which may be expressed monetarily, but it does not have to be either of these.

X

Y

Z