List of Appendices

Appendix i - Section 151 Officer Declaration

Appendix A - Letters of Support

Appendix B - Equality Impact Assessment

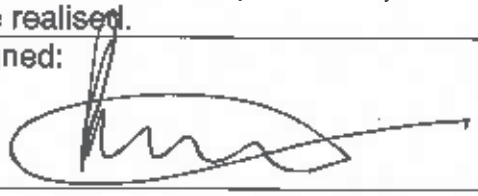
Appendix C - Access Fund Scheme Impact Proforma

Appendix D - Economic Appraisal Summary

Appendix E - Gantt Chart

Appendix F - Risk Register

SECTION D - Declarations

D1. Senior Responsible Owner Declaration	
As Senior Responsible Owner for **Nottingham Derby Access Fund I** hereby submit this request for approval to DfT on behalf of **Nottingham City Council** and confirm that I have the necessary authority to do so. I confirm that Nottingham City Council will have all the necessary statutory powers in place to ensure the planned timescales in the application can be realised.	
Name: Peter Price	Signed: 
Position: Interim Director for Traffic and Transport	

D2. Section 151 Officer Declaration	
As Section 151 Officer for Nottingham City Council I declare that the scheme cost estimates quoted in this bid are accurate to the best of my knowledge and that Nottingham City Council - has allocated sufficient budget to deliver this scheme on the basis of its proposed funding contribution; - accepts responsibility for meeting any costs over and above the DfT contribution requested, including potential cost overruns and the underwriting of any funding contributions expected from third parties; - accepts responsibility for meeting any ongoing revenue and capital requirements in relation to the scheme; - accepts that no further increase in DfT funding will be considered beyond the maximum contribution requested and that no DfT funding will be provided after 2019/20; - Confirms that the authority has the necessary governance / assurance arrangements in place and the authority can provide, if required, evidence of a stakeholder analysis and communications plan in place.	
Name: Theresa Channell Head of corporate finance & deputy Section 151 officer	Signed: 

**This is only required from the lead authority in joint bids*

Appendix A: Letters of Support

1: D2N2 Local Enterprise Partnership
2: Derby City Council
3: Nottinghamshire County Council
3a: Nottinghamshire County Council (Public Health)
4: British Cycling
5: East Midlands Chamber
6: Nottingham Trent University
7: Derby Conference Centre
8: intu Nottingham and Derby
9: Rolls Royce
10: JobCentre Plus
11: University of Derby
12: Lifecycle UK
13: Derby Enterprise Growth Fund
14: Campaign for Better Transport
15: Sustrans
16: Greater Nottingham Transport Partnership
17: Sustainable Transport Collective
18: Public Health – Nottingham City Council
19: Public Health – Derby City Council
20: Archimedes Pharma
21: Derby Cycling Group
22: Geldards
23: HUBB
24: Keepmoat
25: Notts and Derby
26: Russell Ulyatt
27: Staffline

Derby
Derbyshire
Nottingham
Nottinghamshire

www.d2n2lep.org
Tel: 0115 957 8757

PR/SH

23 August 2016

FAO Peter Price
Interim Director of Traffic and Transport
Nottingham City Council
Loxley House
Station Street
Nottingham
NG2 3NG

Dear Peter

Re: Notts/Derby Access Fund Bid

I write on behalf of the D2N2 LEP with reference to your bid for Access funding.

D2N2 LEP is the Local Enterprise Partnership for Derbyshire and Nottinghamshire and has the responsibility for preparing the Strategic Economic Plan (SEP) to be agreed by Government. It also oversees the management framework of the EU Structural Funds 2014-2019. I have been Chair of the LEP since December, 2012.

I am pleased on behalf of the LEP to support the Notts/Derby Access Fund Bid.

We believe all the delivery partners in the D2N2 bid have created strong LTSF offers to date and that LTSF programmes across our region are effectively unlocking growth, increasing job opportunities for local people and changing transport choices in the D2N2 area.

The bid will support the LEP vision for D2N2 to become a more prosperous, better connected and increasingly resilient and competitive economy and contribute to the achievement of our overarching target to create an additional 55,000 jobs by 2023. All elements of the programme will contribute significantly to this target and in particular the employability support package will steer D2N2 in the direction of achieving its employment aspirations.

This funding will directly support the Derby/Nottingham Metro strategy by focusing activities into two core work streams:

A: Metro Connected Communities to improve air quality by embedding sustainable active travel behaviour and supporting the two cities' leisure and cultural offer focussed on communities with in AQMAs/Clear Air Zone and cycling investment corridors

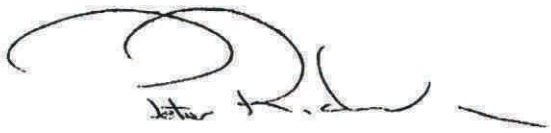
- Shared cycle solutions including small-scale Smart Locks trial with BikePlus and sharing good practice to support DCC cycle hire scheme set up
- Annual programme of inspirational mass participation and community events linked to national programme to raise profile of walking and cycling
- Annual Workplace Active Travel Challenge

B: Metro Jobs – Working with employers and jobseekers to improve access to work, jobs and skills and support green business innovation, including supporting Broadmarsh business engagement package, working with NHS/healthcare organisations and Phase 2 travel plan programme with business parks to build on the Push Pull programme.

