

## EXECUTIVE BOARD – 18<sup>th</sup> April 2017

<b>Subject:</b>	Nottingham Derby Access Fund revenue programme 2017/18 – 2019/20 including Air Quality revenue grant 2017/18
<b>Corporate Director(s)/Director(s):</b>	David Bishop, Deputy Chief Executive/Corporate Director for Development and Growth Chris Carter, Head of Transport Strategy
<b>Portfolio Holder(s):</b>	Councillor Nick McDonald, Portfolio Holder for Business, Growth and Transport
<b>Report author and contact details:</b>	Jennie Maybury, Principal Transport Planner, Transport Strategy Team <a href="mailto:jennie.maybury@nottinghamcity.gov.uk">jennie.maybury@nottinghamcity.gov.uk</a> Tel: 0115 8763946
<b>Subject to call-in:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Key Decision:</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Criteria for Key Decision:</b>	
(a)	<input type="checkbox"/> Expenditure <input checked="" type="checkbox"/> Income <input type="checkbox"/> Savings of £1,000,000 or more taking account of the overall impact of the decision
<b>and/or</b>	
(b)	Significant impact on communities living or working in two or more wards in the City <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Type of expenditure:</b>	<input checked="" type="checkbox"/> Revenue <input type="checkbox"/> Capital
<b>Total value of the decision:</b>	£2.935million
<b>Wards affected:</b>	Citywide
<b>Date of consultation with Portfolio Holder(s):</b>	Councillor McDonald    10 <sup>th</sup> January 2017 Councillor Chapman    5 <sup>th</sup> April 2017
<b>Relevant Council Plan Key Theme:</b>	
Strategic Regeneration and Development	<input type="checkbox"/>
Schools	<input type="checkbox"/>
Planning and Housing	<input type="checkbox"/>
Community Services	<input type="checkbox"/>
Energy, Sustainability and Customer	<input type="checkbox"/>
Jobs, Growth and Transport	<input checked="" type="checkbox"/>
Adults, Health and Community Sector	<input type="checkbox"/>
Children, Early Intervention and Early Years	<input type="checkbox"/>
Leisure and Culture	<input type="checkbox"/>
Resources and Neighbourhood Regeneration	<input type="checkbox"/>
<b>Summary of issues (including benefits to citizens/service users):</b>	
<p>The Department for Transport (DfT) announced a new Access Fund in autumn 2015 as a legacy to the Local Sustainable Transport Fund (LSTF) with £580 million (£80 million revenue and £500 million capital) dedicated to the delivery of sustainable travel initiatives with bids invited in March 2016 for 2016/17 and September 2016 for three years up to 2020. DEFRA invited bids to the Air Quality Grant for 2017/18 in November 2016 to develop and/or implement measures to improve local air quality.</p> <p>Nottingham City Council led a partnership bid with Derby City and Nottinghamshire County Councils that has been successful in securing £2.735 million of revenue grant funding to deliver a three year revenue programme of sustainable travel measures in the Nottingham urban area and Derby City for the period 2017/18 – 2019/20. The City Council has also been successful in securing a further £200k of DEFRA Air Quality revenue grant funding for 2017/18 for the Nottingham Ultra Low Emission Fleet (ULEF) programme.</p> <p>The purpose of this report is to secure approval to accept these revenue funding grant awards. The awards will help us to deliver a three year programme in Nottingham and Derby which will provide a co-ordinated package of measures for communities and businesses to incentivise and support the uptake of sustainable travel choices including increasing walking and cycling levels</p>	

and the uptake of Ultra Low Emission Fleets in Nottingham. These programmes will help to manage traffic congestion and increase the proportion of cleaner vehicles on Nottingham's road network, thereby improving local air quality and enhancing business competitiveness.

**Exempt information: State 'None' or complete the following**

None

**Recommendation(s):**

- 1** To accept the external revenue grants awards from Department for Transport's Access Fund and DEFRA's Air Quality Grant Award providing £2.935 million for the delivery of the Nottingham Derby Access Fund programme in 2017/18 - 2019/20 with additional provision to support the Nottingham Ultra Low Emission Fleet (ULEF) programme in 2017/18.
- 2** To approve the funding allocations for delivery of a revenue travel behaviour change programme in 2017/18 - 2019/20 as set out in Appendix A Table 1 to initiate the programme.
- 3** To delegate authority to the Deputy Chief Executive/Corporate Director for Development and Growth and Portfolio Holder for Jobs, Growth and Transport, to make variations to the programme.
- 4** To delegate authority to the Deputy Chief Executive/Corporate Director for Development and Growth to go out to tender for external suppliers as set out in the Procurement Plan in Appendix B Table 1.
- 5** To approve dispensation from Contract Procedure Rule 5.1.1 and 5.1.2 in accordance with Financial Regulation (3.29) (Operational Issues) to allow renewal, extension or direct award for those contracts indicated in Appendix B Table 1.
- 6** To directly award £921k (£307k pa) of the grant funding to Derby City Council for delivery of the Derby components of the Access Fund programme to be managed via a Service Level Agreement.
- 7** To directly award up to £390k of grant funding to Nottinghamshire County Council for delivery of shared contract with external supplier for Household Personalised Journey Planning through Midlands Highways Alliance PSP2 procurement framework.

**1 REASONS FOR RECOMMENDATIONS**

- 1.1 Acceptance of the £2.935 million of revenue funding for the Nottingham Derby Access Fund and Nottingham Ultra Low Emission Fleet (ULEF) programmes will support the city to meet Council Plan objectives around supporting local growth, carbon reduction and air quality and energy as well as contributing to a healthier Nottingham.
- 1.2 The funding will help to deliver a balanced and co-ordinated transport strategy for the City through community and business programmes to incentivise and support the uptake of the full range of travel choices thereby reduce private and business traffic on the City's road network, supporting City Council's commitments to ease congestion and reduce air pollution from local transport. The funding available for Nottingham will help to realise the benefits of recent transport infrastructure investment in the City including Nottingham tram extensions, Nottingham Cycle City Ambition and support delivery of the Nottingham Go Ultra Low programme and the implementation of the Clean Air Zone.
- 1.3 Supporting uptake of Ultra low Emission Fleets (ULEFs) for targeted businesses and workplaces will reduce the carbon and emissions footprint of vehicles thereby reducing air pollution helping to meet public health objectives. The programme will demonstrate good practice for ULEFs supporting local businesses and the healthcare sector to meet fleet emissions requirements in readiness for the implementation of a Clean Air Zone by 2020.
- 1.4 The programme will also support local economic development and access to skills and jobs by providing continuation funding for journey planning and cycle services and skills for eligible jobseekers of the ESIF Youth Employment Initiative (YEI) Nottingham Gets2Work programme when the YEI funding ends in March 2018.

