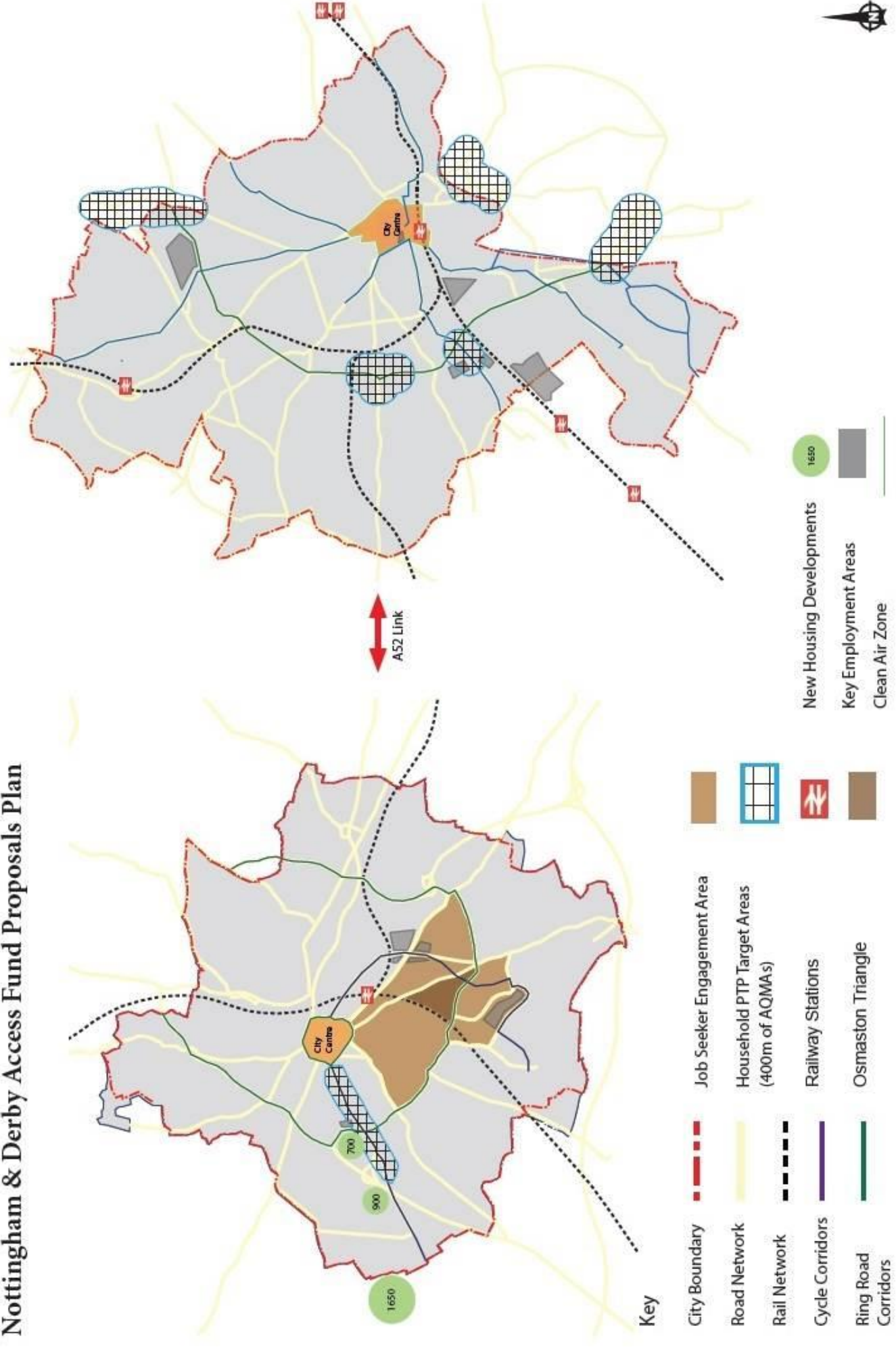


Nottingham Derby Access Fund Bid 2017/18 – 2019/20



Nottingham & Derby Access Fund Proposals Plan



**Applicant Information****Local transport authority name(s):**

Nottingham City Council (NCC – lead authority)

Derby City Council (DCC)

Nottinghamshire County Council (NottsCC)

Bid Manager: James Ashton, Transport Strategy Manager**Contact phone number:** 0115 876 3093**Email address:** James.Ashton@nottinghamcity.gov.uk**Postal address:** Nottingham City Council, Transport Strategy, Development and Growth, Loxley House, Station Street, Nottingham, NG2 3NG**Website address for published bid:** <http://bit.ly/2c5z8Ke>**SECTION A - Project description and funding profile****A1. Project name: Nottingham Derby Access Fund 2017/17 – 2019/20****A2. Headline description:**

A comprehensive package of sustainable travel behaviour change measures to support capital infrastructure investment in Nottingham and Derby building on local good practice.

Objectives:

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

Activities:

A1: Household PTP in air quality hotspots

A2: Active travel services in communities with low levels of physical activity

A3: Active travel event support programme

B1: Targeted workplace travel plan support packages in key investment areas

B2: Jobseeker travel support to address individual travel barriers to connect people to jobs

B3: Low carbon transport business innovation: Zero emission last mile delivery & Cycling Excellence Programme

A3. Type of bid

a) This bid is:

☒ **Revenue only**, and I confirm we have made provisions for a minimum additional 10% matched contribution☐ **Revenue & Capital**, and I confirm we have sourced the capital funding locally and have made provisions for a minimum additional 10% matched contribution.

b) If your bid is reliant on capital funding, please select one of the following options:

☐ **Reliant on new bid to Local Growth Fund.** This bid is reliant on capital funding from the Local Growth Fund and work cannot progress if LGF funding is not secured. (If so, please indicate the page number(s) in the Strategic Economic Plan that corresponds with the relevant capital investment(s):☐ **Contains Local Growth Fund contribution, but not reliant on it.** This bid contains a local contribution from the Local Growth Fund, but the work can still progress as planned if LGF funding is not secured.☐ **Does not contain any Local Growth Fund contribution.** The local contributions in this bid have been secured from sources other than a new bid to the Local Growth Fund, and there are therefore no relevant links to the LGF.**A4. Total package cost (£m): £3.822 million****A5. Total DfT revenue funding contribution sought (£m): £2.735million**

This comprises £1.459 million for Nottingham City, £1.126 million for Derby City and £150k for Nottinghamshire County Council for Household Personalised Travel Planning in the Nottingham urban area to be delivered in

partnership with NCC household PTP programme. This bid does not seek funding for capital projects however it has been designed to complement existing capital expenditure.

A6. Local contribution (£m): £1.087m

£1.087m comprising of revenue funding from Nottingham and Derby City Councils, Nottinghamshire County Council and external funding sources. Further details are provided in **Section B4 Financial Case**. Letters of support confirming commitments from external sources are set out in **Appendix A**. In addition to these local contributions the authorities intend to link the Access Fund programme with £1 million of sustainable transport capital funding, which the D2N2 LEP is making available for the Derby City and Nottingham City via the Local Growth Fund over the bid period.

A7. Equality Analysis

Has any Equality Analysis been undertaken in line with the Equality Duty? ☒ Yes ☐ No

An Equality Impact Assessment screening exercise (**Appendix B**) has been undertaken in-line with the City Council's Equality Duty. The assessment shows the measures to be beneficial to a wide cross section of the community and no adverse impacts were identified.

A8. Partnership bodies:

Nottingham City Council (NCC) coordinated this bid, working in partnership with **Derby City Council** (DCC) and **Nottinghamshire County Council** (NottsCC) the upper tier authorities responsible for transport delivery in the Nottingham urban area and Derby City, supported by partnerships comprising public, private and third sector organisations. NCC is responsible for managing the delivery programme and will be responsible for financial management as central budget holder. NCC will work closely with key funding and delivery partners, the most significant of which are set out below:

Key Funding Partners:

- **Derby City Council** is a joint partner for this bid and will oversee measures delivered in the urban area of Derby City. DCC, NCC and Notts CC recently collaborated on a successful Go Ultra Low City bid for OLEV funding, and joint bid offers further opportunities to provide economies of scale for sustainable transport delivery in the D2N2 urban area.
- **Nottinghamshire County Council** is a partner for the Household Personalised Travel Planning workstream to provide joint working on behaviour change measures in the Nottingham conurbation related to AQMAs. There is a long history of joint working between NCC and Notts CC on planning and transport through the Core Strategy and LTP processes.
- **Derby, Derbyshire, Nottingham, Nottinghamshire (D2N2) Local Enterprise Partnership (LEP)** is delivering the economic strategy of the area. The LEP is a key strategic partner endorsing this bid, and a funding contribution for Local Growth Fund capital infrastructure investment.
- **British Cycling** is a key contributor to delivering the Nottingham Cycle City vision. In the context of this bid British Cycling will be a key delivery partner for the active travel events programme to capture the benefits of elite cycling and mass participation rides programmes for the local community as part of their #ChooseCycling behaviour change programme. Their support is valued at £240k.
- **Intu** is a key employer in the East Midlands region with shopping centres in Nottingham (Broadmarsh and Victoria) and Derby employing circa 7,000 people. A core team of a Sustainable Travel Manager assisted by 3 site Travel Champions promote sustainable travel initiatives at the 3 centres and is providing staff resources to support the business engagement programme for LGF funded Broadmarsh redevelopment valued at £20k pa.
- **Nottingham Trent University Business School** will be providing research support for the delivery of the Road User Respect Action Plan valued at £48k.

Local Delivery Partners:

- **Sustrans** and **The Sustainable Travel Collective** are NCC's delivery partners for the ESF/ESIF Youth Employment Initiative funded 'Nottingham Gets 2 Work' programme which will complement the Access Fund jobseeker support package.
- **Jobcentre Plus** working to support jobseekers and **Ingeus, A4E** (agencies contracted by the Department for Work and Pensions) to support long term unemployed in Derby and Nottingham.
- **AECOM** will be the primary delivery partner for household Personalised Travel Planning in partnership with **ITP Consultants** providing the associated monitoring.

- **Hourbike:** Supplier for electronic docking stations and e-bikes pilot for the next phase of Nottingham's Citycard Cycle Hire scheme.
- **Bikeplus:** National partnership body for car share projects and monitoring partner for ebike pilot
- **University of Derby** will be providing revenue funding to support the delivery of the first phase of Derby's cycle hire scheme valued at £100k.
- **WEGO couriers:** Zero carbon courier organisation (**winner of 2015 Investors in the Environment Green Award**) delivering the Horizon 2020 Remourban project in Sneinton Nottingham and technical advisor for Clean Air Delivery pilot
- **Public Health teams at NCC and DCC** fund and support public health improvement programmes in Nottingham and Derby including the Live Well and Move More programmes.
- **Delivery partners** for jobseeker PTP, employee PTP, active travel services and zero carbon last mile delivery will be subject to appropriate procurement as set out in **Section B10**.

This funding bid has been developed in collaboration with the local business community, with whom the partner authorities have been closely engaged over a long period of time through their delivery of Local Transport Plans and Local Sustainable Transport Fund initiatives. Also Nottingham City has been closely engaged with the local business community through our sustainable transport activities associated with Work Place Parking Levy. Letters of support from local employers and key stakeholders are included in **Appendix A** of this bid.

SECTION B – The Business Case

B1. Project Summary

A: Connected communities

Personalised Journey Planning will target 23,000 households in Nottingham and 7,000 households in Derby over the course of the project which have been identified as within 400m of an air quality management area and with high car ownership.

Community Active Travel Services will see the establishment of 5 Cycle Centres in locations across Nottingham and Derby, alongside 10 community locations, with a reach of 9,000 participants over the project. This will also see a trial for 6 Electric Bikes to be used at these locations. A behaviour change programme in the Osmaston Triangle in Derby will engage with 9,000 individuals.

Creating an Active Travel Culture will see a package of events being provided including the annual events of Cycle Live, Great Notts Bike Ride and British Cycling Rides Programme over the three years. The creation of an innovative Road User Respect Charter to improve relations between cyclists and other road users in Nottingham, with 3,900 participants in training sessions and 12 public forums. If successful, this could be adopted by other local authorities.

B: Metro Jobs

Travel Options Business Service will see a business grant scheme which will support 30 businesses through 50% match funding for travel plan support, business support services through 150 Nottingham employers covering 30,000 employees and a Travel Options business service working targeted at 10 major employers per year (circa 1,300 employees per year) over the duration of the project.

