

**APPLICATION FOR COMMUNITY INFRASTRUCTURE LEVY (CIL) GRANT  
FOR A PROJECT IN THE WOLVERCOTE NEIGHBOURHOOD FORUM AREA**

**2021 Round 1**

<b>TITLE</b> Short title by which the project will be known	Harbord Road Traffic Survey
<b>PROJECT APPLICANT(S) &amp; CONTACT DETAILS</b> Name of person (not organisation) who has initiated the project, with email & phone number	Harbord Road Area Residents' Association
<b>APPLICANT ORGANISATION</b> Name and type of organisation and, if applicable, charity number	This application is made by Harbord Road Area Residents' Association which is an unincorporated association run by volunteers.
<b>OUTLINE PROJECT DESCRIPTION</b> Short description so others not associated with the project can understand its purpose and scope. Include aims & objectives, and expected beneficiaries (max 150 words)	<p><b>Background:</b> Harbord Road is a residential road in Cutteslowe. It is the only access road to the north car park for Cutteslowe Park and Oxford Direct Services Depot (ODS).</p> <p>Since 2011 the park, car park and depot have expanded and most recently a license was granted for a 3-day 10,000 persons event to take place in the park annually – accessed via this residential road.</p> <p>In a local survey (further detail below), residents overwhelmingly stated (84%) that they had concerns about traffic on Harbord Road – with 100% of these concerns being related to motorised vehicles – specifically speed (83%) and volume (67%). The majority are impacted negatively by this on a <i>daily</i> basis (56%).</p> <p><b>Overall aim of this project:</b> to improve the well-being and safety of residents living on Harbord Road (and surrounds) and to make travelling to Cutteslowe Park safer for visitors – particularly those on foot or cycling.</p> <p><b>Objectives:</b> Carry out traffic surveys to quantitatively determine the volume and speed of traffic travelling along Harbord Road to help inform future activity and action.</p> <p><b>Beneficiaries:</b> Visitors to Cutteslowe Park and residents of Harbord Road and surrounds</p>

<p><b>MAIN TASKS</b></p> <p>A list of the main tasks and, if appropriate, an initial project plan with timescales</p>	<p>Timings are dependent on when the funding is made available, but the below provides an outline of when we expect activity to be carried out:</p> <ol style="list-style-type: none"> <li>1. Early 2022 - secure a date for traffic surveys to be carried out by Oxfordshire County Council</li> <li>2. Early - Mid 2022 – three traffic surveys to be carried out at three different times to ensure reliable data. There is much variation in park traffic. Running more than one survey should mitigate against any anomalies</li> <li>3. Mid-late 2022 – data to be made available by Oxfordshire County Council (and data from 2011 survey so that comparisons can be made)</li> <li>4. Mid – late 2022 – development of action plan in association with stakeholders</li> </ol>
<p><b>STAKEHOLDERS &amp; DETAILS OF CONSULTATION</b></p> <p>(e.g. Council, Highways, site owners or asset holders, community organisations, businesses, neighbours)</p>	<p>Survey of Harbord Road residents (and surrounding roads) was carried out by HRARA from 20<sup>th</sup> Sept – 26<sup>th</sup> Sept 2021.</p> <p>The highways team have been consulted and the cost for a traffic survey provided (see attached)</p> <p>Other stakeholders include: Cutteslowe park users and local councillors.</p>
<p><b>RELEVANCE TO THE NEIGHBOURHOOD PLAN</b></p> <p>How does the project enhance or develop our neighbourhood?</p>	<p><b>Traffic and parking, alternative transport:</b></p> <p>Cutteslowe Park is a wonderful green space accessed by thousands of visitors every year. A seasonal temporary carpark was made permanent in the past ~5 years thus providing a draw for additional cars. Most residents cited that they are now concerned about road safety with speeding (83%) and volume (67%) of traffic being amongst the biggest concerns. 88% believe that traffic has increased since 2011 (12% were unsure). This survey will help to understand these issues better and will help to inform future action planning with the overall aim to improve road safety not only for residents, but the large number of visitors that visit every year – particularly those that arrive on foot and by bicycle.</p> <p>We would like more people to arrive by alternative transport methods – aligning with the council’s priority to Support thriving communities by “Increasing numbers of people will walk and cycle</p>