- 1.5 The Access Fund and ULEF programmes are building on recognised good practice including the previous Local Sustainable Transport Fund programmes delivered in Nottingham and Derby. Use of existing local suppliers where appropriate to capitalise on local knowledge, expertise, contacts and partnership relationships will ensure delivery of effective outcomes whilst saving time and commissioning costs.
- 1.6 Sharing good practice and joint procurement of services where appropriate to achieve efficiency savings and consistency of approach for delivery of the Nottingham Derby Access Fund programme supports the aspirations for joint working on common areas of interest to support the prosperity of the two cities.

## **2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)**

- 2.1 Nottingham City Council led the delivery of the successful Nottingham Local Sustainable Transport Fund (LSTF) programme which provided £16.196 million for sustainable travel measures from 2011/12 to 2015/16. In the autumn 2015 the Department for Transport (DfT) announced a new Access Fund as a legacy to LSTF. To bridge the gap between the LSTF programme and the new Access Fund, DfT invited bids to the interim “Sustainable Travel Transition Year Fund” to access a share of £20 million of revenue funding for sustainable travel projects in 2016/17. The City Council submitted a D2N2 partnership bid which was unsuccessful in securing funding.
- 2.2 In July 2016 DfT launched the Access Fund revenue bid competition in offering a further £60 million revenue funding for the three year period 2017/18 to 2019/20 to complement the £500m capital funding for sustainable transport embedded in the Local Growth Fund (LGF). DfT’s strategic aims of the Access Fund are to:
  - Support the local economy by supporting access and connecting people to new and existing employment, education and training; and
  - Actively promote increased levels of physical activity by increasing numbers of people walking and cycling safely
  - Support cycling and walking in the context of the target and objectives of the Cycling and Walking Investment Strategy.
- 2.3 The City Council led a joint bid in partnership with Derby City Council and Nottinghamshire County Council. The Nottingham Derby Access Fund bid package is 100% revenue funding and has been designed to support ongoing development in Nottingham and Derby through a comprehensive package of travel behaviour change measures to support capital infrastructure investment in Nottingham and Derby. The bid is supported by local and in-kind funding contributions from British Cycling, NTU Business School and intu.
- 2.4 DEFRA invited bids to the Air Quality Grant for 2017/18 in November 2016. Lot 1 Delivering Results sought bids to develop and/or implement measures to improve local air quality over the next one to two years including:
  - Incentives and infrastructure to promote uptake of clean vehicle technology and ultra-low emission vehicles (ULEVs).
  - Local Authority and business vehicle fleet efficiency, for example retrofitting older vehicles.
  - Public procurement initiatives using, for example, ULEVs, to lead by example.
  - Communication and engagement projects to influence behaviour and awareness
  - Partnerships with local businesses and households to reduce air pollutant emissions from transport, industrial production, construction, buildings and other sources.

- 2.5 The City Council led a Joint Application to Lot 1 on behalf of Nottingham City Council and the surrounding local authorities including Nottinghamshire County Council, Ashfield District Council and the boroughs of Broxtowe, Gedling and Rushcliffe for an Ultra Low Emission Fleets Project which proposed three core work packages to be delivered across the Nottingham conurbation to apply tried and tested approaches to support the uptake of ULEVs by healthcare organisations and other Nottingham Health and Wellbeing Board partners located in air pollution hotspots through a structured three stage programme to assess business transport fleet needs and develop action plans to support transition to ULEVs, supported by monitoring and good practice sharing.
- 2.6 On 24 January 2017, the Department for Transport announced that the Nottingham Derby Access Fund bid was one of the successful programmes. The bid has secured £2.735 million revenue funding for the Nottingham urban area and Derby City for spend by March 2020. The programme allocations are set out in Appendix A Table 1. There is £1.459 million available for Nottingham City with a further £150,000 for household personalised journey planning in the Nottingham conurbation, and £1.124 million for Derby City.
- 2.7 On 22nd February 2017 DEFRA announced that that our Air Quality revenue grant funding had also been successful, securing a further £200,000 revenue funding for 2017/18 for the Nottingham Ultra Low Emission Fleet (ULEF) programme in the Nottingham urban area. The two programmes are complementary and seek to support the same target businesses so to achieve best value in terms of resources and maximise impacts of these programmes it is proposed to deliver the two programmes together.
- 2.8 Programme activities will be delivered through two complementary workstreams:
- A: Metro Connected Communities** will improve air quality and public health by embedding low carbon and active travel behaviour, using cycling as a catalyst to enhance the leisure and cultural offer of the two cities, with activities focused in communities within air quality hotspots and key investment corridors to support introduction of the Clean Air Zones. The Connected Communities workstrand will work at three levels by:
- Targeting individual households in areas of higher levels of car ownership and air quality concern to promote travel options and travel behaviour change
  - Providing active travel support services such as cycle training, walks, rides, bike maintenance skills courses in communities with low levels of physical activity and high levels of health inequalities to engage and encourage families to do more walking and cycling
  - Working in partnership with British Cycling to support mass participation programmes to maximise the potential of citywide and national cycling events and elite rides programmes to reach out to people and encourage participation.
- B: Metro Jobs workstrand** will support local economic development by improving access to work, jobs and skills with programmes to support employers and those seeking employment, as well as business innovation. The Air Quality Grant will provide additional resources for the roll-out of the Ultra Low Emission Fleet programme in 2017/18 as part of the business workplace travel plan support package in the Nottingham urban area:
- Targeted workplace travel plan support packages will be focused in key investment areas in the two cities (business parks and Broadmarsh in Nottingham, Infinity Park in Derby) and working with NHS and social care partners in Nottingham City. Personalised Travel Planning for employees will be targeted at key organisations within the programme;
  - In Nottingham the programme will specifically provide additional ULEV promotion measures to healthcare organisations and other Nottingham Health and Wellbeing Board partners, such as Nottingham City Homes, located in air pollution hotspots to provide a structured Action Plan approach to support the transition to ULEVs. Activities include fleet reviews of vehicle composition, duty cycles and whole life costings to identify ULEV opportunities; ULEV experience events to raise the profile and availability of different

ULEVs to raise awareness and understanding amongst drivers and fleet users; myth busting information and masterclasses for decision makers and influencers providing an introduction to ULEV technologies; ULEV procurement guidance for businesses to include favourable ULEV standards in replacement and new vehicle purchase decisions. This investment will be matched with Go Ultra Low Nottingham (GULN) funding to provide a vehicle “Try before you Buy” scheme, investment in charge point infrastructure at workplaces, fleet technician training in ULEV servicing, maintenance and repair and a fleet recognition and accreditation scheme rewarding businesses that opt to convert 5% of their fleets to ULEV by 2020

- A bespoke jobseeker travel support package offering a menu of support solutions for jobseekers using personal journey planning to identify support packages (such as Journey buddying; Cycle training; Bike skills/qualifications; Cycle loan/recycled bike) to address individual travel barriers helping to connect people to jobs and training and developing skills.
- Supporting low carbon business innovation including piloting a Clean Air Last Mile Delivery Hub and Community Click & Collect network using ultra low emission delivery vehicles and improve professional and technical skills in the transport industry through local, regional national and European partnership working around cycling excellence to share local good practice.