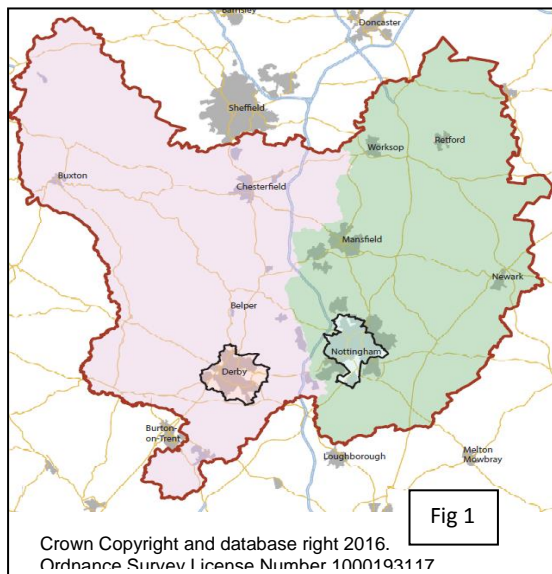
Jobseeker One Stop PTP and Referral service will see the creation of drop in services and signposting of various services including Journey buddying, cycle training, cycle loans wheel to work and bike skills courses. This will see:

- 2,580 individuals supported over the project;
- 1,545 jobseekers supported with personalised travel plans over the project;
- Referrals of individuals to specialist support services, which with a 70% uptake will see 196 individuals, take the support over the project.

Supporting Low Carbon Transport business Innovation will see the delivery of a last mile delivery hub site at one park and ride location, rollout of a "click and collect" network at 3 locations, a business case for a Zero Emission Delivery Hub at Toton Park and Ride and activities to foster local, regional national and European partnership working around cycling excellence.

B2. The Strategic Case

B2.1 Overview



The D2N2 LEP covering Derby, Derbyshire, Nottingham and Nottinghamshire is one of the largest LEP areas in England (See Figure 1). Employment is concentrated in and around the two urban centres of Nottingham and Derby. The two cities combined form one of the UK's most important urban areas and one of the top 30 population centres in Europe. Nottingham and Derby account for nearly 40% of total employment in the D2N2 LEP area with over 40,000 people commuting to work between the two cities and their surrounding districts. Nottingham has the highest level of commuting in the East Midlands.

Both Cities have seen significant local transport investment in the last few years including the redeveloped Derby bus station opened in 2010, the final section of Derby's inner ring road completed in 2011, the redevelopment of Nottingham Station in 2014 to create a multi-modal transport interchange and two new tramlines to the south and south-west of Nottingham in 2015. Widening of the

A453 also completed in 2015 has improved road linkages to the M1 and East Midlands Airport. Work is on track in Nottingham to complete four high quality cycle commuter corridors through the LGF1 funded Cycle City Ambition programme 2015/16 – 2016/17 Derby City have also identified high quality cycling corridors

Recognising that cooperation will secure investment and unlock the potential, the two cities are actively working together through the Derby and Nottingham Metropolitan Strategy (July 2016)

(<http://www.nottinghamcity.gov.uk/media/370487/derby-nottingham-metro-vision.pdf>). This sets out a 15 year strategy to 2030, providing a framework for co-operation to harness the complementary strengths of both cities, alongside a 3 year action plan for 2016 – 2019, to achieve four shared ambitions:

- **Metro Enterprise:** Promote Derby & Nottingham world-wide to attract new investment; support businesses to innovate, diversify, find new markets, increase productivity and strengthen supply chains
- **Metro Talent:** Enhance leadership, knowledge and creativity of skilled workers; nurture young people to be ready for work in the 21st century
- **Connected Metro:** Improve accessibility to the cities through shared development of our transport corridors, application of new transport technologies and better integration with our superb rail and airport interchanges; showcase how urban areas can apply information technologies to improve the efficiency of our infrastructure.
- **Metro Living:** Provide a range of exciting and accessible opportunities for a modern urban lifestyle where residents can live, earn and play through a wide range of leisure and cultural activities.

An example of successful partnership working between Derby and Nottingham is the successful Go Ultra Low City programme with both cities working together to promote the uptake of low-emission vehicles, through electric charging infrastructure, targeted events and a package of measures to support businesses in using electric vehicles. This work will also support air quality objectives in both cities.

B2.2 Policy context:

Nottingham and Derby have well established policy frameworks and associated delivery programmes. This bid will directly support delivery of local strategies for transport, economic development, sustainable communities, health, planning, and environment including:

- The D2N2 Strategic Economic Plan (SEP)(http://www.d2n2lep.org/write/Documents/D2N2_SEP_March_31st.pdf)
- has identified that the transport network is the most important element of the economic infrastructure for success and connectivity is one of the key factors differentiating locations for investment

- **Local Transport Plans:** the two cities' **Local Transport Plans** demonstrate a shared strategic vision to support economic growth and reduce carbon emissions from transport with objectives to improve access to key services, employment and training and support active healthy lifestyles. Continuing to deliver a package of smarter travel interventions to promote behaviour change is a key part of achieving this vision.
- **Low Emission Strategies:** the partner authorities are working together with the Joint Air Quality Unit on developing low emission strategies and scoping studies for the implementation of Clean Air Zones
- **Public Health Outcomes Framework:** The bid has significant potential for increased active travel in the two cities, particularly for cycling and will therefore directly support objectives of the Public Health Outcomes Framework, the delivery of the NHS Sustainability Transformation Plans and Nottingham's Health and Wellbeing Board's emerging new strategies for Healthy Living and Physical Activity and Derby City's Strategic Framework for Physical Activity being developed in partnership with Sport England, Derbyshire Sport and University of Derby. As well as helping people to make healthy travel choices, the bid will support more sustainable health and social care workforce practices through business travel planning and improve air quality.
- **Derbyshire Cycling Plan:** The Plan aims to make the county the most 'connected' in the country by doubling the number of people regularly cycling by 2025. It sets a joint authority strategic ambition for increasing levels of cycling over the next 10 years.
- **Nottingham Cycling Vision:** The cycle ambition strategy for Nottingham marks a step change for cycle provision across the city. The plan is to create a number of cross city segregated cycle "superhighways" linked with improved city centre cycle network. The programme will help to remove barriers to cycling within Nottingham and increase the numbers of people using bikes to travel.
- **Nottingham City Aligned Core Strategy (adopted 2014) and emerging Land and Planning Policies Development Plan Document, Derby City Saved Local Plan and emerging Core Strategy (currently at Public Examination):** include spatial objectives to make best use of existing land and provide new and support housing and economic growth through delivering excellent transport systems and reducing the need to travel.
- **Nottingham and Derby Sustainable Community Strategy 2010-2020** seeks to tackle poverty and deprivation, improve health and wellbeing by getting more local people into good jobs and promoting healthy lifestyles, and move Nottingham into a lower carbon future.
- **Nottingham and Derby's Climate Change and Energy Strategies** contain targets to reduce citywide carbon dioxide emissions by 26% from 2005 to 2020 by developing a low carbon resilient society for Nottingham and deliver a 5% reduction in Nottingham's total carbon emissions from 2005 to 2020 through behavioural change;

B2.3 Challenges and Opportunities

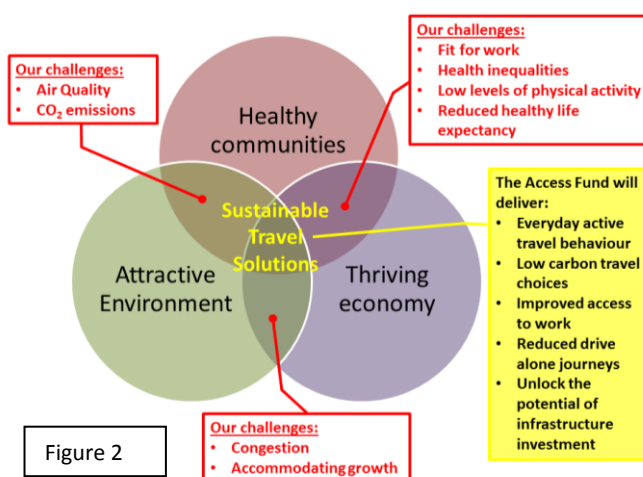
Our Access Fund bid package has been designed to support ongoing sustainable development in Nottingham and Derby through a programme of Sustainable Travel Solutions that respond to a number of interconnected local challenges and opportunities in terms of our local economy, the health of our citizens and the urban environment, as illustrated in Figure 2. The key challenges and opportunities are described below.

Challenge 1: Air quality and carbon emissions

In September 2015 the Department for Environment food and rural affairs (DEFRA) released Draft plans to improve air quality in the UK "Tackling Nitrogen Dioxide in our towns and cities".

Data released relating to Air Quality plans suggests the urban areas of Nottingham and Derby were not on track to meet air quality standards by 2020.

Derby forecast exceedances of EU limits by 2020, are focussed around the inner ring road and a related stretch of the A52. Overlapping with this key area, there are existing air quality management areas around the inner and



outer ring roads and an area of the A52 around Spondon. A significant proportion of Derby's traffic uses the inner and outer ring roads and the A52 to access education, employment and key services.

In Nottingham exceedances are primarily related to emissions from high volumes of diesel vehicles at some of the city's busiest roads. NO₂ Concentrations are highest on the Nottingham Ring Road and main arterial routes into the City Centre. There are also Air Quality Management Areas in City Centre extending out to Trent Bridge and West Bridgford and in the Arnold area of the city to the north. Both West Bridgford and Arnold are within the Nottinghamshire County Councils administrative area.

DEFRA have therefore mandated both Derby and Nottingham to implement Clean Air Zones which are intended to restrict the use of the most polluting vehicles. DEFRA have four classes of Clean Air Zone, both Nottingham and Derby are required to deliver a "Class B" this will restrict the use of busses, taxis and heavy goods vehicles (HGV's). To ensure that only the cleanest vehicles are encouraged to enter the Clean Air Zones standards for vehicles will be based around the Euro vehicle standards. Vehicles not meeting the Euro VI standard will be charged for entering the Clean Air Zone.

The Access Fund package proposed in this bid will provide a three year programme of tried and tested measures to promote travel behaviour change and uptake of zero and lower emission travel options to prepare for the introduction of the Clean Air Zones from 2020 onwards. **Measure A1 Household PTP** will specifically target households with higher levels of car ownership in air quality hot spots and in the vicinity of new cycling infrastructure. However the benefits will be spread more widely in terms of health benefits to residents on the transport corridors serving these target areas – it is well established that the impacts of poor air quality fall disproportionately on lower income households, which typically have lower levels of car ownership and so are not the main contributors to the problem.

Both cities are committed to the reduction of carbon emissions and accelerating the uptake of ultra-low emission vehicle use which will be delivered through the Go Ultra Low City programme. In 2014 the total estimated carbon emissions from transport for Nottingham was 1.15 tonnes per head of population, which is one of the lowest rates of per capita emissions out of the England Core Cities. **Measure B1** will work with key businesses to enable sustainable travel practices, complementing and supporting the roll-out of the Go Ultra Low programme. **Measure B3** will support an innovative pilot for a Clean Air Delivery Service to address pollution and congestion caused by last mile deliveries.

Challenge 2: Fostering healthier communities

Both cities have significant levels of deprivation characterised by high rates of unemployment, low income households and corresponding high levels of health inequalities.

Healthy life expectancy describes how long a person might be expected to live in 'good health' based on data from the Annual Population Survey. Although both life expectancy and healthy life expectancy have increased nationally and locally over recent years, life expectancy is increasing at a faster rate meaning that the population is spending a greater proportion of its total life in poor health. Life expectancy in Nottingham (76.6 years for males and 81.6 years for females) is significantly lower than the England average and healthy life expectancy is 57.8 years for males and 59.2 years for females (2009-2013 data, ONS 2015), the seventh worst local authority area. This has implications for both individuals – due an increased proportion of life spent with illness and disability – and society due to associated health and social care costs. As with total life expectancy, inequalities in healthy life expectancy correlate with deprivation.

Analysis across England shows that typically the diseases that impact the greatest on life expectancy (cancer, circulatory disease, respiratory) also have the greatest impact on people's health and quality of life. Other conditions such as mental health problems and musculoskeletal disease also contribute. Therefore the prevention of diseases to maximise time individuals can live in good health is a public health priority in Nottingham where it is estimated the population currently lives up to a quarter of their life in poor health. Physical inactivity is one of the key lifestyle factors which both cause and affect the consequences of many major illnesses. It is estimated that a third of adults in Nottingham are 'inactive'.

Investing in active travel measures and services set out in **Measure A2** in these “at risk” communities in Nottingham and Derby will support individuals and communities to adopt healthier lifestyles resulting in both the primary and secondary prevention of disease thereby improving both life expectancy and, crucially, healthy life expectancy. In parallel **Measure A1** Household PTP will target those areas with higher levels of car ownership to promote behaviour change to improve air quality, benefitting both those directly engaged and wider residents on the surrounding transport corridors serving these target areas.

