

# IMPROVING CONNECTIVITY TO LEEDS BRADFORD INTERNATIONAL AIRPORT (LBIA) – PROJECT BRIEF

## 1. INTRODUCTION

- 1.1 The *Investing in Britain's Future* (June 2013)<sup>1</sup> document published by Her Majesty's Treasury identified six "notorious and longstanding road congestion hotspots" for feasibility studies to consider problems and identify potential solutions. One of these was "*Connectivity to Leeds Airport (including consideration of issues around the A657)*". This project will provide an independent report to Government that considers the accessibility issues surrounding LBIA, both now and in the future, and proposes a way forward in terms of how connectivity can be improved.
- 1.2 The objective of the study is to identify and appraise potential improvements that would substantially improve the connectivity of LBIA to its catchment area. The study will take account of the aspiration of the airport to grow and the surface access improvements that would be required to facilitate and serve this growth, including both road and public transport options. It will draw on the knowledge and expertise of local stakeholders, all previous work and proposals, and include, but not limit itself to, a full examination of all pre-existing assumptions and conclusions. The final study output will be an **Options Assessment Report** appraising a wide range of options to ameliorate existing connectivity issues and facilitate the growth of the airport. It will present a recommendation on a way forward with an **Appraisal Specification Report** produced for each option identified as necessary for improving connectivity in the near term.

## 2. SCOPE OF REQUIREMENT

- 2.1 The study will consider both the existing situation and future scenarios that take account of the aspiration of the airport to grow. Surface access improvements in their broadest sense should be considered and these will include both road and public transport options.
- 2.2 The study will draw on the knowledge and expertise of local stakeholders and all previous work and proposals and include, but not limit itself to, a full examination of all pre-existing assumptions and conclusions.
- 2.3 The opportunity exists to take advantage of a high quality pre-existing transport model (the Leeds Transport Model (LTM) belonging to Leeds City Council) to inform Step 8, Assessment of Potential Options, at a greater level of sophistication than DfT's Transport Analysis Guidance (TAG) strictly requires for this stage in the appraisal process.
- 2.4 Our information is that the "SATURN" highways assignment model within the LTM suite should be capable of being adapted for the purposes of this study swiftly and at relatively low cost, but that the time and cost of adapting the full model (which is designed to model access to Leeds city centre) is likely to be prohibitive. This suggests that the highways model could be readily developed so that it can be used

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<sup>1</sup> <https://www.gov.uk/government/publications/investing-in-britains-future>

for the assessment of road improvement options, whilst the rich dataset comprised by the full validated model (together with other sources of primary data) could form the basis for a suitable ad hoc approach to the assessing the public transport options.

- 2.5 There is significant local interest in this study and a **Stakeholder Reference Group** will be established to input into the project and be comprised of representatives from:

- Metro (West Yorkshire PTE)
- Leeds City Council
- City of Bradford Metropolitan District Council
- Leeds City Region LEP
- An appropriate representative for the other Leeds City Region local authorities
- Leeds Bradford International Airport
- Leeds Bradford Airport Air Transport Forum (residents' representative)
- Environmental Representative
- Public Transport Operator representative
- Network Rail.

- 2.6 It is likely that some or all of the Group would be contacted in the evidence gathering phase but the Group would not meet formally until the end of Stage 1 and then again during Stage 2.

### 3. STUDY METHODOLOGY

- 3.1 The study methodology should draw on the step by step approach set out in the October 2013 draft version of DfT's Transport Analysis Guidance (TAG) for Option Development<sup>2</sup> (TAG Unit 2.1.2D, Steps 1-8, as set out below). A restructured version of the Guidance has now been issued and, while this has been significantly rationalised, it does not change the advice or emphasis of what is currently recommended. In January 2014 this version of the guidance will replace the current version on the existing web site, which will cease to be updated<sup>3</sup>. Bidders should also be aware that the DfT has recently updated both its Economic Insights Toolkit and Social Impacts Toolkit. These may be applicable to the study and proposals should consider whether they can be used to help identify the relationship between transport, economic growth and social impacts. The Toolkits are available at:

<https://www.gov.uk/government/publications/economic-insights-and-social-impacts-toolkits>

- 3.2 The following work stages and key outputs are required:

#### **Stage 1 (a): Evidence, Issues and Options (TAG Steps 1-6)**

Steps 1 & 2: Understand the current and future context and conditions in the study area. Gather, analyse and present concisely the existing available evidence to provide a clear understanding of:

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<sup>2</sup> [http://www.dft.gov.uk/webtag/documents/project-manager/pdf/U2-1-2D-option-development-\(Stage-1\)-Oct-2013.pdf](http://www.dft.gov.uk/webtag/documents/project-manager/pdf/U2-1-2D-option-development-(Stage-1)-Oct-2013.pdf)

<sup>3</sup> <https://www.gov.uk/transport-analysis-guidance-webtag>

- the existing connectivity between the airport and its catchment area (and potential catchment area) by both private and public transport;
- the aspiration for growth at the airport in terms of passengers and airport related development
- the key issues regarding connectivity to the airport and future connectivity needs, with a definition of the challenge to be met now and at future dates and/or growth thresholds.

Step 3: Establishing the need for intervention.

Step 4: Identifying objectives and define geographic area of impact to be addressed by the intervention.

Step 5: Generating Options. Identify the range of potential measures to improve the connectivity of the airport, including, but not restricted to, previous ideas and existing proposals, generating an initial long list of options.

Step 6: Initial sifting. Identify the more promising options from the long list, putting together a proposed short list of options to be assessed/tested in Stage 2 for discussion at a **workshop with the stakeholder reference group** and for agreement with the client.

The consultants should liaise with the appropriate stakeholders during Steps 1 - 5 to ensure that all the available evidence is gathered. A draft **Issues and Options Report** should be prepared.

### **Stage 1(b): Option Assessment Framework and Appraisal Tools**

In parallel with Steps 1-2 above, the consultant should consider the capability of the existing Leeds Transport Model to produce the appropriate outputs for the appraisal of options in Step 7 and what additional development of the model would be required to make it suitable. This should include the following tasks, as discussed and agreed with the client:

- the further work deemed necessary to produce a suitably validated base highways model (if any);
- development of an alternative methodology for the assessment of road based options should the LTM prove not to be suitable or cost effective
- development of a methodology for the assessment of public transport options;
- definition of the agreed future year base scenarios against which the options will be tested, which should include scenarios for growth of the airport;
- establishment of the number of options it will be possible to test in the second stage of work;
- the format for the presentation of the outputs for each tested option to be used in the appraisal and in the presentation of the Step 7 findings;
- a programme for delivery of Stage 2 .

### **Stage 1 (c): Stage 1 stakeholder workshop**

At the end of Step 6, a **first stakeholder reference group workshop** should be held to review all the work conducted up to that point, and to consider the proposed options to be tested and assessed in Stage 2. The Issues and Options Report should be finalised, incorporating feedback from the workshop.

## Stage 2: Option assessment & reporting (TAG Steps 7 & 8)

Step 7: Development and assessment of options. Appropriate specification of the options for the purposes of the assessment methodology agreed in Stage 1c. Testing of the agreed options and production of the agreed suite of outputs and appraisal summary information.

A **second stakeholder reference group workshop** should be held to review the outputs of this stage of the work and consider the strategy options.

Step 8: Option Assessment Report. A report documenting the option assessment findings, with identification of the options for a strategy for improving connectivity to the airport in the near term and at appropriate future stages in its growth.

A finalised **Options Assessment Report**, incorporating feedback from the Stage 2 stakeholder reference group workshop, will be required and this should include an **Appraisal Specification Report**, as specified in TAG Unit 2.1.2D Step 9, for each option or options identified as necessary for improving connectivity in the near term. This should include a description of the further engineering design and other work that would be necessary to gain greater certainty on estimated scheme costs along with a proposed timetable for the delivery of the scheme or schemes.

3.2 The study needs to be completed by July 2014 at the latest. The following indicative timescale for completion of milestone outputs is based on this requirement.

- Mid March 2014: Study Inception Meeting.
- By mid April 2014: Client progress meeting
- By end May 2014: First stakeholder workshop
- by mid June 2014: Finalised Issues and Options Report.
- by mid July 2014: Second stakeholder workshop.
- by end July 2014: Finalised Options Assessment Report

## Annex A

