

**Declaration from Chief Auditor or Section 151 officer in respect of Local Transport Authority Bus Recovery Grant funding (LTA BRG).**

Local Authority Name	NOTTINGHAM CITY COUNCIL
Name of Local Authority Authorised signatory	CLIVE HEAPHY
Position of Authorised person signatory	CORPORATE DIRECTOR FOR FINANCE & RESOURCES

*We will endeavour to carry out appropriate investigations and checks to ensure that, in our opinion, in all significant respects, the Local Transport Authority Bus Recovery Grant is used in accordance with the Memorandum of Understanding attached to this declaration and all related Grant Determinations to be determined by the Department for Levelling Up Housing and Communities.*

Signature



Name CLIVE HEAPHY

Date 03.03.2022

## Memorandum of Understanding – Local Transport Authority Bus Recovery Funding

1. The purpose of this memorandum of understanding ('**MOU**') is to formalise the working relationship and expectations relating to the payment of the Local Transport Authority Bus Recovery Grant ('**LTA BRG**') scheme funding from the Department of Transport ('**the Department**') to the recipient Local Transport Authorities ('**LTAs**').
2. This MOU is not intended to be legally binding, and no legal obligations or legal rights shall arise between the Parties from the provisions of the MOU. The Parties enter the MOU intending to honour all their obligations.
3. It is the Department's expectation that LTA BRG paid to each LTA under this determination will be used only for the purposes of supporting local bus services from 01 September 2021 to 05 April 2022 ('**the Recovery period**').
4. The Department expects that any LTA in receipt of LTA BRG will comply with the Department's ask of maintaining concessionary fares (ENCTS) funding to bus operators at pre-Covid levels, in accordance with DfT guidance.
5. LTAs are expected to repay any outstanding funding from LTA CBSSG and/or LTA CBSSG Restart prior to receiving Recovery Funding.
6. LTA BRG funding should be used in the following ways only:
  - a) For claims for tendered services procured by the LTA that are valued at £29, 999 or more, irrespective of the size of the LTA's supported bus services budget
  - b) To cover losses where an LTA, or lower Tier Authority, takes the revenue risk on a tendered service
  - c) To cover losses where an operator takes the revenue risk on a tendered service
  - d) To ensure the provision of a replacement service where a commercial service has been withdrawn, subject to prior agreement with the Department.
  - e) To provide additional tendered services or to alter existing tendered services
  - f) To support community transport services
7. The Chief Internal Auditor of each of the recipient LTAs, or a Section 151 Officer, are asked to sign and return to [brg@dft.gov.uk](mailto:brg@dft.gov.uk) a declaration, to be received no later than **4 October 2021**, in the following terms:
  - *“ We will endeavour to carry out appropriate investigations and checks to ensure that, in our opinion, in all significant respects, the Local Transport Authority Bus Recovery Grant is used in accordance with the Local Transport Authority Bus Recovery Grant Memorandum of Understanding attached to this declaration and all related Grant Determinations to be determined by the Department for Levelling Up Housing and Communities.”.*

- In addition, by **29 October 2021**, using the accompanying pro-forma, LTAs are required to submit a list of all tendered bus services that LTAs have procured, including details such as route number, operator name, DVSA registration number and scheduled mileage over each relevant 28-day period during (a) 1 September 2019 – 15 February 2020 and (b) 1 September 2020 – 15 February 2021 as set out below:
    - a) For 2019/2020:
      - **Period 1:** 1 September 2019 – 28 September 2019
      - **Period 2:** 29 September 2019 – 26 October 2019
      - **Period 3:** 27 October 2019 – 23 November 2019
      - **Period 4:** 24 November 2019 – 21 December 2019
      - **Period 5:** 22 December 2019 – 18 January 2020
      - **Period 6:** 19 January 2020 – 15 February 2020
    - b) For 2020/2021
      - **Period 1:** 1 September 2020– 28 September 2020
      - **Period 2:** 29 September 2020 – 26 October 2020
      - **Period 3:** 27 October 2020 – 23 November 2020
      - **Period 4:** 24 November 2020 – 21 December 2020
      - **Period 5:** 22 December 2020 – 18 January 2021
      - **Period 6:** 19 January 2021 – 15 February 2021
  - LTAs are further required to submit the percentage of pre-Covid concessionary fares (ENCTS) payments currently being made
8. LTAs will be asked, at the end of the scheme, to provide the Department information on the services that they have supported. This will include, but is not limited to:
    - a) Bus services supported
    - b) The financial contribution and date of payment made to each operator
    - c) Mileage (km) tendered bus services have operated
  9. LTAs are expected to have committed to entering Enhanced Partnerships or started the statutory process of franchising services, as set out in the Bus Services Act 2017 to deliver on the ambitions of the National Bus Strategy, working closely with operators.
  10. The Department may amend the information being requested from local authorities.
  11. The Department will use information to inform the broader Government approach to recovery funding.

12. Where the funding allocation has not been wholly used by the local authority in the Recovery period, we ask that any underspend be returned to the Department at the end of the LTA Bus Recovery Grant scheme.