Challenge 3: Congestion and growth

Congestion on the strategic road network including the M1, A50, A52 and A453, and around Derby and Greater Nottingham conurbations is holding back the potential of Nottingham and Derby as engines of growth. Delays as a result of congestion will significantly constrain the growth of the region and discourage inward investment. Delays impact on operational costs for businesses who have to factor in excess time into schedules to meet delivery times, resulting in unproductive activity. The cost of congestion is equivalent to around £300 per employee in Nottingham and Derby and will more than double by 2025. With over 297,000 workers based in Derby and Nottingham (2011 census), this cost is estimated to be £89 million p.a. Congestion also reduces access by residents to employment and constrains access of employers to their potential workforce, impacting on competitiveness. Proposed employment and residential developments will add to existing problems.

The proposed Nottingham - Derby Access Fund bid package will help to reduce congestion by working with both local residents and key employers in investment corridors to promote and encourage travel alternatives and maximise use of public transport, walking and cycling improvements, as well as addressing environmental and health concerns in those areas. Through the Transport Delivery Excellence Programme (TDEP) the D2N2 LEP is supporting the delivery of a high quality cycle route corridor, predominately corridors segregated from traffic or via lightly trafficked routes, from Derby City Centre to the west supporting cycle access to the Royal Derby Hospital, new housing growth and employment sites at Kingsway, new housing in Mickleover, Mackworth, Littleover and new housing on the western fringes of the City. The measures in the Access Fund bid will help to ensure that sustainable travel habits are understood, adopted and locked in as the housing and employment growth starts to come forward over the next few years in this area.

Challenge 4: Connecting people to jobs and supporting skills

Table 1 shows current numbers of unemployment benefit claimants in Derby and Nottingham. The number of claimants has reduced at a higher rate (circa 9%) compared to the national level which has only reduced by 3% over the past 12 months. Local jobseeker travel support initiatives delivered through the previous LSTF programmes and the ESF/ESIF Youth Employment Initiative Nottingham Gets 2 Work which commenced in 2016/17 will have played a role in helping to reduce claimant numbers. However there are still almost 10,000 jobseekers and benefits claimants living in the two cities so there is a need to continue to provide support packages to help individuals gain skills and to access employment opportunities. **Measure B2** will achieve this by addressing travel barriers through a package of personalised journey planning and bespoke support based on the successful BikeIT for Jobseekers and the employability support packages delivered in through the cities’ previous LSTF programme, supported by Wheels to Work and low cost access to bikes, cycling equipment and training. These activities will help to broaden travel horizons and reduce cost barriers by improving knowledge of jobseekers and job advisors about travel choices and public transport ticket options and provide direct support for low cost travel options and associated skills.

Table 1: Total JSA and Universal Credit claimants (July 2016 figures from the NOMIS portal, accessed August 2016.)

	Total JSA claimants	Total JSA plus Universal Credit claimants	% Change in past 12 months of JSA plus UC
Derby	1,897	2,505	-8.78
Nottingham	6,204	7,045	-9.23
England and Wales	468,892	641,310	-2.96

B2.4 Bid strategy – capturing the benefits of capital investment programmes

Our Access Fund programme has been designed to address the challenges described in **Section B2.3** by capturing the benefits of the following capital programmes which are under construction or coming on stream by 2020 through the Local Growth Fund:

- **City Cycle Ambition Programme:** the Cycle Ambition Programme funding has enabled the Council to invest at more than £10 per head of population. The works include the creation of four cycle corridors with connections into and through the City Centre to the North, South East and West. These corridors are being built to “cycle superhighway” segregation standard. To fully capture the behaviour change potential of this investment the Access Fund will provide a programme of community based cycling services in key communities along each of the four routes.
- **Broadmarsh redevelopment and Southside Transportation Strategy** supported through the Local Growth Fund, this scheme is intended to expand the City Centre to the south in order to link with important regeneration areas to the south of the city. The scheme will also provide a high-quality pedestrian link between the city centre and the railway station. The Access Fund will provide the business engagement package to support this along with pioneering scheme to introduce a zero carbon last mile delivery service using the Park and Ride locations as a last mile delivery hub. The implementation of an Action Plan to support Road User Respect Charter will support these public realm improvements and the introduction of associated courtesy junctions by using best practice to improve relationships between road users to communicate how different users negotiate less car orientated spaces.
- **South Derby Growth Zone:** The network to the south of the city is increasingly constrained and this has the potential to undermine employment growth and congestion, health and environmental concerns in the area. The **South Derby Growth Zone** is a major integrated transport project planned for the area and is fundamental to stimulating and sustaining economic and housing growth. The project provides vital transport links between the A50 and the city of Derby, unlocking thousands of homes and employment opportunities. It will ensure that there is capacity on the network to provide necessary route options to accommodate traffic from growth and regeneration without undermining the functioning of the wider network for existing residents and businesses. The **South Derby Growth Zone** creates access and connectivity from the strategic road network to the heart of the city by providing:
 - **The South Derby Integrated Transport Link (SDITL)** and associated new junction on the A50 to provide direct access to Infinity Park Derby (IPD), Derby’s flagship regeneration project, and over 3000 proposed new homes at Wragley Way and Highfields Farm,
 - **A5111 transport network capacity improvements** to allow free movement of traffic that has travelled along or through SDITL and the new A50 junction.
 - **A52 improvements** to address the capacity constraints linked to the A5111, accelerate development and housing opportunities in the North Riverside and the city centre and further support the Derby Triangle regeneration site and Pride Park
 - **Infinity Park Derby Sustainable Transport Programme** Infinity Park Derby (IPD) is Derby’s premier employment site and the focus of new private sector investment for the city. The investment of £13m LGF has secured a package of strategic enabling infrastructure for IDP Enterprise Zone. The LGF investment is aimed at stimulating and encouraging accelerated development and investment on the initial phases of the Enterprise Zone. The LGF investment includes £4m for a package of sustainable transport improvements, including a new cycling corridor from the city centre to IPD, city wide cycle hire scheme, enhanced car club, new bus service and public transport infrastructure.

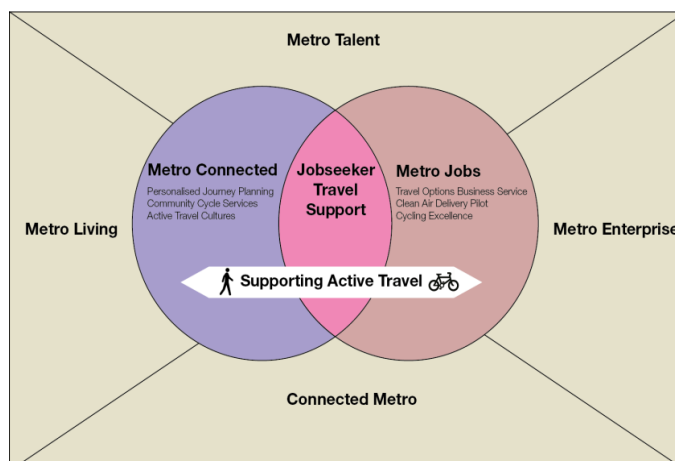
The programme will also complement and enhance other revenue support programmes, notably:

- **ESF/ESIF Nottingham Gets 2 Work** is a £1.154 million programme in Nottingham City from 2016/17 – 2017/18 to support 16-29 years olds who are unemployed, long-term unemployed and economically inactive by removing the travel barriers that prevent take up of training, interview and employment opportunities. The programme also provides skills, training and volunteering opportunities around sustainable travel to support integration into the labour market.
- **Workplace Parking Levy** in Nottingham provides local revenue support for sustainable transport measures including a travel plan support package for WPL liable businesses in Nottingham City with 10 or more parking spaces.

Our Access Fund bid package also focusses activities into two core complementary workstreams which support the four core objectives of the Derby Nottingham Metropolitan Strategy.

- **A: Metro Connected Communities** to improve air quality and public health by embedding sustainable and active travel behaviour and use cycling as a catalyst to enhance the two cities' leisure and cultural offer focussed on communities within air quality hotspots and key investment corridors to support introduction of the Clean Air Zones.
- **B: Metro Jobs** Improving access to work, jobs and skills by working with both employers and jobseekers through targeted workplace travel plan support packages focused in key investment areas complemented by bespoke jobseeker travel support package underpinned by PTP to address travel barriers and help to connect people to jobs.

The programme is underpinned by a strong **active travel support** element. The measures are detailed in Section 2.5.



Nottingham and Derby both successfully delivered effective travel behaviour change programmes from 2011/12 – 2015/16 complementing capital infrastructure investment, thereby helping to build better connected cities. Post-programme evaluation of the Nottingham Urban Area LSTF programme in 2011 – 2015 estimated a Cost/ Benefit Ratio of up to 4.8 representing very high value for money. Our joint Access Fund bid will build on this foundation and take the shared learning from the Nottingham and Derby LSTF programmes, as evidenced by independent evaluation and case studies, to provide a consistent approach to travel behaviour change in the Derby Nottingham Metro Area.

Based on local LSTF project monitoring and independent evaluation evidence, our Access Fund programme will:

- **Support growth:** by directing activity into key investment corridors and employment growth areas and reducing congestion - the economic appraisal forecasts the programme will reduce car trips by over 2 million saving over 30 million km by car.
- **Boost employment:** by improving access to local jobs and training opportunities through working with employers and with jobseekers – the jobseeker support package is the highest performing element of the programme with a BCR of 16.96.
- **Improve public health:** by encouraging active travel options - the economic appraisal forecasts the programme will encourage over 5 million additional cycle trips and nearly 3.5 million additional walking trips with an additional 30 million km walked and cycled.
- **Improve air quality and reduce carbon emissions:** by promoting travel behaviour change that reduces traffic congestion - the economic appraisal forecasts the programme will reduce CO₂ emissions by 6.746 tonnes.
- **Establish Derby Nottingham Metro area as a centre of sustainable transport excellence:** by learning from one another's experiences, and building on each other's expertise.

Collaborative delivery of these projects will:

- **Unlock efficiencies and economies of scale:** through combined purchasing and pooled resources.
- **Ensure deliverability:** by deploying proven, high value, behaviour change initiatives.

B2.5 Bid package description

A: Metro Connected Communities

This workstrand comprises three areas of community based activity to improve air quality and public health by embedding sustainable and active travel behaviour focussed on communities within air quality hotspots and key investment corridors to support the introduction of the Clean Air Zones in Nottingham and Derby. 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 sustainable travel behaviour change (**Measure A1**);

- Focussing local active travel support services such cycle training, walks, rides, bike maintenance skills courses in communities with low levels of physical activity and high levels of health inequalities to provide engaging ways to encourage families to do more walking and cycling (**Measure A2**);
- Supporting mass participation programmes to maximising the engagement potential of citywide and national cycling events and elite rides programmes to reach out to people and encourage participation, working in partnership with British Cycling (**Measure A3**).

Workstrand A is calculated to have a combined BCR of 6.44 offering very good value for money with Measure A1 Household PTP in air quality hotspots (with a BCR of 9.98) and Measure A2 Community Cycling Services (with a BCR of 8.25) being the strongest performing elements. WHO HEAT modelling forecasts this workstrand will deliver almost £3 million of benefits from walking and £3.6 million of benefits from cycling.

A1:	Personalised travel planning (PTP) for higher car ownership households on key investment corridors including air quality hotspots and Clean Air Zone to promote sustainable travel behaviour change. This measure includes associated staffing, information and monitoring activities.							
	Access Fund requirement: £460k		Local match contribution: £25k		Total package value: £485k			
	Support local economy/improve access to jobs	✓	Increase active travel modes	✓	Improve air quality and reduce CO ₂	✓	Provide travel choices/reduce congestion	✓
Where/Who	<p>Nottingham urban area: PTP will be targeted at 23,000 higher car ownership households linked to AQMAs and cycle infrastructure investment.</p> <ul style="list-style-type: none"> • Key locations include properties around the Ring Road junctions at Crown Island and Dunkirk, Daybrook (targeting residential properties at the end of the Ring Road (Valley Road) through to Oxclose Lane in Gedling district and adjacent residential areas within Nottingham City) and West Bridgford area around Trent Bridge and A52 Knight Roundabout including residential properties in the Compton Acres area. • Nottinghamshire County Council is a partner for this measure providing joint working on behaviour change measures in the Nottingham conurbation related to AQMAs with PTP delivered as single package for communities on each side of the NCC/Notts CC boundary. • In addition the measure will target households in Beechdale and Wollaton Park in Nottingham around Crown Island: DEFRA modelling has identified this area as still exceeding Air Quality in 2020. This covers the main intersection of the ring road with the A609 with the exceedance area covering the junction affecting the residential areas of Beechdale and Wollaton Park in Nottingham. <p>Derby: PTP will be targeted at 7,000 higher car ownership households along the south west corridor encompassing the key AQMA on Uttoxeter Road and outer ring road.</p>							
Rationale/Evidence	<p>This measure is expected to improve air quality by applying an approach which has proven to be effective in achieving behaviour change and focussing the promotion of sustainable travel choices to households with higher levels of car ownership in the vicinity of recognised AQMAs and air quality hotspots linked to new sustainable infrastructure investment.</p> <p>In the Nottingham Urban area the selected locations are close to declared air quality management areas (at Dunkirk, London Road/Trent Bridge, A52 Knight Roundabout and on the A60 at Daybrook) plus the vicinity of Crown Island highlighted as an area for concern by DEFRA modelling and the proposed strategic cycle routes which being part funded through the D2N2 LGF sustainable transport package in 2016/17 and 2017/18 respectively. The PTP is programmed to follow the associated infrastructure delivery.</p> <p>In Derby targeted household PTP around Uttoxeter Road and outer ring road AQMA will help to lock-in the benefits of the new high quality cycle route network from Derby City Centre to the west supporting cycle access to the Royal Derby Hospital, new housing growth and employment sites at Kingsway, new housing in Mickleover, Mackworth, Littleover and new housing on the western fringes of Derby. In addition, Mickleover has the highest car ownership levels in Derby making this an ideal target area for household PTP.</p> <p>Based on evaluation of PTP carried out by NottsCC, a 21.5% participation rate is expected, with 30,000 households equating to 14,750 individuals actively participating</p>							