2.9 The measures in the proposed programme have been selected based on local good practice, practical experience and evidence and evaluation of what works from the Nottingham and Derby City’s LSTF programmes and the proposed package will:

- Improve air quality to support the introduction of our Clean Air Zone,
- Embed low carbon and active travel cultures in our businesses and communities,
- Improve access to work and jobs.

2.10 Based on our experience of successful delivery of a large scale LSTF programme, the partner authorities agreed that the City Council will co-ordinate the Access Fund programme on behalf of the partnership and the City Council is the lead authority for the programme delivery and financial management of this funding. The City Council is also the lead partner for the Air Quality Grant.

2.11 A small proportion of the programme funding has been allocated for programme co-ordination, project management, contract management and communications. There is also funding for dissemination, monitoring and evaluation activities to comply with DfT and DEFRA grant requirements. A Programme Board with senior representation from the three local transport authorities and the D2N2 LEP will be set up to oversee the delivery of the programme.

2.12 The Access Fund is a grant awarded under Section 31 of the Local Government Act 2003. A total sum of £2.735 million revenue grant funding has been awarded by Department for Transport to Nottingham City Council in respect of the partnership comprising Nottingham City, Derby City and Nottinghamshire County Councils for the period 2017/18 – 2019/20. An additional £200k has been awarded by DEFRA to Nottingham City Council in respect of the partnership with Nottinghamshire County Council, Ashfield District Council and the boroughs of Broxtowe, Gedling and Rushcliffe for 2017/18. In view of the synergies between the business support packages in the two bids it is proposed to pool the two grant awards and manage as a single programme to co-ordinate external communications, enable effective project management and realise economies of scale with resources for delivery.

2.13 The programme is supported by £1.187 million of local match and third party contributions, providing a total package of £4.122 million as outlined in Appendix A, Table 1. The local match funding is from existing resources and partner contributions and creates no additional commitment for the City Council. Unless alternative funding has been secured beyond 2020,

at the end of the fund period on 31st March 2020, the Access Fund activities will cease to prevent unfunded activities continuing. Appropriate programme closedown arrangements will be put in place. The DEFRA Air Quality Grant funded component is a one year programme for 2017/18.

- 2.14 Where activities to be funded from these grants are building on local projects and approaches established through the previous Local Sustainable Transport Fund (LSTF) and other current workstreams (EU funded Youth Employment Initiative and Remourban), to capitalise on existing partner relationships and local expertise, dispensation from Contract Procedure Rules 5.1.1 and 5.1.2 in accordance with Financial Regulation (3.29) (Operational Issues) is required to allow for renewal, extension or direct award of the specific contracts set out in Appendix B Table 1. This approach will ensure best value for the delivery of the effective outcomes, saving time and commissioning costs as explained in Appendix B.
- 2.15 The funding and grant conditions will be released in due course by the DfT and DEFRA. The Transport Strategy team will put in place appropriate processes to ensure adherence to the grant conditions, to avoid unfunded expenditure. These will include robust partnership arrangements, record keeping and submission of performance monitoring information to DfT and DEFRA as required. The grant offer letters are provided in Appendix C.

### **3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS**

- 3.1 Two options to (1) reject the funding awards and (2) vary the programme proposals from those submitted in the bids were considered. The option to refuse the grant funding was rejected as it would reduce the Council's ability to reduce congestion and transport related air pollution, to meet its Council Plan target of 10% more people journeys by walking, cycling or taking public transport to work by 2019 and the requirement to introduce a Clean Air Zone in 2020. The option to vary the programme was rejected to ensure the City Council remains compliant with the terms and conditions of the funding awards. Both options would potentially adversely affect the Council's reputation as a leader in local transport delivery.

### **4 FINANCE COMMENTS (INCLUDING IMPLICATIONS AND VALUE FOR MONEY/ VAT**

- 4.1 The total amount of grant funding of £2.935m for the partnership of Nottingham City, Derby City and Nottinghamshire County Councils is to be managed by Nottingham City Council under agreed governance arrangements. The match funding outlined in the report has been secured and will provide an overall funding package of £4.122m as shown in Table 1:

	Nottingham City Council	Derby City Council	Nottinghamshire County Council	External funding	TOTAL
Grant funding (£m)	£1.661	£1.124	£0.150		£2.935
Match funding (£m)	£0.488	£0.156	£0.025		£0.669
External funding (£m)				£0.518	£0.518
<b>TOTAL</b>	<b>£2.149</b>	<b>£1.280</b>	<b>£0.175</b>	<b>£0.518</b>	<b>£4.122</b>

- 4.2 The grant conditions attached to the funding have yet to be released. Governance arrangements are in place to ensure appropriate management and distribution of the grant in line with Appendix B and outlined in Table 1. The Transport Strategy Team at Nottingham City Council is responsible for ensuring that all returns are completed in line with the award

and supporting information is maintained. The detail on the receipt of the grant and/or the mechanism for claiming it will be laid out in the terms and conditions which are not yet known. Finance colleagues will work with the Transport Strategy Team when this information is received to ensure that the financial implications and cash flow for the City Council are considered.

4.3 A dispensation from Financial Regulations is only required where current arrangements are in place as outlined in paragraph 2.14 and these arrangements ensure overall sound value for money.

4.4 I support the dispensations within the report.  
Geoff Walker, Chief Finance Officer, 6<sup>th</sup> April 2017

## **5 LEGAL AND PROCUREMENT COMMENTS (INCLUDING RISK MANAGEMENT ISSUES, AND INCLUDING LEGAL, CRIME AND DISORDER ACT AND PROCUREMENT IMPLICATIONS)**

5.1 As the lead authority for both funding awards, the City Council will chair a Nottingham Derby Access Fund Programme Board with representation from the three partner local authorities and D2N2 LEP. The Board will meet quarterly and will be responsible for identifying, managing and mitigating programme risks. Risks will be managed in line with the corporate risk management framework and will be mitigated through effective programme management and partnership working through a Nottingham Derby Access Fund high level officer steering group. It will be the responsibility of the Board to ensure compliance with the terms and conditions of the grants awards and that the grants are committed for authorised purposes.

