



Department
for Transport

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Nottingham City Council

Transport Director

[by email]

Dear Transport Director

BSIP+: Confirmation of BSIP+ funding allocation for Nottingham City Council

1. Thank you for your recent engagement with us on your Bus Service Improvement Plan.
2. Following the announcement of 17 May 2023 of £160m for Local Transport Authorities (LTAs) over 2023/24 and 2024/25 to support services through Bus Service Improvement Plan Plus (BSIP+), we are pleased to confirm your additional funding allocation of up to £ 0.89m revenue to support delivery of your BSIP in 2023/24 and 2024/25. This funding is additional to your existing BSIP funding allocation of £ 11,367,414. The additional allocation is set out in the following table:

	Additional RDEL allocation
2023/24	£ 445,022
2024/25	£ 445,022
Total	£ 890,044

3. You have an existing Memorandum of Understanding (MOU) in place for your BSIP funding. The terms of the existing MOU will apply to this additional funding. This letter amends the total funding given within the MOU, as set out in paragraph 2.
4. You may use the funding to target it on the actions that you – and local operators through your Enhanced Partnership (where relevant) – believe will deliver the best overall outcomes in growing long term patronage, revenues and thus

maintaining service levels, whilst maintaining essential social and economic connectivity for local communities. In some places that may involve ensuring existing connections are maintained (either by conventional services or DRT). Elsewhere it might be achieved through increasing the frequency on key corridors or the operating hours of some services whilst reducing others; or reducing fares or introducing new local concessions to open up new markets and revenue.

5. We expect you to use the funding to maintain existing service levels or on measures that are consistent with Departmental guidance on [Bus Service Improvement Plans \(BSIPs\)](#), bearing in mind that we have changed the BSIP rules, enabling BSIP and BSIP+ allocations to be used for supporting existing services, as set out in the 17 May announcement. Funding decisions should be based on local circumstances and need.
6. Guidance on best practice for tendering bus contracts and use of *de minimis* limits is available on the Bus Centre of Excellence here:
 - a) [How to tender for road passenger transport contracts \(DfT\)](#)
 - b) [Value for Money of Tendered Bus Services \(DfT\)](#)
 - c) [Guidance on New De Minimis Rules for Bus Subsidy Contracts](#)
7. The next steps for this funding to be released are:
 - a. You must submit a Project Adjustment Request (PAR) which sets out how you intend to spend this additional funding by 30 August 2023. We expect the funding to be spent on revenue schemes in line with your BSIP as set out in paragraph 5. Please speak to your Relationship Manager if you have questions about this or if the deadline is a challenge for you.
 - b. You may also use the PAR process to request changes to move funding into service support. Requests of this kind comprising up to 10% of your total RDEL allocation will be automatically approved; requests above 10% will be considered in the usual way.
 - c. Once your PAR(s) have been approved, we will issue grant letters and grant determinations for your signature. Once you have returned the signed documents, the additional funding will be released.
8. The process outlined above will run in parallel with the release of the existing BSIP 2023/24 funding amounts, and will not hold up the release of the existing funding.
9. LTAs will also be expected to comply with the Bus Connectivity Assessments coordinated by DfT, at regular intervals. We expect submission of the Bus Connectivity Assessments to the Department for Transport to be required at dates to be specified.

10. As part of this process, Operators and LTAs will be expected to report on a range of issues, including but not limited to:
 - a. Connectivity;
 - b. Patronage;
 - c. Types of Service;
 - d. Innovation;
 - e. Funding.

11. Bus Connectivity Assessments will require comprehensive responses, and the Department for Transport reserve the right to ask for further evidence if deemed necessary and appropriate. The Department for Transport reserve the right to change the regularity of Bus Connectivity Assessments at any point.

12. Do not hesitate to contact us with any queries by emailing your relationship manager, copying in BSIP@dft.gov.uk.

13. Thank you for your collaboration so far. We look forward to continuing to support and work with you to deliver your BSIPs.

Yours sincerely,



Sharon Maddix
Deputy Director, Local Transport