Rationale/Evidence	<p>The evaluation demonstrated that PTP is an effective approach to increase walking and cycling. For example, amongst participants the NottsCC PTP programme in Gedling in 2014 resulted in:</p> <ul style="list-style-type: none"> • Reduction in car journey to work trips by 15% • Increase in walking to work by 9% • Increase in cycling to work by 3% • Increase in walking shopping trips by 12% • Increase in cycling shopping trips by 7%. <p>This measure will specifically target households with higher levels of car ownership. However it is anticipated that the benefits will be distributed more widely and so also benefit residents on the transport corridors serving the target areas. It is well established that the impacts of poor air quality fall disproportionately on lower income households, which typically have lower levels of car ownership and so are not the main contributors to the problem.</p>
	<p>This measure will support the following capital programmes:</p> <ul style="list-style-type: none"> • LGF 1/2 strategic cycle routes in Nottingham that run from the City Centre along key corridors out to the north south east and west of the city as well as a network of on street cycle routes within the City Centre. • New high quality cycle route network from Derby City Centre to new housing and employment sites at Kingsway, Mickleover, Mackworth, Littleover on the western fringes of Derby.

A2:	Community Active Travel Services to engage and support communities with low levels of activity on or near cycle investment corridors to do more walking and cycling by offering regular local support programmes and services in community locations linked to new walking and cycle infrastructure investment.							
	Access Fund requirement: £346k		Local match contribution: £63k			Total package value: £409k		
	Support local economy/ improve access to jobs	✓	Increase active travel modes	✓	Improve air quality and reduce CO ₂	✓	Provide travel choices/ reduce congestion	✓
Where/Who	Network of Cycle Centres at established community locations offering a regular local support programme of fortnightly/monthly drop-in sessions as a way of supporting communities with low levels of physical activity to start walking and cycling, including Cycle training; Led rides/walks; Cycle maintenance/ recycling; Buddying; located to support cycling in communities with low levels of activity. Lower income/high health inequality community locations linked to walking and cycle infrastructure investment. Nottingham: <ul style="list-style-type: none">• Southern cycle corridor: at Clifton Cornerstone & Meadows (Bridge Ward);• Western cycle corridor: at Dunkirk & Lenton Abbey;• Eastern cycle corridor: at St Anns, Sneinton Hermitage & new Blueprint development;• Northern cycle corridor: at Forest Recreation Ground (serving Radford and Arboretum wards) & Bulwell Riverside Derby: The low income areas of Normanton, Arboretum and Sinfin and Osmaston Triangle linked to LGF1 Access Osmaston walking and cycling infrastructure				Shared cycle solutions to extend the availability of bikes including small-scale 3 year trial of ebikes with HourBike to support BikePlus programme and sharing good practice to support set up of a cycle hire scheme in Derby. <ul style="list-style-type: none">• Nottingham: NCC is investing in electronic docking stations at 7 key locations to improve operational efficiency providing the opportunity to upgrade selected locations to accommodate electric bikes.• The Access Fund will support the addition of 6 electric bikes to the Citycard Cycle fleet at 3 of the 7 locations selected for upgrading with electronic docking stations (2 per hire point) as a pilot. Lease or purchase options are available through the existing contractor Hour Bike.• There will also be opportunity to fund additional electric pool bikes at employment locations through the Business Support Grants under Measure B1.			
	Rationale/Evidence The Cycle Centres will take place in areas of high health inequalities and low levels of physical activity: <ul style="list-style-type: none">• In Nottingham life expectancy and healthy life expectancy are significantly lower than the England average with residents currently living up to a quarter of their life in poor health. People are living on average 10 years less in the St Ann's, Bulwell, Bridge, Arboretum and Radford & Park wards than those in more affluent wards. (Source: Nottingham City Joint Strategic Needs Assessment).• In Derby, Normanton, Arboretum and Sinfin are the most socially deprived wards with high levels of unemployment, the lowest average household incomes and the highest number of individuals claiming job seekers allowance. The concept of Cycle Centres providing a regular programme of free cycling services at existing community based venues was established through Nottingham's LSTF programme and proved to be a successful and popular approach for engaging communities in cycling activities. The LSTF funded Cycle Centres achieved the following results from 2011-2016							

	<ul style="list-style-type: none"> 2,061 individuals from across Nottingham took part in cycle training, 3,194 benefited from Dr Bike services with an average across all the community hubs of 86% of participants stating that the services had benefitted their lives. 1,317 individuals took part in sustainable travel skills training with 58 volunteers receiving training including cycle maintenance and cycle training. <p>The Access Fund will enable us to extend this approach to additional locations in Nottingham linked to the 4 new cycle corridors to reach communities with low healthy life expectancy and introduce the approach in Derby.</p> <p>The LSTF programme also demonstrated that creating a demand for cycling services generates local employment opportunities (eg instructors, ride leaders, bike mechanics) and volunteering opportunities as well as upskilling individuals by provision of cycle maintenance courses and confidence building.</p> <p>In Nottingham this measure will be complemented by a small-scale electric bike pilot to help make cycling more accessible for those with lower levels of fitness, particularly given the hillier nature of much of the north and east side of Nottingham City. Electric bikes can also support those with acute obesity and skeletal problems as well as early recuperation and recovery from injury.</p> <ul style="list-style-type: none"> Since the Citycard Cycles scheme was introduced in 2013, the service has proved very popular with 5,430 hires in 2015 alone and the e-bike pilot will extend the range of hire bikes (in terms of both distance and terrain), provide more choice for customers and make cycling for accessible for those with lower fitness levels. Electric bikes would also support Measure B2 by helping to raise aspirations of young people getting into work and for interviews by encouraging a wider job search due to the ease of effort and distance travel benefits when compared to traditional pedal bikes.
	<p>This measure will support the following capital programmes:</p> <ul style="list-style-type: none"> LGF1 & 2 Cycle City Ambition Fund programme in Nottingham LGF1 Access Osmaston providing walking and cycling infrastructure in Osmaston Triangle Introduction of Derby Cycle Hire Services (£500k from LGF1 and a £100k contribution from the University of Derby) comprising 15 cycle hire locations with 115 hire bikes to be delivered in 2 phases: 2017/18 set up 7 cycle hire locations with 55 bikes in in partnership with Derby University; 2018/19 set up a further 8 locations will be set up around the City centre providing an additional 60 bikes. Will also integrate with DCC Live Well programme.

A3:	Creating an active travel culture						
	Access Fund requirement: £240k		Local match contribution: £288k		Total package value: £528k		
	Support local economy/ improve access to jobs		Increase active travel modes	✓	Improve air quality and reduce CO ₂	✓	Provide travel choices/ reduce congestion
	<p>Annual programme of inspirational mass participation and community level events linked to national programmes to raise the profile of walking and cycling in the two cities and will boost active travel engagement activities at City-wide events including annual Cycle Live, Great Notts Bike Ride, and British Cycling's City rides programme (2017 sponsor tba).</p> <p>This measures will be delivered in partnership with British Cycling as part of their #Choose Cycling behaviour change campaign to capitalise on the 2016 Olympic cycling success and promote community use of local cycling facilities including Harvey Haddon and Derby Velodrome.</p>				<p>Support roll-out of Nottingham's Road User Respect Charter to improve relationships between cyclists and other road users and extend good practice to Derby and other UK cities. Our Road User Respect Action Plan will apply a structured behaviour change approach to create a unique package of measures to build awareness and understanding amongst key road user groups to support public realm and cycling improvement schemes incl:</p> <ul style="list-style-type: none"> Communications and marketing programme to support to communicate how road users negotiate less car orientated spaces to support implementation of innovative junctions and courtesy crossings in Southside Transport Strategy and Collin Street pedestrianisation Supported by targeted workshops, events and training packages road user training sessions including providing new modules on Safe Urban Driving/Respect to enhance PTO/HGV/bus/taxi driver training, driving instructor training and for new/young drivers and linked to cycle training packages. <p>The Action Plan would be supported by Nottingham Trent University Business School's research and development programme into attitudes to cycling and road user behaviour including evaluation support.</p>		

Rationale/Evidence	<p>Culture and sport have the power to transform lives and raise aspirations by engaging and challenging and bringing fun and joy to our day to day lives. They are fundamental to our cities' economies contributing to the attractiveness of a city for residents, employers, investors or visitors and are a critical factor in the continuing prosperity of the two cities. The annual Cycle Live weekend in Nottingham is a successful example of the benefits a mass participation sporting event around cycling can generate when supported by an appropriate cultural programme of engagement activities. Cycle Live has become established as a flagship event in Nottingham's calendar attracting participants, visitors and generating spend in the local area. The LSTF programme helped to fund the event village component of the weekend creating great engagement opportunities to promote cycling. For example based on 2013 data each Cycle Live event delivered the following results:</p> <ul style="list-style-type: none"> • Attracting over 9,000 visitors with over 5,000 cyclists participating in 3 days of events including Grand Prix circuit races, Nottingham City Community Ride to showcase the local cycle network and the Great Notts Bike Ride offering 25, 50 and 100 mile circuits. • 76% of participants were from the local area (Nottingham and Nottinghamshire) with 24% from elsewhere in the East Midlands and further afield demonstrating the value of the annual events calendar to encourage participation in cycling and generating visitors to Nottingham. • The economic impact of Cycle Live was estimated at £214k of which £39k was captured from outside Nottinghamshire and the event generated positive media coverage with an estimated reach of over 4 million with the event website receiving 90,000 visits and 2.8 million hits. • The event provided comprehensive volunteering experiences with 248 volunteers helping to deliver the event programme and gaining useful skills. <p>The Action Plan to promote and embed the Road User Respect Charter has been designed in accordance with recognised approaches to change management and behaviour change including the Kings Trust and NICE guidelines (see http://www.kingsfund.org.uk/sites/files/kf/field/field_document/information-promote-healthy-behaviours-kicking-bad-habits-supporting-paper-ruth-robertson.pdf and https://www.nice.org.uk/guidance/ph6/evidence/behaviour-change-review-2-road-safety-369664526). The Action Plan will be structured into 4 phases with targeted communications and events alongside practical support modules linked to existing training packages for different road user groups to make people aware of the need to change, getting people to understand that need and what needs to be done to change, giving people opportunity to see and try new behaviours and rewarding and reinforcing those behaviours. Each phase is based on good practice from proven change management approaches including road safety campaigns, but the Road User Respect Action Plan is unique in that it will take a holistic approach seeking to work with all road users combining a range of tailored activities targeted to the key audiences.</p> <p>This measure will support the following capital programmes:</p> <ul style="list-style-type: none"> • Nottingham - Southside Transport Strategy and Collin Street pedestrianisation • Nottingham Cycle City Ambition programme
<p>B: Metro Jobs Improving access to work, jobs and skills by working with both employers and jobseekers. This workstrand will support local economic development by improving access to work jobs and skills with work programmes to support both employers and those seeking employment, as well as business innovation:</p> <ul style="list-style-type: none"> • Targeted workplace travel plan support packages focused in key investment areas in the two cities (business parks and Broadmarsh in Nottingham, Infinity Park in Derby) as well as working with NHS partners in Nottingham City. Personalised Travel Planning for employees will be targeted at key organisations within the programme (Measure B1); • A bespoke jobseeker travel support package underpinned by targeted PTP offering a common menu of support solutions for jobseekers using Personal Journey Planning to identify optimal support package from: Journey buddying; Cycle training; Bike skills/qualifications; Cycle loan/recycled bike; Wheels to Work to address individual travel barriers helping to connect people to jobs (Measure B2); • This workstrand will also support low carbon business innovation by piloting a Zero Emission Last Mile Delivery Hub and Community Click & Collect network using zero 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 and learn from others (Measure B3). <p>Workstand B is calculated to have a combined BCR of 11.71 offering very good value for money with Measure B1 Travel Options Business Service including employee PTP (with a BCR of 10.48) and Measure B2 Jobseeker One Stop PTP and Referral Service (with a BCR of 16.96) being the strongest performing elements. WHO HEAT modelling forecasts this workstrand will deliver £6 million of benefits from walking and £4.6 million of benefits from cycling. Measures B2 and B3 are also forecast to deliver £9,540,211 Gross Value Added based on supporting 198 jobseekers into employment and creation of 12 additional jobs.</p>	