- Business events to support ULEV (ultra-low emission vehicles) behaviour change support programme
- Car club promotion/development
- Cycling Excellence programme putting Derby & Nottingham on the map for sustainable travel excellence including: annual low carbon travel showcase to support Go Ultra Low.

I am therefore delighted to commend this project and to wish you every success with the bid. If you wish to contact me at all about this, my email address is shown below.

Yours sincerely,



Peter Richardson
Chairman, D2N2 LEP

M. 07971 335016
E. peter.richardson@d2n2lep.org

Derby City Council

one Derby one council

Your ref
Our ref
Contact Adam Sendall
email Adam.sendall@derby.gov.uk
Tel 01332 642017
Fax
Minicom 01332 256666
Date 01 September 2016

Peter Price
Interim Director of Traffic and Transport
Nottingham City Council
Loxley House
Station Street
Nottingham
NG2 3NG

Dear Peter

Joint Nottingham Derby bid to the Access Fund 2017/18 – 2019/20

Further to our recent correspondence regarding the Access Fund Bid Nottingham City Council are looking to submit to the Department for Transport (DfT), on behalf of Nottingham City Council, Derby City Council and Nottinghamshire County Council.

I can confirm that Derby City Council are willing to support this bid and have full cabinet approval. The proposal for a Nottingham and Derby Urban Area bid is an exciting prospect that will ensure D2N2 authorities share best practice and build upon our already successful projects.

Derby City Council is committed to the sustainable transport agenda and continuation of our smarter choices projects and initiatives delivered via successful programmes, such as Better by Bus and Local Sustainable Transport Fund.

I have outlined in the table below the level of match funding that Derby City Council could contribute to the bid.

Source	Details	Value (£'000)
DCC 2016/17 Revenue	Staff contribution to Access Fund delivery across the T&T service (equates to 1.5 fte per annum)	156

Yours sincerely

Tim Clegg

Tim Clegg
Director of Partnerships and Streetpride

This matter is being dealt with by:
Sean Parks
T 0115 977 4251
E sean.parks@nottscc.gov.uk
W nottinghamshire.gov.uk

Nottinghamshire County Council

1 September2016

James Ashton
Team Manager – Transport Strategy
Nottingham City Council
Floor 4, Loxley House
Station Street
Nottingham NG2 3NG

Dear Mr Ashton

Re: Access Fund Bid

Nottinghamshire County and Nottingham City councils have a proven track record of jointly delivering successful multi-million pound transport programmes. The proposed Bid has been developed in partnership between Nottinghamshire, Nottingham City, and Derby City councils.

If successful the Bid will provide benefits across Nottinghamshire, as well as the rest of the Bid area. The personal travel planning element of the bid proposed to be delivered in West Bridgford and Daybrook will help deliver a number of national and local objectives by encouraging more people to walk and cycle and will specifically help address the air quality management areas at these two locations; and maximise the planned Local Growth Fund investment on the local sustainable transport networks.

The County Council therefore supports the proposed Bid, and has contributed £25,000 match funding towards the Bid and looks forward to working in partnership with the partners in delivering the Bid within Nottinghamshire.

Yours sincerely

Councillor Kevin Greaves
Chair – Transport & Highways Committee
Nottinghamshire County Council

This matter is being dealt with by:
Anne Pridgeon
Reference: Access Fund Nottingham/Derby
T 0115 8040763
E anne.pridgeon@nottscc.gov.uk

Nottinghamshire County Council

30th August 2016

Dear Sir/Madam

Re: Letter of Support for the joint Nottingham and Derby City bid to the Access Fund

Regular physical activity is a key contributor to energy balance, helping to prevent obesity and excess weight. It also reduces the risk of developing many chronic conditions including cardiovascular disease, stroke, Type 2 diabetes, cancer, mental health problems and musculoskeletal conditions.

Tackling excess weight and physical inactivity are both priorities for the Nottinghamshire Health and Wellbeing Strategy. The action plan takes a partnership approach to the prevention and treatment of obesity, of which the promotion of active travel is an important strand.

Initiatives that create an environment where people actively choose to walk and cycle as part of everyday life, increasing physical activity levels, but also reducing congestion and addressing local air quality are welcomed. These can have a significant impact on health and may reduce inequalities in health.

The Nottinghamshire Health and Wellbeing Board fully supports this bid and if successful will work with colleagues on the development and delivery of the different elements of the project.