	<p>around the city, benefitting their health and wellbeing.” Improved road safety on Harbord Road should make this a more attractive solution (rather than driving) for visitors.</p> <p><b>Noise pollution:</b> Over half of local residents stated that they were impacted by noise pollution as a result of road traffic. Comments from residents were commonly around ODS traffic (particularly the ‘heavy’ nature of the vehicles which use the road e.g. tractors) and the ‘early start’ of these vehicles - with one resident stating that ‘ODS traffic wakes me up every weekday morning at 6:30am’ and another writing that ‘I am often woken up by traffic going to the park in the morning as some of the vehicles (sic) are very heavy and the house shakes.’ Traffic associated with events, Park Run and Football at the weekends were also commonly referenced. The road traffic survey will help us to better understand these issues in order to ultimately improve the well-being of local residents.</p>
<p><b>CONSENTS REQUIRED</b></p> <p>Are any legal consents required before the project can go ahead (e.g. from a Council department such as Highways, Planning, Building Control, or other statutory organisation)?</p>	<p>As per the email attached, the council will need to assess the site to determine suitability for a traffic survey, but we expect no issues as a similar one was carried out in 2011</p>
<p><b>FINANCE</b></p> <p>How much will this project cost in total? What proportion is being sought from CIL funding? What other sources of finance are being pursued? Are you seeking matched funding? What will the CIL grant be spent on?</p> <p>PLEASE INCLUDE COPIES OF COST ESTIMATES</p> <p>(Two quotes are needed for applications for more than £1000.)</p> <p><i>[WNF note – quote received from Oxford County Council.]</i></p>	<p>£192 (inc VAT) per survey.</p> <p>To ensure any anomalies are evened out we would like to carry out three separate surveys = <b>£576 (inc VAT)</b>.</p> <p>100% is being sought from CIL funding.</p>
<p><b>MAINTENANCE</b></p> <p>How will the outputs of the project be maintained and by whom? Please note that CIL grants cannot be used to cover ongoing costs.</p>	<p>Outputs (the road survey data) will be shared with residents from Harbord Road (and surrounds). They will also be kept by the Harbord Road Area Residents Association and the Highways department.</p>

<p><b>RISK ASSESSMENT</b></p> <p>Are there any financial or other risks to the completion of this project?</p> <p>Are there any safety issues associated with the project?</p>	<p>Risks are very limited with the project as support from the council to carry out the survey has already been sought.</p> <p>However, there is a risk that regular users of the park will amend their behaviour for the week as they become aware of the survey. It is also expected that there are fluctuations in traffic throughout the year (e.g. expect higher levels during a bank holiday weekend or during an events). Carrying out three surveys will help to mitigate against anomalous results.</p> <p>There is a slight risk to timings if the external contractor (the council will be outsourcing the survey) is unable to complete the survey in the time allowed by the funding, but this is not expected to be an issue.</p>
<p><b>MONITORING AND REPORTING</b></p> <p>How will the success of the project be monitored? Over what timescale?</p>	<p>The survey will take place over three separate weeks. From this an action plan will be developed later in 2022 and possible solutions put in place (dependant on the survey results). Longer-term it is anticipated that additional surveys (residential and traffic) should be carried out to measure success.</p> <p>The timescale for this will depend on funding availability.</p>
<p><b>OTHER COMMENTS OR INFORMATION</b></p> <p>Please list anything else of relevance you wish the Committee to be aware of.</p>	<p>None</p>
<p>Completed applications, WITH COPIES OF COST ESTIMATES/QUOTES WHERE APPLICABLE, should be sent with a covering email to <a href="mailto:wolvercotenf@gmail.com">wolvercotenf@gmail.com</a></p>	