B1:	Travel Options Business Service will provide a targeted travel plan support and advice service to key businesses linked to new infrastructure investment.							
	Access Fund requirement: £646k		Local match contribution: £561k		Total package value: £1,207k			
	Support local economy/ improve access to jobs	✓	Increase active travel modes	✓	Reduce CO2 and improve air quality	✓	Provide travel choices/ reduce congestion	✓
	Services will include: Business grant scheme (to support 30-40 businesses, 50% match funded); Business events including support for Ultra Low Emissions vehicles behaviour change support programme linked to the Go Ultra Low Cities programme, Car club promotion and development; Eco driving/green fleet accreditation scheme; an annual Workplace Active Travel Challenge and targeted Employee PTP.							
Where/Who	The Travel Options Business Service will work with 80 organisations (covering over 19,000 employees) in Nottingham and 70 organisations (covering over 11,000 employees) in Derby providing: <ul style="list-style-type: none">A programme of business engagement and support activities linked to the LGF funded redevelopment of Broadmarsh in Nottingham through dedicated comms and engagement officers at NCC working in partnership with intu's Sustainable Travel Team including breakfast events, radio adverts, and associated marketing and promotional materials.A second phase of the successful EU funded Push Pull business travel plan support programme, branded Totally Transport based at Nottingham Business Park, NG2 and Nottingham Science Park, which supported 70 organisations in 2015/16 – 2016/17Travel plan support for NHS health and social care partner organisations in Nottingham linked to the roll-out of the NHS Sustainability Transformation Plan agenda to support workforce transformation and sustainable fleet practices focussing on Nottingham University Hospital Trust, the Joint Service centres at Clifton, Bulwell, St Anns, Mary Potter and Citycare Health Partnership.Travel advice and travel planning activities to Derby businesses in AQMAs, and the South East Derby Corridor (city centre to Infinity Park), city centre Inner Ring Road building on the successful Travel Advice Service developed through the original LSTF programme.				The Travel Options Business Service offer will be enhanced with a programme of targeted Employee Personalised Travel Planning working with up to 10 organisations per year and directly engaging with circa 4,000 employees in total. Employee PTP will be delivered in phases targeting: 2017/18: <ul style="list-style-type: none">Pride Park DerbyNg2 Business Park NottinghamBulwell Riverside Joint Service Centre Nottingham 2018/19: <ul style="list-style-type: none">Infinity Park DerbyNottingham Business ParkMary Potter and St Ann's Valley Joint Service Centres, Nottingham 2019/20: <ul style="list-style-type: none">RTC Business ParkNottingham Science ParkClifton Cornerstone Joint Service Centre, Nottingham Annual Workplace Active Travel Challenge will target local businesses in SE Derby and Inner Ring Road in 2017/18. Focus in Years 2 & 3 to be agreed based on a review of Year 1 outcomes, with the option of extending the challenge to Nottingham.			
	This package of business support measures has the second highest BCR of the programme (10.48) and WHO HEAT modelling forecasts these measures will deliver over £10 million of walking and cycling benefits. The Travel Options Service established through the LSTF programme has proved to be a successful approach to supporting businesses in Derby. Final project report (Integrated Transport Planning Limited, April 2016) showed: <ul style="list-style-type: none">Between 2013 and 2016 a total of 391 businesses were contacted of which 252 businesses can be classed as 'fully engaged' members of the Connected Network i.e. developed a Travel Action Plan and Survey. This comprised 125 businesses in the first two years covering 30,451 staff and a further 127 businesses in year 3 representing 2,875 staff representing an engagement to action success rate of 64%.By 2016 229 Travel Action Plans had been prepared (91% of businesses engaged) and survey data from 10 organisations receiving intensive engagement showed that between 2014 and 2015 9 reduced their single occupancy car journeys by between 3% and 13%, an average 6% reduction of drive alone journeys and a corresponding 6% increase in sustainable travel modes							
Rationale /Evidence	<ul style="list-style-type: none">Feedback from businesses showed that the most popular elements of the service were provision of travel information (18%), engaging with staff (18%), grant funding (18%) with secure cycling parking, shower and changing facilities being the most popular facilities installed at workplaces to encourage sustainable travel. Going forward businesses identified that incentives, events and travel clinics would be most helpful to continue to promote travel options to their staff. Travel challenges are a great way to sustain interest with employers and employees and DCC's accreditation scheme and Connected Business Awards encouraged businesses to take part in the programmes initiatives driving them to achieve a higher level of accreditation.							

	<p>The Access Fund will enable DCC to continue this approach working with the larger businesses concentrated in AQMAS, and the South East Derby Corridor (city centre to Infinity Park), city centre Inner Ring Road and apply this good practice in Nottingham where business support activities will be targeted at three business parks and with key health and social care providers:</p> <ul style="list-style-type: none"> Continuing the work with business parks will build on the EU funded Push Pull programme 2015/16 – 2016/17 by continuing the partnership developed with the business park management companies and clusters of businesses with shared access problems. The Push Pull programme evaluation (due at the end of 2016) and learning from good practice in Derby will be used to plan the second phase of activity. The programme will also support NCC's inward investment programme by working with new occupants and new developments coming on stream at the business parks. Health and social care is classed as a 'Priority Employment Sector' within the D2N2 LEP. It is a significant source of employment accounting for 12% of total D2N2 employment and 15.5% of total jobs in the Nottingham Core City area (above the regional and national averages) due to the presence of Nottingham University Hospital Trust at the QMC and City Hospital campuses with over 13,000 employees combined. The Travel Options Service in Nottingham will complement NCC's Workplace Parking Levy (WPL) Business Support programme, which provides travel planning support for businesses in Nottingham City with over 10 parking spaces liable for the WPL charge, by providing resources to extending travel plan support to NHS organisations delivering frontline services which are currently exempt from WPL and so not the focus of NCC's existing programme. The Access Fund will also provide a business engagement programme for the LGF funded Broadmarsh redevelopment working in partnership with the sustainable travel team at intu. <p>Evidence from Derby demonstrates the effectiveness of Employee PTP as part of a wider business travel support offer (Source: <i>Case study by Transport for Quality of Life for DfT's What Works Report, draft.</i>)</p> <p>The service was effective at targeting car drivers, with 72% of survey respondents reporting that they had access to a car all the time (N=501) and from 2013 to 2016) car driver mode share has fallen by 15% points (from 68% 'before' to 53% 'one month after') (N=510)</p> <ul style="list-style-type: none"> Nearly four out of five (77%) of respondents to the 'one month after' survey reported that their contact with the workplace PTP service had been 'very' or 'quite' useful and more than half (53%) of the respondents said either that the information they had received had led them to make some changes to their travel to work /college (31%), or although that they had not yet made changes, they intended to do so (22%) (N=337). The biggest shift was to bus travel, which increased from 8% 'before' to 22% 'one month after' and cycle mode share increased from 4% to 7% (N=510) <p>Evaluation concluded that the workplace PTP service had reduced car mileage by an estimated 814,000 miles per year, saving 248 tonnes CO_{2e} per year.</p> <p>Short term targeted Active Travel Workplace Challenges are effective in encouraging employees to try new travel behaviours and as a way of engaging new businesses: 2015 Commuter Challenge in Derby engaged with 54 organisations (including 15 not previously engaged through the business support programme), with 509 individuals logging 12,240 journeys achieving an estimated saving of 12,989 kg CO₂, a 62% increase on CO₂ saved by the 2014 challenge.</p> <p>This measure will support the following capital programmes:</p> <ul style="list-style-type: none"> LGF funded redevelopment of Broadmarsh in Nottingham <p>Infinity Park Derby including Accelerated Development, Access Osmaston and Sustainable Transport Programme.</p>
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B2:	Jobseeker One Stop PTP and Referral Service offering a common menu of support solutions for jobseekers in the two cities to provide a joined up approach and equality of jobseeker travel support services in the Nottingham and Derby TTWA . The offer would complement and supplement the ESF/ESIF funded Nottingham Gets 2 Work YEI programme available in Nottingham City from June 2016 – April 2018.							
	Access Fund requirement: £549k		Local match contribution: -			Total package value: £549k		
	Support local economy/ improve access to jobs	✓	Increase active travel modes	✓	Reduce CO2 and improve air quality		Provide travel choices/ reduce congestion	✓
	<p>Provision of a co-ordinated access to employment support service. Baseline offer is PTP advice service for jobseekers to identify travel barriers and needs via 1:1 sessions, travel surgeries/drop in advice and training for employment services and job advisors to ensure consistent advice including public ticket options. Jobseekers are then triaged and signposted to a menu of relevant local support services to assist with their needs comprising:</p> <ul style="list-style-type: none">• Journey buddying (public transport and cycle)• Cycle training• Cycle loan schemes (various offers linked to cycle hire provision and local bike recycling programmes)• Wheels to Work• Bike skills courses including cycle maintenance, bike recycling to support work readiness <p>The PTP and specialist support services would be promoted and marketed as single support package in each City using consistent shared eligibility criteria. This approach will provide economies of scale and avoidance of duplication amongst multiple local providers in marketing individual support services and engaging and recruiting eligible participants.</p> <p>The project will also provide training and awareness raising of sustainable and active travel options amongst job advisors and employment service providers to upskill this sector in addressing employment barriers in a holistic way. Monitoring and evaluation to track participants’ pathway through the associated referral services will be an intrinsic part of the support package including before and after monitoring of participants’ travel behaviour and impact of the service on employment outcomes.</p>							
Where/Who	<p>Jobseekers including employment benefits claimants, apprentices and new starters.</p> <ul style="list-style-type: none">• The programme would commence in Derby in 2017/18 alongside the Youth Employment Initiative Nottingham Gets 2 Work programme which supports 16-29 years olds who are unemployed, long-term unemployed and economically inactive by removing the travel barriers that prevent take up of training, interview and employment opportunities.• The Access Fund would extend the Jobseeker One Stop PTP and Referral Service programme into Nottingham in 2018/19 – 2019/20 once the YEI funding ends.							
Where/Who	<p>The jobseeker support package will:</p> <ul style="list-style-type: none">• Engage 2,580 jobseekers through a range of outreach activities including sessions at Job Centres, job fairs and job clubs as well as providing telephone support• Provide 1,545 PTPs through tailored 1:1 sessions with referral to additional support packages as required• It is expected that 1,025 people will take up specialist support services including: Wheels to Work, Cycle training, Cycle skills courses (eg bike maintenance), Bike loans, Journey buddying, to be provided by a pool of local providers. <p>Through these routes it is estimated that the programme will support 196 individuals into employment. This will be by directly addressing travel barriers and broadening travel horizons, but also through improving skills and confidence levels of the individuals involved.</p>							

Rationale/Evidence	<p>Transport poverty has become recognised as a significant barrier to work for many people. It is essential to ensure local people, and young people in particular, have the opportunities to develop the skills to enable them to realise their aspirations across the urban area of Derby & Nottingham.</p> <ul style="list-style-type: none"> The bid builds on best practice for each area's previous Local Sustainable Transport Fund (LSTF) and has been modelled on the Jobseeker BikeIT and Community Smarter Travel Hubs employability support programmes funded in Derby and Nottingham by the LSTF programme to give job seekers the skills and means to access training, education, interviews and employment using sustainable transport, in particular cycling. The work in Derby was highlighted in the 2015 DfT annual report as best practice. Cycling offers an affordable and flexible travel option and associated courses around cycling and bike maintenance also build confidence and help to develop wider skills that are transferable to the workplace. Addressing other travel barriers such as knowledge about travel options, ticketing and journey planning alongside practical support is an important element of ensuring people are ready and able to enter work and training. In Derby 1,863 jobseekers were supported by the project between Jan 2013 and Feb 2016, with 1,502 being engaged through the Jobcentre Plus equating to 460 jobseekers per year. 85 jobseekers received a free bike through the project which helped them gain job and training opportunities. The jobseeker surveys showed that participation and bike access also helped to improve their health and wellbeing. In the Nottingham Urban Area a network of five Community Smarter Travel Hubs provided 3,592 jobseekers, new starters and apprentices with travel information and advice from 2013/14 – 2014/15 with 960 being engaged via travel surgeries at Job Centres and 2,049 through job fairs and job club events. 2,649 individuals received cycle skills (cycle maintenance, cycle based activities, cycle training) and 122 jobseekers received a free bike and accessories. <p><i>"They gave me bike, a helmet and a lock. It was such a help, it solved all my problems. It's given me that freedom in the morning, not to worry about whether a bus will turn up or not. It now takes me 20 to 25 minutes to get to work. It's given me the ability to get to work on time... My new job was through an agency. They don't want to know the circumstances; you just can't afford to be late! Having a bike you don't have to scabble around for change for the bus. Without it, I'd have to find £3.50 every day for the bus, and that's before receiving a pay packet."</i> Stephen from St Ann's, Nottingham</p> <p>This measure has the highest BCR of the overall programme (16.96) and WHO HEAT modelling forecasts the jobseeker support service will provide £359k of benefits from walking and £152k of benefits from cycling. The Total Gross Value of supporting 196 people into work is £8.6 million.</p>
	<p>This measure will support the following programmes:</p> <p>This will complement and replace the 2016 – 2018 ESF/ESIF Youth Employment Initiative Nottingham Gets 2 Work programme which provides travel support services to unemployed, long-term unemployed and economically inactive 16 – 19 year olds until April 2018.</p>