5.2 In view of the requirement to spend to the annual profiles set out in the bid documents with full spend and programme delivery to be completed by 31<sup>st</sup> March 2020, and the seasonal nature of the cycling elements of the programme, the bid partnership needs to mobilise programme activities and start delivery of services in line with the programme plans in set out in the bids. Using a combination of in-house resources and selected external delivery organisations, drawing on established providers for the previous LSTF programme where appropriate, will ensure swift mobilisation and continuity of services thereby maximising effectiveness of the grant funding.

5.3 On this basis the City Council will renew or extend contracts or make direct awards to some existing suppliers where identified in Appendix B Table 1. This requires dispensation from Contract Procedure Rules 5.1.1 and 5.1.2 in accordance with Financial Regulation (3.29) (Operational Issues).

5.4 The City Council will be expected to sign a grant funding agreement with DfT/DEFRA. The City Council must ensure it complies with the terms of the grant funding agreement or may face having to repay all or some of the grant. This should include ensuring compliance with any procurement requirements of DfT/DEFRA in addition to the City Council's Contract Procedure rules and the Public Contracts Regulations 2015. The requirement for a dispensation for three of the contracts identified in Appendix B does not raise any significant legal issues as these are below the relevant financial thresholds (but subject to compliance with DfT/DEFRA requirements). The City Council should put in place agreements with Derby City Council and Nottinghamshire County Council in respect to the grant funding the City Council is providing as the City Council will remain responsible to DfT/DEFRA as the lead partner.

**6 STRATEGIC ASSETS & PROPERTY COMMENTS (FOR DECISIONS RELATING TO ALL PROPERTY ASSETS AND ASSOCIATED INFRASTRUCTURE)**

6.1 Not applicable

**7 SOCIAL VALUE CONSIDERATIONS**

7.1 The Nottingham Derby Access Fund has been assessed as delivering high value for money as part of the business case development. The programme will proactively support businesses in the D2N2 urban area and support local suppliers of low carbon and active travel services. The proposed targeted personalised journey planning services for households, jobseekers and employees are proven to be effective in promoting travel choices and so will improve access to employment for residents as well as providing skills and training opportunities in sustainable transport for jobseekers. The overall programme by increasing uptake of lower carbon and more active travel options will improve the health of our citizens by supporting active lifestyles and reducing air pollution in air quality hot spots.

**8 REGARD TO THE NHS CONSTITUTION**

8.1 Not applicable

**9 EQUALITY IMPACT ASSESSMENT (EIA)**

9.1 Has the equality impact of the proposals in this report been assessed?

No

An EIA is not required because:  
(Please explain why an EIA is not necessary)

Yes

Attached as **Appendix D**. The EIA satisfactorily and accurately reflects key equality issues and due regard will be given to any implications identified in it. Outcomes should be monitored and reviewed to ensure identified groups benefit from the investment.

**10 LIST OF BACKGROUND PAPERS RELIED UPON IN WRITING THIS REPORT (NOT INCLUDING PUBLISHED DOCUMENTS OR CONFIDENTIAL OR EXEMPT INFORMATION)**

10.1 None

**11 PUBLISHED DOCUMENTS REFERRED TO IN THIS REPORT**

11.1 The Nottingham Derby Access Fund bid is published at <http://bit.ly/2c5z8Ke>.

11.2 The Nottingham ULEF Project DEFRA Air Quality Grant Lot 1 2017/18 bid is published at <http://goultralownottingham.org.uk/latestnews/cleaning-health-sector-fleets/>

11.3 The Nottingham Urban Area LSTF Programme 2011 – 2015 Programme Evaluation Report (April 2016) is published at [www.nottinghamcity.gov.uk/lstfprojects](http://www.nottinghamcity.gov.uk/lstfprojects)



## **12 OTHER COLLEAGUES WHO HAVE PROVIDED INPUT**

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## Appendix A: Table 1: Nottingham Derby Access Fund programme allocations and funding splits by LTA

Workstrand/Measures	Total cost	DfT/ DEFRA grant	Grant funding profile by year			Grant allocation by LTA			LTA contribution			External funding support
			2017/18	2018/19	2019/20	DCC	NCC	Notts CC	DCC	NCC	Notts CC	
<b>A: Metro Connected Communities</b>	<b>£1,352,000</b>	<b>£976,000</b>	<b>£302,000</b>	<b>£378,000</b>	<b>£296,000</b>	<b>£350,000</b>	<b>£476,000</b>	<b>£150,000</b>	<b>£63,000</b>	<b>£0</b>	<b>£25,000</b>	<b>£288,000</b>
<i>Household personalised travel planning in AQ areas</i>	£475,000	£450,000	£104,000	£203,000	£143,000	£140,000	£160,000	£150,000			£25,000	
<i>Community active travel services</i>	£389,000	£326,000	£116,000	£105,000	£105,000	£210,000	£116,000		£63,000			
<i>Creating an active travel culture</i>	£488,000	£200,000	£82,000	£70,000	£48,000		£200,000					£288,000
<b>B: Metro Jobs</b>	<b>£1,990,000</b>	<b>£1,369,000</b>	<b>£484,000</b>	<b>£441,000</b>	<b>£444,000</b>	<b>£624,000</b>	<b>£745,000</b>	<b>£0</b>	<b>£93,000</b>	<b>£318,000</b>	<b>£0</b>	<b>£210,000</b>
<i>Travel options business service</i>	£1,057,000	£496,000	£127,000	£192,000	£177,000	£261,000	£235,000		£93,000	£258,000		£210,000
<i>ULEF business support programme (DEFRA grant)</i>	£200,000	£140,000	£140,000				£140,000			£60,000		
<i>Jobseeker personalised journey planning and referral service</i>	£545,000	£545,000	£161,000	£192,000	£192,000	£363,000	£182,000					
<i>Supporting low carbon business innovation</i>	£188,000	£188,000	£56,000	£57,000	£75,000		£188,000					
<b>C: Programme Management</b>	<b>£780,000</b>	<b>£590,000</b>	<b>£211,000</b>	<b>£176,000</b>	<b>£203,000</b>	<b>£150,000</b>	<b>£440,000</b>	<b>£0</b>	<b>£0</b>	<b>£170,000</b>	<b>£0</b>	<b>£20,000</b>
<i>Programme administration + staffing costs</i>	£700,000	£530,000	£176,000	£176,000	£178,000	£150,000	£380,000			£150,000		£20,000
<i>ULEF monitoring and dissemination</i>	£30,000	£30,000	£30,000				£30,000			£20,000		
<i>D2N2-wide monitoring + evaluation</i>	£50,000	£30,000	£5,000		£25,000		£30,000					
<b>Totals</b>	<b>£4,122,000</b>	<b>£2,935,000</b>	<b>£997,000</b>	<b>£995,000</b>	<b>£943,000</b>	<b>£1,124,000</b>	<b>£1,661,000</b>	<b>£150,000</b>	<b>£156,000</b>	<b>£488,000</b>	<b>£25,000</b>	<b>£518,000</b>
Total DfT grant funding		£2,935,000										
Total LTA match funding (revenue)		£669,000										
% match funding contribution		16%										
Total third party contributions		£518,000										
% third party contributions		13%										
<b>Total funding package</b>		<b>£4,122,000</b>										

