



DECISION OF DIRECTOR OF DEVELOPMENT AND ENVIRONMENT

DECISION NO. 15/16 DE 285

**SUBJECT: SUSTAINABLE TRAVEL TRANSITION FUND (STT) BID SUBMISSION
2016/17 (PRECURSOR TO THE ACCESS FUND 2017/18)**

Background:

This report is to set out information to the Executive on the 'delegated decision' which was taken to apply for up to £450,000 of DfT funding for North Somerset, working in collaboration with the other three local authorities within the West of England Partnership.

The funding, if granted, will be made available through the STT funding 'pot', the programme will be delivered in 2016/17. Other West of England authorities will apply for their own allocation at the same time through a joint bid.

Time frames for bidding are extremely tight, as we have to submit the application by 29 March 2016, to meet the bid deadline submission and ensure North Somerset Council do not miss this funding important opportunity.

The constitution sets out the following information on delegated decisions:

**"GENERAL POWERS OF ALL DIRECTORS (INCLUDING THE CHIEF EXECUTIVE
AND DIRECTOR OF CORPORATE SERVICES)**

To take emergency action on behalf of the Council on any matter in cases of urgency or emergency with, wherever possible, prior consultation with the Executive Member and the Chairman of the appropriate Policy and Scrutiny Panel or Committee and Subject to report as soon as possible afterwards to the appropriate body"

The extremely tight timescales set by the DfT for this bid meant the Director of Development & Environment and Executive Member for Transport have made the

decision to proceed with the bid using urgent delegated authority. This is granted using the emergency procedure made available to them. The chairman of SPHED Scrutiny Panel, Head of Legal Services and Head of Financial Management have all been consulted to sign off the report.

The criteria set by the Department for Transport (DfT) for the STT bid include financial restrictions and key outcomes and outputs. The key output criteria are;

- 1. Reducing Carbon**
- 2. Supporting the local economy and economic development**
- 3. Delivering wider social benefit, through access to employment and services**
- 4. Actively promoting an increase in physical activity through walking and cycling**
- 5. "Bidder's should note the prime ministers commitment to walking and cycling"**

The DfT have specified the financial criteria for this bid is for revenue only applications. North Somerset Council are expected to match this through local 'block grant' sources, including capital funding from the Local Growth Fund (LGF), and not competitively awarded central DfT bid funds. It should be noted there should be a direct correlation between LGF capital schemes and the revenue support, which we are bidding for. Match funding requirements are for 10% from any revenue sources or 30% through capital sources. The West of England's interpretation of this is on a 'line by line' basis for work packages and/or individual schemes.

The amount of funding is over 1 year only to March 2017, and is a transition fund between the Local Sustainable Transport Fund (LSTF), which is coming to an end in March 2016 and the newly announced Access Fund, which will run for three years from 2017/18. The DfT have indicated we should expect to hear a decision by May or June 2016. The DfT have stated local authority officers should focus on a continuation of highly deliverable and successful LSTF/LGF schemes and 'business as usual' projects, which have supported new development and the communities in North Somerset. The West of England STT funding split for North Somerset will be 18.9% (based on population head) of the total allocation as agreed at West of England Heads of Transport.

Where possible we should explore STT and private sector match funding opportunities to demonstrate value for money and best value. STT and the private sector investment should particularly look to improve access for those not in work, education and training.

The West of England Partnership STT bid leads are Adam Crowther and Andrew Whitehead. North Somerset Council's leads are Frankie Mann and Bella Fortune. All four authorities have been meeting weekly to submit a joint bid and ensure a collaborative approach as outlined at West of England Heads of Transport.