B3:	Supporting low carbon transport business innovation							
	Access Fund requirement: £198k		Local match contribution: -				Total package value: £198k	
	Support local economy/ improve access to jobs	✓	Increase active travel modes	✓	Reduce CO2 and improve air quality	✓	Provide travel choices/ reduce congestion	✓
What/who	Clean Air Delivery Service pilot: (£138k) <ul style="list-style-type: none">Pilot Zero Emission Last Mile Delivery Hub and Community Click & Collect point using zero emission delivery vehicles at Queen Drive P&R or Clifton P&RDevelop a network of community click & collect points at NCC community buildingsFeasibility and Business Case for establishing a future Zero Emission Delivery Hub at Toton P&R Hub to serve Nottingham and Derby The project would target areas of Nottingham where excessive freight traffic congestion deters residents from cycling and/or walking, and consequently affects their health, wellbeing and safety. This service would both support and act as an extension to the REMOURBAN Horizon 2020 project being delivered in the Sneinton area of Nottingham by WEGO Couriers.				Cycling Excellence Programme (£60k) Package of activities to foster local, regional national and European partnership working around cycling excellence improve professional and technical skills in the transport industry through sharing local good practice and learning from others, including: <ul style="list-style-type: none">Support for annual low carbon travel showcase through Go Ultra Low programme working in partnership with the universities and low carbon business sector;Develop UK good practice networks via core cities, TfL, Going Up a Gear, Civitas;Host Cycle City Conference 2018 (subject to successful bid) Cycling experience exchanges with European partners			

Rationale/Evidence

- Online purchasing and delivery markets are growing, with order numbers increasing rapidly. In 2013 products ordered online generated just over one billion deliveries. By 2018, this number is expected to grow by 28.8% to 1.35 billion. (Source: Barclays Last Mile Report)
- This trend is evidenced locally by the REMOURBAN Horizon 2020 project in Sneinton area of Nottingham where 40% of residents interviewed (N=100) stated that they received 1-3 deliveries per month and 30% received more than 4 per month. This equates to in excess of 160 deliveries per month for just 100 people, potentially 160 separate occasions a freight vehicle was in the local area delivering an item. (Source: The Big Wheel, Dec 2015).
- City logistics is responsible for a quarter of CO2 emissions, one third of NOx emissions and one third of PM emissions (BIM, Brussels, 2015)

The objectives of the CLEAN Air DELIVERY network pilot are to:

- Reduce freight traffic within the city and local communities thereby reducing traffic congestion, improving air quality and increase road safety;
- Support local businesses and independent retailers by providing a local low carbon home delivery service allowing them to compete with online retailers and benefiting the local economy by re-circulating spend locally creating a multiplier effect;
- Establish the business case to secure investment in a permanent delivery hub at Toton Park and Ride on Line 3 of the NET tram to serve Nottingham and Derby.

In addition it is anticipated that the associated reduction in freight traffic around the city centre will support capital funded public realm improvements with a consequent uptake in cycling opportunities.

The following outputs are forecast for a 36 month pilot: (Data from WEGO Couriers)

	2017/18	2018/19	2019/20	Total
Car Miles Saved	14421	43263	72105	129,789
Tonnes of CO ₂ Saved	87.79	263.38	438.96	790.14
Jobs Created	3.5	4	4.5	12

This measure will support the following programmes:

- The CLEAN Air DELIVERY pilot would support and extend the REMOURBAN Horizon 2020 project being delivered in the Sneinton area of Nottingham by WEGO Couriers and complement the LGF Broadmarsh improvements by working with city centre retailers

The Cycling Excellence Programme will support local, regional national and European partnership working putting Nottingham and Derby on the map for cycling excellence and supporting development of local transport planning skills.

B3. The Economic Case – Value for Money

Overview

The programme contains a number of complimentary measures and has been designed to promote the benefits of sustainable travel as a viable alternative to travelling by car. A spreadsheet model was developed to assess the economic case for the chosen programme of measures applying the appraisal parameters and guidance set out in the Department for Transport's (DfT) Transport Analysis Guidance (WebTAG).

The output of the spreadsheet model demonstrates that it offers Very High Value for Money and delivers a very good return on the investment. The total benefits/disbenefits of the programme are £32,046,162 at a cost of £3,822,000. The overall Benefit Cost Ratio (BCR) for the programme is **8.38**.

Work programme

The work programme consists of two work packages:

- Metro Connected Communities (A); and
- Metro Jobs (B).

The programme work packages and scheme components are outlined in **Table 2** below.

Table 2: Work packages and scheme components

Work package		Components	
A	Metro Connected Communities	A1	Personalised journey planning for households and employees
		A2	Community Active Travel Services
		A3	Creating an Active Travel Culture
B	Metro Jobs	B1	Travel Options Business Service
		B2	Jobseeker travel support service
		B3	Supporting low carbon transport business innovation
		B4	Cycling Excellence programme

Objectives

The objectives of the programme are:

- Support growth: by directing activity in key investment corridors and employment growth areas;
- Boost employment: by improving access to local jobs and training opportunities through working with employers and with jobseekers;
- Improve public health: by encouraging active travel options;
- Improve air quality and reduce carbon emissions: by promoting travel behaviour change that reduces traffic congestion; and
- Establish Derby Nottingham Metro area as a centre of sustainable transport excellence: by learning from one another's experiences, and build on each other's expertise.

Outputs and outcomes

The outputs of the programme are summarised in **Table 3** below.

Table 3: Programme outputs

Component	Outputs
A1	30,000 households receiving PTP during the programme
A2	11,400 participants receiving support during the programme
A3	10,322 event participants per year
B1	19,000 accessing active travel support during the programme 4,000 employees receiving PTP during the programme 1,200 challenge participants per year
B2	5,150 jobseekers receiving travel support
B3	Development of ULEV and Cargo bike delivery scheme
B4	Delivery of Cycling Excellence programme

The outcomes of the programme are summarised in **Table 4** below and show that it is estimated to result in a large reduction in car journeys and resulting CO2 emissions whilst delivering significant increases in walking and cycling journeys.

Table 4: Programme outcomes

Outcome type	Outcome
Change in car trips	-2,183,182
Change in car distance (km)	-30,907,225
Change in cycle trips	5,959,808
Change in cycling distance (km)	29,733,339
Change in walk trips	3,403,478
Change in walking distance (km)	4,120,694
Net change in CO2 emissions (gms)	- 6,745,698
Net change in CO2 emissions (kg)	-6,746

Modelling approach

A spreadsheet model was developed to assess the economic case for the chosen programme of measures, applying the appraisal parameters and guidance set out in the Department for Transport's (DfT) Transport Analysis Guidance (WebTAG). The spreadsheet model draws on local, regional and national data sources to estimate the impact of the proposed measures. The main data sources that have been used to create the tool are described in the accompanying Economic Appraisal Summary Note. The information provided below should be read in conjunction with information in **Appendix D**

In order to undertake the economic assessment of the programme it was split into its constituent parts. The six main active intervention packages examined in the economic analysis were: A1, A2, A3, B1, B2 and B3. Component B1 was subdivided into three elements to calculate the benefits:

- Travel Options Business Service excluding (Employee PTP and Annual Workplace Active Travel Challenge);
- Employee PTP; and
- Annual Workplace Active Travel Challenge.

The benefits/disbenefits of component B4 were not calculated as although complimentary they are not envisaged to have a direct impact on walking or cycling mode share, however, the costs of this component, along with those

of programme management and monitoring and evaluation are included within the overall BCR of the programme as a whole.

An appraisal period of 10 years has been used which reflects the fact that the benefits of the programme are achieved using revenue measures rather than infrastructure measures, and that their impacts will be realised in the short term. It has also been assumed that benefits will decline year-on-year.

Quantified impacts

The impacts which have been quantified can be classed into three distinct types:

- Decongestion impacts;
- Health impacts; and
- Wider economic benefits.

These impacts are briefly outlined below.

Decongestion impacts

Many of the benefits of the programme are as a result of reduced levels of congestion due to mode shift away from car journeys. The spreadsheet model monetised the following impacts:

- Congestion
- Infrastructure
- Accidents
- Local Air Quality
- Noise
- Greenhouse Gases
- Indirect Taxation

Lower levels of car use can also be a disbenefits, through a reduction in indirect taxation of fuel. Quantitative estimates of this potential disbenefit were also calculated using the spreadsheet economic appraisal tool. These decongestion benefits and disbenefits were calculated based on Webtag guidance using input values from the Webtag data book (2016) Table A 5.4.2.

Health impacts

Health benefits have been calculated using the World Health Organisation's HEAT tool. In addition, the absenteeism benefits of increased levels cycling were calculated in accordance with Webtag Unit A4.1 using average gross value of working business time figures from the Webtag data book (July 2016).

Additional levels of cycle use also result in additional cycle accidents. This disbenefit has been calculated based on casualty rates in DfT's *Reported Road Casualties Great Britain: 2014 Annual Report* (2015) using costs from DfT's WebTAG databook (2016) Table A4.1.1.

Wider economic benefits (Gross Value Added)

Some of the wider local economic benefits arising from the programme relate to assisting jobseekers into employment (B2: Jobseeker travel support service) and creating jobs (B3: Supporting low carbon transport business innovation). Gross Valued Added (GVA) has been calculated using English Partnerships Additionality Guidance which quantifies the value of local job creation. Due to the high rate of GVA per job we have used a cautious estimate of the number of jobseekers who would be helped into employment, drawing on evidence from the evaluation of interventions with jobseekers in the Nottingham LSTF programme.

Full details of all of the data sources that have been used to calculate the impacts of the programme are described in the accompanying Economic Appraisal Summary Note.

Programme Costs The costs of each of the programme's components are detailed in **Table 5**.

Table 5: Programme costs

Components	Cost (£)
A1	£485,000
A2	£409,000
A3	£528,000
B1	£1,207,000
B2	£549,000
B3	£138,000
B4	£60,000
PM	£446,000

Total	£3,822,000
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The bid is seeking a total of £2,735,000 from DfT's Access Fund. Nottingham City Council and Derby City Council are providing a total of £1,062,000 in match funding with an additional £25,000 provided by Nottinghamshire County Council for household PTP. The total match funding for the bid is £1,087,000.

Programme benefits and disbenefits

Table 6 details the quantified benefits, disbenefits and costs of the programme disaggregated by its individual elements. The BCR's of the components range from 1.77 for the delivery of A3 (Creating an Active Travel Culture) to 16.96 to deliver B2 (Jobseeker travel support service).

Table 6: Quantified benefits, disbenefits and costs of the programme by component

	Impact	A1	A2	A3	B1	B2	B3	B4	PM	Total
Marginal External Costs	Congestion (£)	£1,463,694	£1,131,144	£458,212	£2,955,469	£153,300	£51,003	£0	£0	£6,212,823
	Infrastructure (£)	£5,667	£4,380	£1,783	£16,156	£594	£198	£0	£0	£28,778
	Accident (£)	£182,250	£140,843	£57,054	£519,553	£19,088	£6,351	£0	£0	£925,138
	Local Air Quality (£)	£5,695	£4,401	£1,783	£16,236	£596	£198	£0	£0	£28,911
	Noise (£)	£11,391	£8,803	£3,566	£32,472	£1,193	£397	£0	£0	£57,821
	Greenhouse Gases (£)	£51,258	£39,612	£16,046	£146,124	£5,368	£1,786	£0	£0	£260,195
	Indirect Taxation (£)	£256,289	£198,060	£80,232	£730,621	£26,842	£8,931	£0	£0	£1,300,975
Additional costs	Health benefit from walking	£1,691,357	£1,306,776	£0	£5,703,909	£359,297	£0	£0	£0	£9,061,339
	Health benefit from cycling	£1,446,503	£1,117,813	£1,035,000	£4,492,607	£151,703	£0	£0	£0	£8,243,625
	Absenteeism Benefits	£497,803	£21,372	£0	£102,190	£2,897	£0	£0	£0	£624,262
	Additional Cycle Accidents	£259,829	£200,796	£557,873	£604,213	£27,213	£0	£0	£0	£1,649,924
Total Gross Value Added		£0	£0	£0	£0	£8,669,530	£870,681	£0	£0	£9,540,210
Total benefits/disbenefits		£4,839,499	£3,376,287	£935,340	£12,649,882	£9,309,510	£921,684	£0	£0	£32,032,202
Component costs		£485,000	£409,000	£528,000	£1,207,000	£549,000	£138,000	£60,000	£446,000	£3,822,000
BCR		9.98	8.25	1.77	10.48	16.96	6.68	0.00	0.00	8.38

Table 7 illustrates the total benefits and disbenefits of the programme calculated by the spreadsheet model. The model demonstrates that the programme offers Very High Value for Money¹ with an overall Benefit Cost Ratio (BCR) of **8.38**.