**Note not all of DCC allocation will be directly awarded to DCC:**  
The DCC allocation for Personalised Travel Planning (PTP) elements of Measures A1: HH PTP £80k, B1: Employee PTP £30k B2: Jobseeker PTP £93k = £203k total will be within jointly managed contracts with budget held by NCC.  
**Nottinghamshire County Council** – please see App B, Table 1, A1 for explanation of the up to £390k award

## Appendix B: Table 1: Nottingham Derby Access Fund Procurement and Commissioning Strategy

Proposed procurement approach for each project	Value £k
<b>Workstrand A: Metro Connected Communities</b>	
<p><b>A1: Household Personalised Travel Planning (PTP) in Air Quality Areas</b> for 30,000 households (7,000 in Derby and 23,000 in Nottingham Urban Area)</p> <ul style="list-style-type: none"> <li>Household PTP has previously delivered for Nottinghamshire County Council by AECOM in partnership with ITP Consultants for independent evaluation through the Midlands Highways Alliance framework contract Professional Services Partnership 2 (PSP2). This approach has been recognised as good practice.</li> <li>PSP2 can be used in 20017/18 – 2019/20 by all partner authorities. Upper limit on the contract is the OJEU limit of £350 million so capacity to include this programme.</li> <li>Option for Notts CC to manage overall delivery on behalf of the bid partnership to co-ordinate delivery with wider PTP work for Notts CC Access Fund programme through a direct award to NottsCC of shared project budget of up to £390k. (Note remaining £25k of total £415k project budget is Notts CC local contribution.) This approach provides economies of scale and enables use of the same experienced field team across Nottingham and Derby.</li> <li>A proportion of the allocated project budget is for travel taster offers, print and marketing materials provided to participating households. There is the option for each LA partner to produce the information packs in-house or to source via the consultants.</li> </ul>	<p>Up to £415k = £84k:£208k: £123k</p>
<b>A2: Community Active Travel Services:</b>	
<p><b>A2a: Establish regular Cycle Centres</b> in communities in Nottingham with low level of physical activity.</p> <ul style="list-style-type: none"> <li>The project will provide a rolling programme of pop-up cycle support services (such as led rides, cycling skills, Dr Bike, bike recycling and bike maintenance) in eight locations (2 per Cycle City corridor).</li> <li>The project will run for 3 years with activities focused in the April to October period due to the seasonal nature of cycling.</li> <li>The commissioning strategy is for Nottingham City Council to let a tender for provision of a menu of community based cycling services for 3 years. The successful provider to be appointed through delegated approval by Deputy Chief Executive/Corporate Director for Development and Growth.</li> </ul>	<p>£100k = £30k:£35k:£35k</p>
<p><b>A2b: Small scale trial of 6 electric bikes</b> in Nottingham as part of Citycard Cycle fleet including conversion/upgrade of electronic docking stations in 3 locations</p> <ul style="list-style-type: none"> <li>Hourbike is currently the procured supplier for the Citycard Cycles infrastructure including the installation of 7 new electronic docking stations. (Value of works to install electronic docking stations in 2016/17 = £100k).</li> <li>The EV bike trial needs to be compatible with existing system and budget allocation is based on conversion of 3 docking stations to provide charging facilities for 2 Ebikes per location and provision of 6 Ebikes.</li> <li>The commissioning strategy is a dispensation from with Contract Procedure Rule 5.1.1 in accordance with Financial Regulation (3.29) (Operational Issues) to allow for contract extension of £16k to the current Hourbike contract for conversion of the electronic docking stations installed by this supplier. The new electric bikes to be tendered for if they cannot be sourced through the existing provider.</li> </ul>	<p>£16k in Yr1</p>
<p><b>A3: Creating an active travel culture:</b> Enhance engagement opportunities through existing active travel events such as mass participation cycle events and British Cycling rides programme and a programme of engagement, communications, events, and bespoke cyclist and driver training.</p> <ul style="list-style-type: none"> <li>The active travel events programme will be delivered in house by NCC Communities and Leisure through existing partnerships. Existing relationships with British Cycling and other partners are already established with events programmed in 2017/18 to 2019/20.</li> <li>Additional services to support delivery such as temporary event cycle parking, driver and cyclist training and specialist workshops can be bought in from local providers appointed through a tender process. Successful providers to be appointed through delegated approval by Corporate Director for City Development.</li> </ul>	<p>£200k = £82k:£70k:£48k</p>
<b>Workstrand B: Metro Jobs</b>	
<b>B1: Travel options business service</b>	
<ul style="list-style-type: none"> <li><b>B1a: Travel plan engagement and support offer</b> for Push Pull Phase 2, Broadmarsh and NHS, social care and Health and Wellbeing Board partners in Nottingham. Overall project value £345k: This will include the DEFRA Air Quality Grant for the Ultra Low Emission Fleet (ULEF) programme in 2017/18 (value £140k)</li> </ul>	<p>Maximum value of value of external service delivery = £280k</p>