DECISION:

1. That a bid for the DfT be submitted as outlined above utilising urgent powers due to the DfT deadline.

Reasons:

The main North Somerset Council and West of England policies, which the bid will assist are:

- JLTP3
- Corporate Plan
- NSC Core Strategy
- Highways & Transport Service Strategy
- Strategic Economic Plan (SEP) for the West of England Local Enterprise Partnership (LEP)
- STT bidding criteria

A successful bid for STT will continue to deliver our Local Transport Plan targets to reduce congestion and CO2 levels, cut the amount of pollution from harmful carcinogenic gases such as carbon monoxide and improve local people's health, fitness and well being. This will be made possible quicker than would have previously been possible.

STT in North Somerset will be based around three essential areas to promote sustainable travel and support communities, growth and economic development:

- **Business and Growth**
- **Education and Communities**
- **Digital Public Transport Network and Walking and Cycling**

Other Alternatives Considered:

North Somerset Council did consider submitting its own funding bid for STT as opposed to a joint West of England bid. The opportunity could have presented itself to apply for a higher amount of funding. For instance, single bids are awarded between £350,000 and £500,000. Yet a joint bid will limit us to £2.2 million between the four authorities. This has meant the maximum amount North Somerset Council would be eligible for is £415,000 as a part of the West of England consortium, (using the usual 'population head' funding split of 18.9% of the total West of England allocation). The STT bid is a highly competitive bidding process due to LSTF finishing nationally in 2015/16 and the likelihood of achieving a £500,000 funding bid is extremely unlikely given the fact North Somerset are a relatively small authority nationally. Therefore it is considered a better option to bid together as a larger area we stand a much greater chance of success as we represent a large population and area.

Various other schemes were considered for inclusion in the bid such as a wider public transport offering, however the criteria were not specific regarding public transport and it was believed a more comprehensive walking and cycling offer had a greater chance success as this was mentioned as one of the four key criteria. The West of England did

challenge the inclusion of 'iPoints' due to this being viewed as a capital or infrastructure provision. At this point a decision to reduce the allocation from £90,000 to £50,000 was taken by officers, with a view to spending the funding on back office functionality and software as opposed to the physical iPoints themselves.

Risk Assessment:

Figure 1 is the risk register for STT (Please view North Somerset Council website for a colour version)

Risk Owner	Source of Risk	Consequence	Pre Response			Specific Action	Post Response		
			Probability	Impact	Risk Rating		Probability	Impact	Risk Rating
Programme Board	Insufficient authority or partner delivery resource	Delays to the delivery of programme measures and impact on quality	M	H	H	<ul style="list-style-type: none"> Build on well-established delivery teams from WEST Ensure realistic Project Plans are signed off by the Programme Board Ensure sufficient resources are identified and available to progress delivery in line with Project Plans Top-sliced funding identified for dedicated Programme Manager and Core Team Early arrangements for continuation or commencement of new purchasing or procurement arrangements 	M	M	M
Programme/ Project Managers	Schemes do not deliver projected outcomes	Failure to deliver benefits	H	H	H	<ul style="list-style-type: none"> Ensure project outcomes are well defined and reflected in Evaluation Plan Programme and change management process to have regard to scheme benefits 	M	M	M
Programme Board	Impact on reputation from poor project delivery or outcomes	Impact on reputation results in loss of Government confidence and future funding opportunities	M	H	H	<ul style="list-style-type: none"> Establish robust governance and programme/project management arrangements Regular liaison and progress reporting to DfT to ensure expectations are met 	L	M	L
Programme Board	Failure to deliver local contribution	Insufficient funding to complete the programme measures	M	M	M	<ul style="list-style-type: none"> Letters of support to formalise partner contributions Involvement of key stakeholders in governance and delivery arrangements Close monitoring and regular reporting of local contribution spend and status Commitment to authority funding contributions 	L	M	L
Programme Board	Underestimation of scheme costs	Cost increases	H	H	M	<ul style="list-style-type: none"> Develop detailed and costed Project Plans for individual projects Benchmarking of costs against previous schemes Strong Programme Management and change control process operated Good project management including regular reporting to the Programme Board and JTEC 	L	M	L
Programme Board/ Programme Manager	Failure to secure all DfT funding	Insufficient funding to complete the programme measures	M	M	M	<ul style="list-style-type: none"> Close adherence to DfT grant funding requirements Robust programme and project management to ensure delivery in line with funding profile Regular liaison and progress reporting to DfT 	L	M	L
JTEC/ Programme Board	Cross boundary governance arrangements fail to provide robust decision making and change control process	Impact on timely delivery of programme elements and on reputation	M	M	M	<ul style="list-style-type: none"> Build on well-established governance arrangements for LSTP WEST and other cross boundary schemes Define process and tolerances for escalating issues and change requests to the Programme Board and Joint Transport Executive Committee 	L	M	L
Programme/ Project Managers	Contractor, operator or supplier cease trading or change ownership	Increased scheme cost and delays to the programme	L	M	L	<ul style="list-style-type: none"> Thorough vetting of contractors etc in line with authority policies and procedures 	L	M	L
JTEC	Objections to TROs	Programme delayed or scheme components terminated	L	M	L	<ul style="list-style-type: none"> Positive Member support Early consultations to ascertain likely objections 	L	L	L
Programme/ Project Managers	Effects of inflation on costs	Cost increases exceed available budget	L	L	L	<ul style="list-style-type: none"> Robust estimate of future inflation levels Impact of inflation changes will be monitored to enable forward planning of budgets 	L	L	L