Table 7: Quantified benefits, disbenefits and costs of the programme

	Impact	Total
Marginal External Costs	Congestion (£)	£6,212,823
	Infrastructure (£)	£28,778
	Accident (£)	£925,138
	Local Air Quality (£)	£28,911
	Noise (£)	£57,821
	Greenhouse Gases (£)	£260,195
	Indirect Taxation (£)	£1,300,975
Additional costs	Health benefit from walking	£9,061,339
	Health benefit from cycling	£8,243,625
	Absenteeism Benefits	£624,262
	Additional Cycle Accidents	£1,649,924
Total Gross Value Added		£9,540,210
Total benefits/disbenefits		£32,032,202
Component costs		£3,822,000
BCR		8.38

¹ Based on DfT's appraisal threshold of 4.0 for schemes deemed to be providing a very high level of value for money.

The transport-only benefits/disbenefits of the scheme, i.e. all the impacts excluding the GVA benefits of job creation, are £22,491,991, a BCR of **5.88**. The transport-only benefits of the scheme represent Very High Value for Money based on DfT's appraisal threshold of 4.0.

A detailed explanation of the methodology by which the BCR was calculated together with working spreadsheet is contained in **Appendix D**

B4. The Financial Case – Project Costs

Table 8 sets out the Access Fund Programme funding profile. It indicates that 28% of the local revenue match funding is drawn from across the partner authorities and third party sources in relation to the DfT funding sought for this bid.

Table 8: Access Fund Programme funding profile

£000s	2017/18	2018/19	2019/20
DfT funding sought	£799	£995	£941
Local Authority contribution	£188	£213	£188
Third Party contribution including LGF	£166	£166	£166
TOTAL	£1153	£1374	£1295

In addition to the revenue match funding presented above, which is inextricably-linked to the programme's delivery, the three partner authorities have identified over £20m of programmed capital spending (outlined in section B2.4) which complements the revenue funding being sought through the Access Fund Programme.

Table 9, below, sets out a more detailed financial summary of the D2N2 Inspire and Connect revenue programme by workstrand/project and identifies sources of local contributions

Table 9: Access Fund Financial Summary

Workstrand		Measures	Workstrand value
A: Metro Connected Communities	A1: Household PTP	Household PTP targeted in AQMAs and cycle corridors	£485
	A2: Community Active Travel Services	Network of Cycle Centres providing Community Active Travel Services	£409
		Shared cycle solutions: 3 year trial of e-bikes in Nottingham and support set up of DCC cycle hire	
	A3: Creating an active travel culture	Inspirational active travel events programme	£528
		Road User Respect Charter Action Plan	
		Osmaston Triangle community behaviour change programme	
B: Metro Jobs	B1: Travel Options Business Service	Travel Options Business Service	£1,207
	B2: Jobseeker One Stop PTP and Referral Service	Jobseeker PTP and travel support services	£549
	B3: Supporting low carbon business innovation	Clean Air Delivery Service	£198
		Cycling Excellence programme	
C: PM	C1: Programme co-ordination	Staffing for programme administration and associated comms and marketing	£446
	C2: Monitoring	Programme monitoring and independent evaluation	
Total Programme Cost			£3822

B5. Management Case - Delivery

Our Access Fund bid package has been designed to support ongoing sustainable development in Nottingham, Nottinghamshire and Derby through a programme of Sustainable Travel Solutions that responding to a number of interconnected local challenges and opportunities in terms of our local economy, the health of our citizens and the urban environment.

The partner authorities have proven track records of effective sustainable transport delivery, which inform our proposed approach. By drawing on previous monitoring and evaluation evidence obtained through our LSTF programme we selected the most impactful and deliverable projects to assemble a highly complementary programme of measures. In-line with the key objectives and opportunities outlined in the Strategic Case, this bid focuses on addressing the key challenges facing the partner local authorities, chief among which is poor air quality. The programme will achieve this by targeting effective behaviour change initiatives at areas most affected by poor air quality. The partnership's focused delivery approach for this programme is guided by a lean delivery framework, effective PRINCE2 project/programme management processes, comprehensive financial and risk management, and collaborative communications and monitoring arrangements. Effective delivery will rely on accurate and achievable Gantt charts and action plans, to manage timescales and key milestones as well as evaluating progress against baseline targets. This approach has been successfully adopted through previous successful LSTF programme management, and will be underpinned by:

- A **programme board and high level steering group**, on which all partner authorities will be represented, and which will meet on a quarterly basis once the programme is underway.
- Dedicated programme delivery teams, each backed-up with **expertise and knowledge on local transport policy development and delivery of smarter choices measures**. Programme Managers in Derby and Nottingham are already in post to oversee delivery of proposed programme initiatives.
- **Commissioning routes with procurement teams and local delivery partners** have been discussed prior to submitting this funding bid. As a result cost/time implications for delays to delivery of the programme are not anticipated, ensuring that programme milestones are achievable and deliverable within the period of the Access Fund.
- **Local knowledge of our delivery partners** in their respective delivery areas coupled with experience of proven success measures and networks established lends this project to be delivered to time and within the resources available.

Critical path and key dependencies: A series of key dependencies are noted relating to the measures, which if missed or not realised, could impact the delivery programme tolerances of cost, time or quality. Impacts may be felt in delays to implementation, compromised quality outputs, resources not in place in time to realise maximum benefits or missed opportunities due to delays in timescales and increases in cost. These are detailed in **Table 10**, which also sets out relevant milestones related to the complementary capital programmes linked to Nottingham Derby Access Fund revenue measures:

Table 10: Access Fund critical path and key dependencies

milestones	Implications	Date due
Funding bid announcement	<ul style="list-style-type: none"> Confirmation of continuation funding 	December 2016
Agree project briefs, specifications, joint procurement arrangements and prepare tender documents	<ul style="list-style-type: none"> To ensure NCC/DCC are ready to go out to tender following Executive Board approval 	January 2016
Agree monitoring framework and establish baseline	<ul style="list-style-type: none"> To support monitoring activities To support project inception and Service level Agreements for individuals projects 	January 2017
Council Executive Board approval	<ul style="list-style-type: none"> Formal acceptance of funding and procurement Dependent on timing of DfT funding announcement 	17 th Jan or 21 st Feb 2017
Establish Access Fund Programme Board and Officer Steering Groups	<ul style="list-style-type: none"> To manage delivery and support stakeholder and partner engagement 	March 2017
Prepare programme communications and marketing plan	<ul style="list-style-type: none"> To manage stakeholder relationships Support effective project communications 	March 2017
Commissioning/contracts with suppliers agreed	<ul style="list-style-type: none"> To ensure delivery partners are place by July 2017 to commence delivery 	June 2017
Commence programme delivery	<ul style="list-style-type: none"> Projects delivered by NCC and DCC in-house teams will commence on 1st April 2017 Projects delivered by external providers will commence on 1st July 2017 	April - July 2017
YEI Nottingham Gets 2 Work jobseeker support programme ends	<ul style="list-style-type: none"> Transition into Jobseeker PTP and cycle support package 	April 2018
Programme and financial closedown	<ul style="list-style-type: none"> Cessation of programme activities 	Jan – Mar 2020
Programme monitoring and evaluation	<ul style="list-style-type: none"> Publication of evaluation report 	April 2020

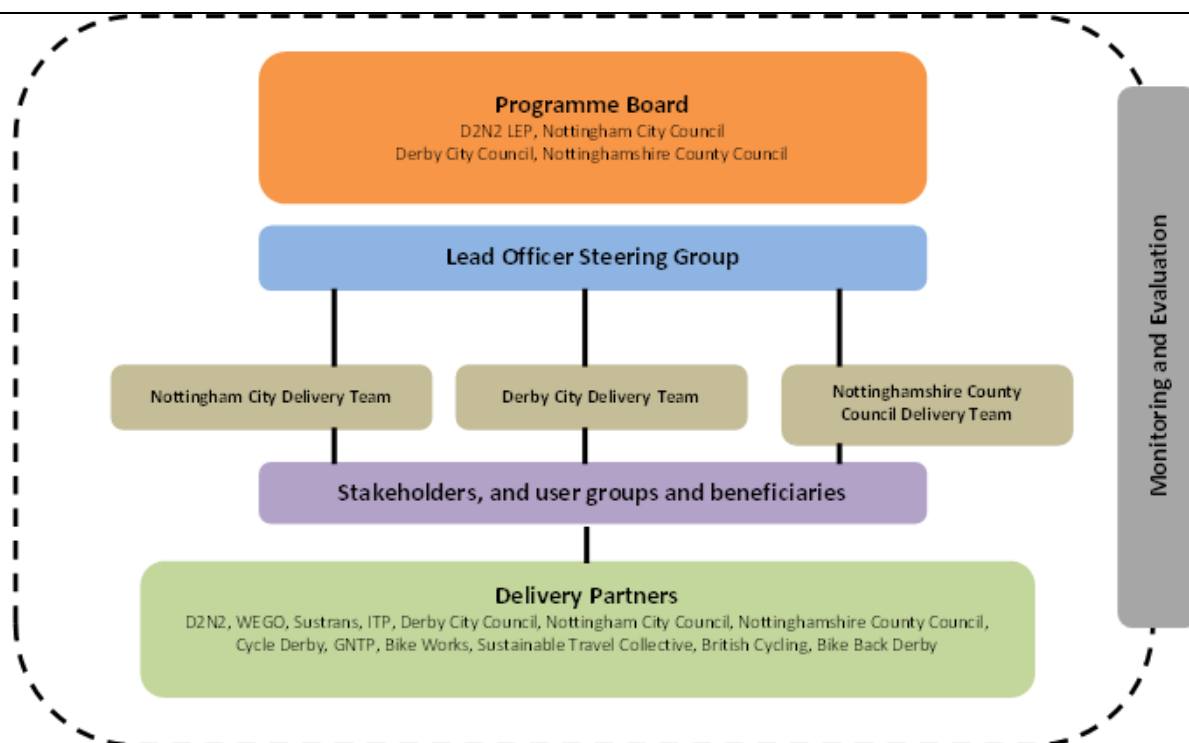
The **Project Gantt** Chart is included in **Appendix E** and is set out to cover pre-implementation set-up/commissioning stages in readiness for delivery over the period of the programme. The Gantt chart forms a 'live' document and as such will regularly be reviewed and updated by the Programme Manager and D2/N2 delivery leads in consultation with the project leads during the course of the year. Progress/variations will be reported to the Delivery Board via the Programme Manager.

B6. Management Case – Statutory Powers and Consents

There are no land acquisitions, complex statutory procedures or third party negotiations upon which the programme's delivery will depend.

B7. Management Case – Governance

Firm governance of the programme is critical to successfully bringing together the two Councils' to deliver a co-ordinated programme of measures that benefit D2N2 residents, the local economy, reduce carbon emissions and improve air quality & public health. Figure 3 below sets out an organogram that explains how the programme will be delivered in practice.



An Access Fund Programme Board on which the three partner authorities will sit will oversee the delivery of the programme. The board will meet on a quarterly basis and over the three year period of the programme will make any necessary key strategic decisions. Regular meeting will also provide an opportunity for knowledge sharing on the progress of other related initiatives throughout the D2N2 area.

A Lead Officer Steering Group will be established to ensure the delivery of programme interventions is on track and progressing on time and to budget. This management-level team will ensure effective and practically-focused coordination and knowledge-sharing is maintained across the partner authorities. Existing Programme Managers in post within the partner authorities will be responsible for updating the Steering Group and coordinating initiatives with the Delivery teams

Delivery Teams Will focus on the delivery of the individual projects that will be implemented across partner authorities areas. All of the partner authorities have supported the delivery of LSTF and other programmes across the D2N2 area in recent years. They have existing contractual relationships with the four partner local authorities, as well as local knowledge of delivery contexts. Throughout the programme timeframe, the process of delivery and the impact of the measures delivered will be monitored and evaluated. The partner authorities recognise the importance of understanding the outcomes and impacts of implemented initiative, so as to inform future implementation and intervention design. Monitoring and Evaluation will be coordinated by Nottingham City Council acting in its role as lead authority on behalf of the two other partners. Independent evaluation input may be contracted-in, as required, based on existing relationships with external partners.