<b>Proposed procurement approach for each project</b>	<b>Value £k</b>
<p>and a business engagement programme for the Broadmarsh redevelopment to be delivered in-house by NCC Traffic and Safety (value £65k = £30k:£25k:£10k)</p> <ul style="list-style-type: none"> <li>The programme will be delivered as a single business support service combined with WPL and OLEV business support programmes co-ordinated through the Transport Strategy Team.</li> <li>The commissioning strategy will be to tender for an external support to provide business engagement activities, events and travel promotion services working in partnership with NCC up to the value of £280k. Successful providers to be appointed through delegated approval by Corporate Director for City Development.</li> </ul>	£140k:£70k:£70k
<p><b>B1b: Employee personalised travel planning (PTP)</b> for 30 businesses (10 per annum) in Nottingham and Derby for selected businesses supported through measure B1a.</p> <ul style="list-style-type: none"> <li>The commissioning strategy is to for NCC to let a tender for a single external provider to provide PTP services in Nottingham and Derby.</li> <li>Option to combine tenders for B1a and B1b and let as single contract up to value of £340k.</li> </ul>	£20k pa = £60k (Split £30k:£30k Nottm:Derby)
<b>B2: Jobseeker Travel Support</b>	
<p><b>B2a: Jobseeker Travel Support Referral Service</b></p> <ul style="list-style-type: none"> <li>Personalised travel planning and travel support referral service including communications, marketing, and outcomes monitoring and evaluation to run in Derby City and Nottingham City for 3yrs. Activities in Nottingham in Year 1 would be designed to complement the EU ESIF funded Youth Employment Initiative Nottingham Gets2 Work and initially target the 29yrs + cohorts before rolling out more widely in April 2018 after close of YEI programme.</li> <li>Sustrans have pioneered and delivered similar jobseeker cycle programmes in Nottingham and Derby (Jobseeker BikeIT, LSTF Community Hubs jobseeker support in partnership with Sustainable Travel Collective (STC)). Sustrans in partnership with STC, supported by NCC, have secured EU ESIF funded Youth Employment Initiative (YEI) from DWP to continue provide jobseeker travel support services for eligible individuals in the 16-29 years cohort in Nottingham City though the Nottingham Gets to Work programme until March 2018. The Access Fund would provide funding to continue the PTP and cycle elements of the YEI offer in Nottingham City for a further 2 years.</li> <li>Therefore Sustrans already have the necessary relationships with local employment service providers, processes and services in place established through the LSTF and YEI programmes to mobilise quickly.</li> <li>The procurement strategy is a dispensation from Contract Procedure Rule 5.1.2 in accordance with Financial Regulation (3.29) (Operational Issues) to allow for direct grant funding award to Sustrans to provide the referral/personalised journey planning on basis of this being a tailor-made offer building on previous successful jobseeker support programmes in Nottingham and Derby (Jobseeker Bikelt) and current YEI programme.</li> <li>This approach would offer best value by capitalising on established relationships and, local partnerships with local employment support organisations providing time savings and service continuity.</li> </ul>	£155k= £51k:£52k:£52k (Delivered as joint service under single contract, indicative funding split £93k:£62k DCC:NCC)
<p><b>B2b: Jobseeker Travel Support intervention budget for Nottingham City only</b></p> <ul style="list-style-type: none"> <li>This measure provides the end referral services to address travel barriers for eligible jobseekers in Nottingham City identified under Measure B2a. The range of services provided would focus on travel information and active travel options and include journey buddying, cycle training, cycle skills sessions, recycle bikes, cycle maintenance and Build A Bike courses.</li> <li>The commissioning strategy is for NCC to let a tender for a framework contract for a menu of cycle skills services in Nottingham with local providers. Providers would be contracted on a per head basis using a schedule of rates depending on the demand for the different activities to meet the individual travel needs of the clients in Nottingham City referred from Measure B2a.(NB DCC would provide the equivalent service in Derby to support Measure B2a through in-house delivery and existing contractual arrangements and the allocation for this element is included within the £921k to be directly awarded to DCC.)</li> </ul>	£120k = £20k:£50k:£50k
<b>B3: Supporting low carbon business innovation</b>	
<p><b>B3a: Clean Air Delivery pilot</b> comprising setting up a Last Mile Delivery Hub at Park and Ride site in Nottingham along with Community Click and Collect network from NCC community venues plus monitoring and evaluation in partnership with Nottingham University to establish business case for establishing a future Clean Air Delivery Hub at Toton Park and Ride linked to NET.</p>	£136k = £41k:£42k:£53k

Proposed procurement approach for each project	Value £k
<ul style="list-style-type: none"> <li>The commissioning strategy is a dispensation from Contract Procedure Rule 5.1.2 in accordance with Financial Regulation (3.29) (Operational Issues) to allow for a direct award to WEGO zero carbon courier company to pilot this project. The project directly complements the EU funded Remourban community last mile delivery pilot in Sneinton which has been subcontracted to WEGO by Nottingham Energy Partnership.</li> <li>Piloting this approach to provide a last mile delivery service to support city centre independent retailers would demonstrate the viability of a zero emission freight hub and encourage other conventional couriers to invest in low emission delivery vehicles complementing activities under the GUL programme and work towards implementation of the Clean Air Zone.</li> <li>There is opportunity to include concessions on Last Mile Deliveries and Community Click and Collect parcel services within the pilot phase.</li> </ul>	
<p><b>B3b. Cycling Excellence Programme:</b></p> <ul style="list-style-type: none"> <li>Networking and good practice sharing including resource to support bid to host Cycle City conference in 2019 to be delivered by in-house team at NCC.</li> </ul>	<p>£52k = £15k:£15k:£22k</p>
<b>Workstrand C: Programme Management</b>	
<p><b>Programme coordination</b></p> <ul style="list-style-type: none"> <li>As lead authority, Nottingham City Council will take responsibility for programme coordination, financial management and project delivery. The grant funding provides resources for three designated posts for programme coordination, project management and communications and marketing activities, to be recruited.</li> <li>Each LTA's programme activities will be managed at the local level using in-house resources in Nottingham CC and Derby CC with shared delivery where highlighted above.</li> <li>This funding supports in-house teams and no procurement is required.</li> </ul>	<p>£530k (£380k for NCC &amp; £150k for DCC)</p>
<p><b>Monitoring and evaluation</b></p> <ul style="list-style-type: none"> <li>Nottingham CC as lead authority will hold the budget for monitoring and evaluation activities.</li> <li>Strategic monitoring activities will draw on in-house survey and data teams of the respective partner LTAs.</li> <li>Additional independent evaluation expertise including preparation of monitoring framework to support programme set up in 2017/18 and end of programme evaluation report in 2019/20 will be procured through tender (value up to £30k).</li> <li>The City Council will coordinate and oversee the ULEF monitoring and dissemination activities in 2017/18 for Measure B1: Business ULEF support package. A suitable provider of will be procured through tender (value up to £30k). As this will require different technical expertise to the overall programme evaluation this element will be procured separately to the main evaluation contract, although the outcomes of the ULEF evaluation will be included in the overall programme evaluation.</li> <li>Successful providers for monitoring and independent evaluation activities to be appointed through delegated approval by Corporate Director for City Development.</li> </ul>	<p>2 x £30k = £35k:£0k:£25k</p>

### Note: Access Fund – Derby City elements

£921k of the Access Fund programme will be directly delivered and commissioned by Derby City Council who will be responsible for procurement of any external providers for these elements. Funding for these measures will be transferred to DCC on an annual basis (£307k per annum) with appropriate Memorandum Of Understandings and Service Level Agreements in place to manage performance and ensure delivery towards shared programme targets.

The DCC allocation for Personalised Travel Planning (PTP) elements of Measures A1: HH PTP £80k, B1: Employee PTP £30k B2: Jobseeker PTP £93k comprising £203k in total will be managed through joint projects using the contractual and commissioning routes set out in Table 1 above, with the budget held by NCC.