The main threat of not undertaking a funding bid would be not realising future North Somerset transport aspirations contained within the Local Transport Plan (LTP) and the Joint Local Transport Plan (JLTP3). The funding bid allows us to maximise LTP funding, and respond to local people's transport needs in North Somerset and in particular Weston-super-Mare as it develops economically, as well as the other key centres of Clevedon, Nailsea and Portishead.

Financial Implications:


Figure 2. Please see table below and overleaf summarising the measures and the funding split. The table illustrates the amount of funding North Somerset have chosen to bid for, with examples of match funding opportunities.

North Somerset Council STT Work Package Programme 16/17			
Work Package	STT Amount (£)	Measures	Match funding
WP 1: Business & Growth	98,000	Employer and employee grants, sustainable travel incentives e.g. bus tickets, loan bikes etc. Working with Chamber of Commerce, The Hive, Economic Development	15,000 (LTP grants/ Sustainable Travel Team staff time)
WP 2: Education & Communities	98,000	Community and school grants e.g. cycle parking, shelters, lockers, showers etc. Working with local residents, VANS, housing developers, schools, colleges.	15,000 (LTP grants/ Sustainable Travel Team staff time)
WP 3: Digital Public Transport & Walking & Cycling	155,000	iPoints, RTI, Sustainable Travel Awards, permissions and detailed design for cycle hire, website and app, all abilities cycling, health promotion, apprenticeships, jobs in cycling, marketing and communications, Personalised Travel Planning	£50,000 iPoints (LTP) and advertising revenue, £70,000 Coastal Route and Cycle Hire (LTP), monitoring £3,000, £20,000 Sustainable Travel Team staff time, £20,000 (Signing LTP) £10,000 Marketing & communications staff time


West of England and NSC costs	64,000	Travel West website, Monitoring, Bus checker app, programme and project management	
Total	415,000		203,000

Implications for Future Years:

The STT fund is the precursor to the Access Fund 2017/18-2019/20 a successful bid submission and award will no doubt assist the local authority and the West of England in attaining future funding, setting out its aims and clearly defining its ambition and future programme through this 'transitional' year from LSTF to the Access Fund.

Signed.......... Director of Development and Environment

Dated.....29/3/16.....

Signed.......... Executive Member for Strategic Planning, Highways, Transport, Economic Development and Housing

Dated.....29/3/16.....

Signed confirmed authority to proceed by email..... Chair of 'SPHED' Scrutiny Panel

Dated.....26/03/16.....