B8. Management Case - Risk Management

Risk Management: The risk management strategy requires the identification and recording and risks and an evaluation of their likelihood and mitigating actions. The risk register presented in **Appendix F** identifies the core political, financial and delivery risks. Without mitigation these could result in increased costs to the programme, reductions in the quality of outputs, and slippages in delivery timelines; all of which would impact upon the overall benefits and outcomes the programme seeks to deliver. Ownership of the risk register falls under the Programme Manager's responsibility, and will be periodically reviewed by the Access fund Programme Board.

The key risks have been identified through an appraisal of the political, management and delivery elements of the bid. A summary of the top 3 risks to delivery is as follows:

1. Local authority capacity/resource to deliver causing delays to delivery/quality. To manage this, more than one person at each Local Authority will have an understanding of the strategic, management and delivery channels for the programme measures in order to ensure there is continual awareness of delivery requirements and that possible short term changes to personnel within Local Authorities does not affect the ability to deliver or the quality of the delivery.

2. Lack of engagement, take up, demand and participation. To manage this, the four Authorities will use their extensive experience and knowledge of delivering schemes/measures to ensure as many people as possible are engaged, involved and participate. Ensure strong communication and publicity where required.
3. Delay to delivery due to late notice of funding award. The programme measures are fully supported by a wide ranging and long standing partnership. Delivery partners have been primed to deliver once the funding outcome is announced.

B9. Management Case - Stakeholder Management

- a) Can the scheme be considered as controversial in any way?
☐ Yes ☒ No
- b) Have there been any external campaigns either supporting or opposing the scheme?
☐ Yes ☒ No

Reaching the target audience: The Nottingham Derby Access Fund programme focuses on promoting healthy and sustainable behaviour change to improve air quality on key corridors and areas of concern across Nottingham alongside promoting sustainable access to work, jobs and skills. Effective communication to all stakeholders including partners and local business/citizens is fundamental to the programme's overall success.

The Programme Board and Delivery Teams will be consulted to share best practise of communications and engagement activity as part of the inception stage. Once consultation has been completed a detailed stakeholder management matrix will be produced to identify those who need to be communicated with and by what method to support and inform a communications strategy and targeted communication plan which will be created for the project identifying activities, frequency and method of communications.

Intelligence from our respective LTP/LSTF programme process delivery and evaluation work, local behaviour change and attitude surveys, and business and community engagement activities will inform the most effective marketing and communications channels for different audience segments and projects. A mix of traditional methods of communication (printed materials/press releases/stakeholder and partner progress meetings) alongside more modern methods of communication focussing on digital channels (Facebook/Twitter/Instagram/LinkedIn) making use of partner accounts alongside the popular Transport Nottingham accounts will be used to communicate with both partner stakeholders and members of the public.

The communications plan will be a living fluid document and activity will be monitored using analytical tools to identify the effectiveness of communications with alterations made to the communication plan if required to maximise the needs of the stakeholders and the related impact upon the project.

B10. The Commercial Case

The partner authorities have a **proven track record for delivery** of sustainable transport schemes through effective partnership working with a range of organisations across the public, private and third sectors. Evidence of their recent successful partnership delivery includes:

- **Full delivery of existing LSTF** programmes in excess of £20 million over the last 5 years;
- **LEP-funded delivery of Cycle City** programmes of street works and strategic route improvements that are currently being delivered in Nottingham and Derby;
- **Local Transport Plan programmes** valued over £15m per annum, which include Urban Transport Group joint procurement approaches (e.g. Better Bus Areas/Green Bus Fund packages);
- Work alongside the private sector to **deliver major infrastructure projects** like the NET tram network, major renovations at Derby and Nottingham rail stations, and redevelopment of the Derby bus station and riverside cycle networks; alongside **travel behaviour change initiatives** such as Personal Travel Planning and workplace travel planning and engagement;
- **Long standing formal partnerships** such as the Urban Area-wide Big Wheel (Nottingham) and Connected (Derby) marketing programmes, travel planning and smarter choices measures delivered by Sustainable Travel Collective and Connected teams;
- Open collaborations with **local third sector organisations** such as the Sustainable Travel Collective, and Sustrans.

Commissioning routes: The following recommended commissioning routes for each element have been identified through discussions by partner authorities with their respective corporate procurement teams and work will proceed in Q3 and Q4 of 2016/17 to prepare detailed project briefs and associated tender documentation for externally commissioned elements of the programme:

- **A1 Personalised Journey Planning:** Household PTP is currently delivered for Nottinghamshire County Council by Aecom through the Midlands Highways Alliance framework contract Professional Services Partnership 2 which can be used by all the partner authorities throughout the programme period.
- **A2 Community Active Travel Services:** Community Cycle Centres were established as local good practice through the LSTF programme. There are a number of established local third sector providers for cycle support services in Nottingham and Derby and contracts will be renewed through appropriate local procurement in order to utilise local expertise, support existing partnerships and develop third sector capacity.
- **A3 Creating an Active travel Culture:** The Authorities will work in partnership with British Cycling and local commercial event partners to deliver the events element of the programme. The Road user Respect Action Plan will be developed in partnership with Nottingham Trent University with local providers commissioned to provide behaviour change and training support packages.
- **B1 Travel Options Business Service:** Business support programmes will be managed in-house by DCC and NCC. The Employee PTP package and Active Travel Challenge components will be commissioned through competitive tender.
- **B2 Jobseeker Travel Support Services:** This service will be procured in 2 stages. The overarching jobseeker PTP and referral project will be jointly commissioned through competitive tender to appoint a single provider to deliver a common service in Nottingham and Derby. The specialist individual referral support services (eg cycle training, Wheels to Work, cycle skills courses etc) would be provided by a pool of local organisations appointed as preferred providers in Derby and Nottingham through a framework contract, which would commit the selected providers to a schedule of rates for the bid period for provision of a menu of jobseeker travel support services.
- **B3 Supporting Low Carbon Transport Business Innovation:** The Partner Authorities have scoped out this element of the programme with private sector providers. The Clean Air Delivery Service will be commissioned through competitive tender. The feasibility and business case for establishing a permanent service from Toton will be developed in partnership with the appointed provider and Nottingham University.
- **Programme monitoring activities** associated with the programme will be managed using in-house resources within the partner authorities and through contractual arrangements with individual project delivery organisations. An independent programme evaluation would be commissioned through competitive tender. As lead authority NCC's programme manager will take responsibility for programme-wide coordination across the three authorities
- **Financial management, monitoring and authorisation arrangements** are already in place at both NCC and DCC for auditing of all transactions and continuing contractual arrangements between internal and external organisations. NCC will act on behalf of the programme to account for all spending and coordinating reporting of the Nottingham Derby Access Fund programme to DfT, while each partner authority will continue to ensure compliance with all relevant legal and financial regulations relating to the procurement and commissioning of goods and services and achieving value for money.

The key principles driving the commercial case are to:

1. Ensure timeliness, cost effectiveness and value for money
2. Tackle Air Quality issues in the key areas of Nottingham, Nottinghamshire and Derby
3. Increase the capacity of the third sector

State Aid

As lead authority the City Council is aware of the need to ensure any financial assistance it provides for the projects outlined do not constitute state aid. Discussion has taken place with NCC legal representatives to ensure compliance and consider the State Aid implications

SECTION C – Monitoring, Evaluation and Benefits Realisation

C1. Monitoring and Evaluation

C1. Monitoring and Evaluation: Throughout previous sustainable travel programmes including the LSTF programme; DCC, NCC, and Notts CC have developed independent monitoring and evaluation arrangements in conjunction with DfT. Their value is locally recognised, since evidence of tangible impacts enabled the identification and inclusion of most relevant, highest value for money projects for this bid.

Process learning from prior evaluation also informs the proposed programme delivery approach. For the programme delivery, the partner authorities intend to adopt a programme-wide approach that accords with DfT's published [Monitoring and Evaluation Strategy](#).

Key tenets of the approach are:

- **Light touch reporting of outputs**, with delivery information collated quarterly across all projects.
- **Targeted outcomes monitoring**, adopting LSTF legacy data collection techniques and user surveys.
- **Monitoring of programme impacts**, comparing programme outcomes with corroborative datasets.

Reporting of this activity will take the form of:

- **Ongoing qualitative monitoring:** inform process evaluation and refine on-going delivery.
- **Annual output report:** document key inputs (spending) and delivered outputs to date.
- **Post intervention outcomes report:** report and corroborate measured intervention outcomes.

Drawing together the most effective components of previous partnership monitoring and evaluation activities, and sharing learning across the D2N2 authorities, economies of scale and efficiencies will help minimise the costs of programme monitoring and evaluation. It will also streamline the approach, allowing for greater delivery focus.

A robust monitoring and evaluation programme will be utilised alongside an effective governance framework with Monitoring and Evaluation coordinated by NCC, acting in its role as lead authority on behalf of the three partners. Independent evaluation input may be contracted-in, as required, based on existing relationships with ITP and Transport for Quality of Life across the Nottingham and Derby established during the previous LSTF programme respectively.

What will success look like?

The D2N2 authorities agree to work with DfT colleagues to provide a reasonable level of monitoring to enable the measurement of outputs and evaluation of impacts. As such the monitoring and evaluation approach described here is presented to inform agreement with DfT at programme inception.

Table 11 (overleaf) details our suggested output targets in relation to the proposed Nottingham Derby Access Fund Bid workstrands, informed by previous LSTF project delivery and monitoring experience:

Table 11: Access Fund output targets

	Description	Targets			
		17/18	18/19	19/20	Total

Connected Communities	A1: Personal Journey planning				
	Households engaged in Nottingham City	5,000	4,000	4,000	13,000
	Households engaged in Nottingham conurbation	-	5,000	5,000	10,000
	Households engaged in Derby	2,000	5,000	-	7,000
	A2: Community Active Travel Services				
	Number of Cycle Centres launched (number of community locations)	5 (10)	-	-	5 (10)
	Number of Cycle Centre sessions delivered (2 session per mth per corridor April to October)	60	60	60	180
	Number of Cycle Centre participants (50 people per session)	3,000	3,000	3,000	9,000
	Osmaston Triangle community behaviour change programme – no of people engaged	800	800	800	2,400
	Number of electric bikes available	6	6	6	6
	A3: Active Travel Culture				
	Annual programme of events (Cycle Live, Great Notts Bike Ride, British Cycling Ride Programme)	3	3	3	9
	Road User Respect Action Plan – public forums	4	4	4	12
	Road User Respect Action Plan – participants in training sessions	600	1,700	1,600	3,900
Metro Jobs	Travel Options Business Support Service				
	Number of businesses who have taken up the Business grant scheme	10	10	10	30
	Number of employers/Businesses provided with business support services	50	50	50	150
	Number of employees provided with business support services	10,000	10,000	10,000	30,000
	Number of businesses (employees) provided with Employee PTP	10 (1,300)	10 (1,300)	10 (1,300)	30 (4,000)
	Number of businesses involved in an Active Travel Challenge	50	50	50	150
	Jobseeker One Stop PTP and Referral service				
	Number of jobseekers engaged	520	1030	1030	2,580
	Number of jobseekers provided with Personalised Travel Plans	305	620	620	1,545
	Number of jobseekers supported (journey buddying, cycle training, cycle loans etc)	205	410	410	1,025
	Number of jobseekers supported into employment	40	78	78	196
	Supporting Low Carbon Transport Business Innovation				
	Last Mile zero carbon delivery hub and service launched	1	-	-	1
	Number of locations provided with a “click and collect” point	1	1	1	3
	Jobs created	3.5	4	4.5	12

Table 12 proposes impact evaluation metrics that will be used to corroborate the aggregated impact of programme activities across all two workstrands:

Table 12: Nottingham Derby Access Fund Bid 2017/2018-2019/2020 impact metrics

Metric	Target	Relationship to Objectives			
		Economy	Carbon	Society	Activity

Change in car trips	-2,141,824		X	X	X
Change in car distance (km)	-30,321,721		X	X	
Change in cycle trips	5,341,764	X	X	X	X
Change in cycling distance (km)	26,649,930		X	X	
Change in walk trips	3,468,289		X	X	X
Change in walking distance (km)	4,199,163		X	X	
Net change in CO2 emissions (kg)	-6,603,471		X	X	

* Impact to be directly captured from project delivery monitoring data and user surveys

** Impact to be estimated based on user behaviour change surveys, per NCC and DCC LSTF evaluation approaches

*** Impact to be measured through corroborative Performance Indicator datasets routinely collected in D2N2 HMA

Service Level Agreements will be put in place to ensure that individual project delivery partner leaders are held responsible for maintaining and sharing output delivery records. They will also support and facilitate independent monitoring survey activities, by sharing beneficiary contacts and seeking consent for independent monitoring teams to conduct post-implementation behavioural surveys with beneficiaries. By submitting this bid, I agree to work with the Department to provide a reasonable level of monitoring to enable the measurement of outputs and, where appropriate, evaluation of outcomes.

☒ Yes ☐ No