## Appendix C Grant offer letters



Department  
for Transport

James Ashton  
**Nottingham City Council**  
Transport Strategy, Development and  
Growth, Loxley House,  
Station Street,  
Nottingham, NG2 3NG

James.Ashton@nottinghamcity.gov.uk

Pauline Reeves  
DEPUTY DIRECTOR, SUSTAINABLE ACCESSIBLE  
TRAVEL  
DEPARTMENT FOR TRANSPORT  
GREAT MINSTER HOUSE  
33 HORSEFERRY ROAD  
LONDON  
SW1P 4DR

DIRECT LINE: 020 79444 2470

Web Site: [www.dft.gov.uk](http://www.dft.gov.uk)

14 December 2016

James Ashton,

Nottingham Derby Access 2016/17 - 2019/20

I am pleased to inform you that Ministers have approved funding for the above named bid to the Access Fund, which closed on the 9<sup>th</sup> September 2016. We received a very healthy response to the competition and a large number of bids, which Ministers fully considered before arriving at their decisions.

It was felt this was a particularly strong bid, with a clear strategic narrative setting out how it will deliver against the fund's primary objectives of supporting the local economy by supporting access to new and existing employment, education and training as well as active promotion of increased levels of physical activity through walking and /or cycling.

The bid also demonstrated good understanding and consideration of air quality and / or carbon emissions, as well as the provision of solutions to the challenges faced by traffic congestion.

We are providing you early notification to enable business and resource planning in light of our previous commitment to notify local authorities of the outcome in December 2016. **This information is provided under strict embargo rules and will be announced formally in the New Year, it should not be shared more widely until we have notified you of the official announcement.**

Should you have any questions over the decision process, please email [sat.programmes@dft.qsi.gov.uk](mailto:sat.programmes@dft.qsi.gov.uk) in the first instance. Alternatively, for urgent enquiries, please contact Rabina Nawaz on 020 7944 3395, however **please note that any requests for additional feedback must be submitted in writing.**

The Department's funding contribution to the project will be paid as a revenue grant on the basis of the expenditure profile set out in your bid document. There will be no opportunity to carry forward any unspent funds into subsequent financial years.

We will write to you shortly with a formal offer of grant under Section 31 of the Local Government Act 2003. The letter will include the full terms and conditions under which the grant is to be provided. These conditions will include accepting full financial responsibility for the project going forward and working with the Department to provide a proportionate level of monitoring and evaluation. You will be asked to formally confirm agreement to these conditions in writing.

Thank you for taking the time to develop your bid for the Access Fund competition. My team and I look forward to working with you and we wish you every success in implementing the project and realising the benefits for your local communities.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Pauline', with a long horizontal flourish extending to the right.

Pauline Reeves



Department  
for Environment  
Food & Rural Affairs



Department  
for Transport

Nottingham City Council,  
Loxley House,  
Station Street,  
Nottingham  
NG2 3NG

21/02/2017

Dear Richard Taylor

**Funding awarded through the Air Quality Grant**

I am writing to confirm I have received clearance to make a revenue grant payment of £200,000.00 (two hundred thousand pounds) to Nottingham City Council under Section 31 of the Local Government Act 2003. I attach a signed Grant Determination Form.

This funding will enable you to carry out the proposal you submitted for the Air Quality Grant 2016/17 in line with the specifications detailed in your bid, in Annex A. Please note the guidance in the invitation to apply relating to expected delivery outcomes. In particular I draw your attention to section 1 in regard to fund objectives, reporting and review meetings, intellectual property rights, project expenditure and freedom of information.

If you have any questions regarding this letter, please do not hesitate to contact Andreas Hansen (tel: 020856 54341, [Andreas.Hansen@defra.gsi.gov.uk](mailto:Andreas.Hansen@defra.gsi.gov.uk))

Your acceptance of the award of this grant payment will be made by electronic signature carried out in accordance with the 1999 EU Directive 99/93 (Community framework for electronic signatures) and the UK Electronic Communications Act 2000. Acceptance of the offer comprised in this Agreement must be made within 7 days from the date of this Award Letter and the Agreement is formed on the date on which the Authority communicates acceptance on the Recipient's electronic contract management system ("Bravo"). No other form of acknowledgement will be accepted. Please remember to quote the reference number in any future communications relating to this grant.

**Signed by**

**Susanna May**

**HEAD OF THE JOINT AIR QUALITY UNIT**



## Grant Determination Form

### Air Quality Grant: No. 31/2940

The Secretary of State at the Department for Environment, Food and Rural Affairs, in exercise of the powers conferred by section 31 of the Local Government Act 2003, makes the following determination:

#### Citation

1) This determination may be cited as Air Quality Grant: No. 31/2940 (23494 – NOT1)

#### Purpose of the grant

2) The purpose of the grant is to provide support to local authorities in England to develop and/or implement measures to improve local air quality. Specifically, projects should contribute to reductions in air pollutant emissions and/or concentrations in areas in current and projected exceedance of the legal limits in the shortest time possible.

#### Determination

3) The Minister determines as the authority to which the grant is to be paid, and the amount of grant to be paid, the authority and the amount set out in Annex A.

#### Treasury consent

4) Before making this determination in relation to the local authorities in England, the Minister obtained the consent of the Treasury.

Signed by authority of the Secretary of State for Environment, Food and Rural Affairs

**Susanna May**

Head of Joint Air Quality Unit

21/02/2017

## Appendix D – Nottingham and Derby Access Fund Equality Impact Assessment

**Title of EIA/ DDM: Nottingham and Derby Access Fund**  
**Department: Development and Growth**  
**Service Area: Transport Strategy**

**Name of Author: Jennie Maybury**  
**Director: Peter Price**  
**Strategic Budget: No**

### **Brief description of proposal / policy / service being assessed:**

This EIA has been undertaken on the proposals detailed in the Nottingham and Derby Access Fund bid 2017/18 – 2019/20 including the Ultra Low Emission Fleet (ULEF) Air Quality Grant programme in year 1. The programme covers the Nottingham urban area and Derby City and comprises on two complementary work strands:

**Metro Connected Communities:** Projects and services to improve air quality and public health by embedding sustainable and active travel behaviour using cycling as a catalyst to enhance the two cities' leisure and cultural offer. Activities will be focussed in communities within air quality hotspots and key investment corridors to support introduction of the Clean Air Zones. The Metro Connected Communities workstrand will work at three levels by:

**A1: Household Personalised Travel Planning\*:** Targeting 30,000 individual households across Nottingham urban area and Derby in areas of higher levels of car ownership and air quality concern to promote sustainable travel behaviour change

**A2: Community Active Travel Services:** Providing local active travel support services such as cycle training, walks, rides, bike maintenance skills courses in communities with low levels of physical activity and high levels of health inequalities to engage and encourage families to do more walking and cycling.

**A3: Creating an Active Travel Culture:** Working in partnership with British Cycling to support mass participation programmes to maximising the potential of citywide and national cycling events and elite rides programmes to reach out to people and encourage participation along with programmes of specialist driver and cyclist training.

