



Department  
for Transport

Nottingham City Council  
[by email]

Sharon Maddix

DEPUTY DIRECTOR: LOCAL TRANSPORT  
DEPARTMENT FOR TRANSPORT

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05 April 2024

Dear Transport Director

**Confirmation of Phase 3 Bus Service Improvement Plan (Network North)  
funding allocation for Nottingham City Council**

1. Thank you for continuing to engage with us on your Bus Service Improvement Plan (BSIP). We appreciate the time and effort that you and local operators have taken to provide the information we requested in the indicative allocation letter of 7 December 2023.
2. We are pleased to confirm an allocation of up to £1,840,000 funding to support the delivery of your BSIP interventions.
3. There are further steps you must take now before the funding allocation will be released. These are further explained in the paragraphs below.
4. Nottingham City Council will be responsible for meeting any expenditure more than the above allocation amount.
5. Release of the funding is conditional on the following:
  - (a) Continued compliance with the expectations outlined in the letter of 7 December 2023 and associated annexes.
  - (b) A commitment to submit your updated BSIP to DfT by 12 June 2024, with publication as soon as practicable thereafter.
  - (c) Completion and submission of the DfT Bus Connectivity Assessment by the specified deadline.
6. Once the above conditions are met, we will issue a formal grant letter. You must sign and return the grant letter to enable us to release the funding.

7. After the updated BSIP has been published, we expect you to continue to work with your Relationship Manager to provide any further clarity on how specific schemes and programmes will be implemented.
8. When finalising the details of your plans, we expect you to discuss your proposed plans with local partners and stakeholders, and to consider the needs of the entire geographical area covered by your authority.
9. We expect quarterly reporting against each scheme funded through Phase 3 BSIP (Network North) funding, including delivery progress and spend, along with any other reporting requirements as set out in your existing Memorandum of Understanding (MOU).
10. We reserve the right to adjust future payments of BSIP or other DfT grant funding or seek repayments of grant funding already paid, if you do not adhere to these conditions or to the conditions set out in your MOU.
11. We expect all measures to be completed within 12 months of receiving the funding, unless formally agreed otherwise through a Project Adjustment Request.

Do not hesitate to contact us with any queries by emailing your Relationship Manager, copying in [BSIP@dft.gov.uk](mailto:BSIP@dft.gov.uk).

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