**Metro Jobs:** Projects and services support local economic development by improving access to work, jobs and skills with programmes to support employers and those seeking employment, as well as business innovation and development of skills in the sustainable transport sector:

**B1: Travel Options Business Service:** Targeted workplace travel plan support packages supporting 150 employers focused in key investment areas in the two cities (NG2, Science Park, Nottingham Business Parks, Broadmarsh and health care providers in Nottingham, Infinity Park area in Derby) and working with NHS partners in Nottingham City. An enhanced offer of Personalised Travel Planning\* for employees will be targeted at 10 key organisations per year. In 2017/18 this programme will specifically provide additional Ultra Low Emission Vehicle (ULEV) promotion measures to healthcare organisations and other Health and Wellbeing Board partners in Nottingham located in air pollution hotspots to provide a structured Action Plan approach to support the transition to ULEVs;

**B2: Jobseeker One Stop Personalised Travel Planning\* & Referral Service:** A bespoke jobseeker travel support package underpinned by targeted PTP offering a menu of support solutions for jobseekers using Personal Journey Planning to identify support packages from to address individual travel barriers helping to connect people to jobs (such as Journey buddying; Cycle training; Bike skills/qualifications; Build a Bike offers, Cycle loan/recycled bike) will support 2,500 jobseeker into work across the two cities.

**B3: Supporting low carbon business innovation** including piloting a Clean Air Last Mile Delivery Hub and Community Click & Collect network using low emission delivery vehicles and improving professional and technical skills in the transport industry through local, regional national and European partnership working around cycling excellence.

*\* Personal Travel Planning (PTP) is an established behavioural change technique that delivers information, incentives and motivation to individuals on a one to one basis in order to raise awareness of travel options specific to that individual's needs to help them make sustainable travel choices instead of choosing to travel by car. Versions of this approach have been developed for households, employees and jobseekers.*

**Information used to analyse the effects on equality:**

Information used to analyse the effects of the Bid measures on the equality groups was derived from:

- Census data
- Unemployment data
- Mosaic data
- Joint Strategic Needs Assessment for Nottingham and Nottinghamshire
- Local Transport Plan consultation

In addition, evidence of delivery and learning from delivery of the Nottingham and Derby programmes funded through the Local Sustainable Transport Fund have also been drawn from.

	<b>Could particularly benefit</b> <b>X</b>	<b>May adversely impact</b> <b>X</b>	<b>How different groups could be affected</b> (Summary of impacts)	<b>Details of actions to reduce negative or increase positive impact</b> (or why action isn't possible)
People from different ethnic groups.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>The measures will be aimed at all service users in the communities and businesses targeted (including the highlighted Equality Groups). For those accessing the programme there should be positive:</p> <ul style="list-style-type: none"> <li>• Economic impacts (and the associated social, health and well-being benefits) through enabling the unemployed into work</li> <li>• Health impacts through encouraging people to walk and cycle and through improvements to air quality.</li> </ul> <p>The programme aims to address the barriers that prevent people from adopting more sustainable and low emission travel options and so will enhance available transport services for all groups including:</p> <ul style="list-style-type: none"> <li>• Helping those in low income households to broaden their travel horizons with access to cycle training, cycle maintenance and buddying located to support cycling in communities with low levels of activity/ lower income areas.</li> <li>• Helping those who are unemployed to broaden their travel horizons to access jobs and training through the jobseeker travel support service (e.g journey buddying, cycle training, cycle loan)</li> </ul>	<p>Services will be delivered in the local areas (e.g local cycle centres and community level events and personalised journey planning for households) This will make it easier for those with a disability or limited mobility to participate. The delivery model will also promote community cohesion by enabling people of all groups to access the services and travel confidently.</p> <p>Promotional events and training will accommodate any specific needs for particular groups of users (e.g. age related, ethnic, gender, religious/faith groups, LGBT).</p> <p>Activities providing transport information will be publicised in ways that are accessible to all groups, e.g. ethnic groups whose first language is not English, disabled people.</p> <p>The bid proposals (e.g. personalised travel planning (PTP) for households, jobseekers and employees) may be able to identify measures that could help to improve safety and reduce hate crime against groups (ethnic, gender, LGBT, faith) whilst using sustainable transport modes.</p> <p>Affected protected groups who are most</p>
Men	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Women	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Trans	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Disabled people or carers.	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Pregnancy/ Maternity	<input type="checkbox"/>	<input type="checkbox"/>		
People of different faiths/ beliefs and those with none.	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Lesbian, gay or bisexual people.	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Older	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Younger	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Other (e.g. marriage/ civil partnership, looked after children, cohesion/ good relations, vulnerable children/ adults).	<input type="checkbox"/>	<input type="checkbox"/>		
<b><i>Please underline the group(s) /issue more adversely affected or which benefits.</i></b>	<input type="checkbox"/>	<input type="checkbox"/>		

			<ul style="list-style-type: none"> <li>• Providing skills training linked to cycling for jobseekers (e.g. bike skills/qualifications)</li> <li>• Helping those in employment enhance their travel options including more sustainable forms of travel which could improve their health.</li> <li>• Sustainable transport promotion and events for both local residents and businesses to encourage healthy, active lifestyles.</li> <li>• Cyclist and driver training packages will benefit all road users and enable people to cycle encouraging healthy, active lifestyles.</li> <li>• Improvements in air quality will improve conditions for children and from those with respiratory disorders</li> </ul> <p>The proposed package of measures detailed within the Nottingham Derby Access Fund 2017/18- 2019/20 and the ULEF Air Quality Grant 2017/18 bids will particularly positively impact on:</p> <ul style="list-style-type: none"> <li>• Unemployed people</li> <li>• People from low income households</li> </ul>	<p>likely to benefit from the programme (in particular disabled people) should be consulted throughout the lifespan of any project to ensure their views, needs and specific considerations are met.</p> <p>The activities in this programme will be complemented by existing projects including the continued partnership working with the RNIB on confidence building and travel training for vulnerable users (including those with physical and learning disabilities) to support and encourage users to travel by public transport, ensuring inclusive accessibility to travel options and services.</p>
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**Outcome(s) of equality impact assessment:**

- No major change needed  •Adjust the policy/proposal  •Adverse impact but continue   
 •Stop and remove the policy/proposal

**Arrangements for future monitoring of equality impact of this proposal / policy / service:**

Programme level and project level monitoring will include take-up of services by different groups.

**Approved by (manager signature):**

James Ashton  
[James.ashton@nottinghamcity.gov.uk](mailto:James.ashton@nottinghamcity.gov.uk)  
 0115 8763093

**Date sent to equality team for publishing:**

First Draft sent 27/08/2016  
 EIA updated 01/03/2017

Send document or link to:  
[equalityanddiversityteam@nottinghamcity.gov.uk](mailto:equalityanddiversityteam@nottinghamcity.gov.uk)