Yours faithfully

Joyce Bosnjak

Councillor Joyce Bosnjak
Deputy Leader
Nottinghamshire County Council
Chair of the Health & Wellbeing Board

British Cycling
Stuart Street
Manchester M11 4DQ

T: +44 (0) 161 274 2000
F: +44 (0) 161 274 2001
britishcycling.org.uk

Peter Price
Interim Director of Traffic & Transport
Nottingham City Council
Loxley House
Station Street
Nottingham NG2 3NG

31st August 2016

Dear Mr Price

Nottingham Derby Access Fund 2017/18 – 2019/20

As one of the key organisations delivering cycling projects in Nottingham, British Cycling would like to lend its support to the Nottingham Derby Access Fund Bid.

British Cycling has worked in partnership with Nottingham City Council to deliver a led ride programme across the City since 2013 and are confident that these programmes will continue to boost cycling levels significantly. In addition, they will support Nottingham's long-term commitment to promote cycling and encourage sustainable travel in general impacting positively on local economic growth and the reduction of carbon emissions.

With the recent success of the Rio Olympics and Chris Froome's third Tour de France crown in 2016, we continue to inspire further participation at grass-roots level. British Cycling will work alongside Local Authority partners and PTE's in the strategic planning for cycling. A partnership with Nottingham City Council will capitalise on the momentum and inspiration we have already, and will continue to create.

We are therefore contributing match funding of £80,000 per annum towards the British Cycling Recreational Partnership, made up of £65,250 for the partnership work and support for the wider promotion of cycling for community engagement through festivals and events.

We are confident that Nottingham City Council will, with our support, be able to deliver the proposed Nottingham Derby Access Fund Bid to those people from areas of both employment and health deprivation, to access employment by active transport.

Yours sincerely,

Janet Hudson
Recreation Manager (East Midlands)

sky uk sport LOTTERY FUNDED SPORT ENGLAND adidas FIAT cervélo

The British Cycling Federation trading as 'British Cycling' is a company limited by Guarantee. Registered in England No. 3943494 Registered Office: British Cycling Federation, Stuart Street, Manchester M11 4DQ

Chesterfield: Commerce Centre, Canal Wharf, Chesterfield, S41 7NA
0333 320 0333 | info@emc-dnl.co.uk | www.emc-dnl.co.uk
@EMChamberNews

East Midlands Chamber
Derbyshire
Nottinghamshire
Leicestershire

Delia Bower
Local Sustainable Transport Fund (LSTF)
Partnership & Business Engagement Officer
Traffic and Transportation
Communities and Place
The Council House
Corporation Street
Derby
DE1 2FS

16 August 2016

Dear Delia,

RE: Support for Derby City Council's Sustainable Travel Access Fund Application

This is a letter of support from East Midlands Chamber (Derbyshire, Nottinghamshire, Leicestershire).

It is the Chamber's belief that Derby City Council's application to DfT's Sustainable Travel Access Fund addresses the concerns of members regarding sustainable transport across Derby City by:

- Providing sustainable transport solution for these individuals seeking to re-enter sustainable employment;
- Providing workplace travel planning support to businesses including an educational events programme and access to grants to implement new workplace travel solutions;
- Motivating employers and employees across Derby to implement cycling solutions as an effective alternative workplace travel solution.

The Chamber operates a Sustainability Forum for its Members and the wider business community that support the outcomes of Derby City Council's Access Fund application. The Chamber contributes £50,000 per annum to the development of sustainable transport solutions via this mechanism.

Continued/…

Our Patrons:

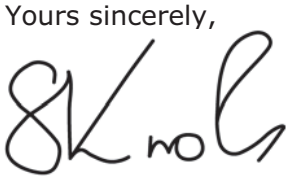
Derbyshire and Nottinghamshire Chamber of Commerce and Industry Ltd (incorporating Leicestershire Chamber of Commerce and Industry), trading as East Midlands Chamber (Derbyshire, Nottinghamshire, Leicestershire). Registered office: Commerce Centre, Canal Wharf, Chesterfield, S41 7NA. Registered No. 1785710 Limited by Guarantee.

European Union
European Social Fund
Investing in jobs and skills

INVESTOR IN PEOPLE

East Midlands Chamber therefore is entirely supportive of this DfT's Sustainable Travel Access Fund bid to address enhancing sustainable travel solutions across Derby which will have a direct beneficial impact on the economy of the counties.

Yours sincerely,



Scott Knowles
CHIEF EXECUTIVE
Tel: 0333 320 0333
Mob: +44 (0)7855 742088
Email: scott.knowles@emc-dnl.co.uk

NOTTINGHAM TRENT UNIVERSITY

FAO Peter Price
Interim Director of Traffic and Transport
Nottingham City Council
Loxley House
Station Street
Nottingham
NG2 3NG

RE: Nottingham Derby Access Fund 2017/18 – 2019/20

01/09/16

Dear Peter

I am writing to express my support for the Council's bid to the Department of Transport Access Fund commencing in 2017, particularly for the element concerning the proposed Road User Respect Protocol project.

As we have discussed, this is an exciting project which as a researcher into attitudinal change in cycling I wish to be involved in. Also as Leader – Live Projects, this will be an ideal project for my third year students in the Fashion Communication and Promotion course to develop the communication/attitudinal change parts of the proposed action plan for the protocol over the next 3 years.

This would be a collaborative project between Nottingham Trent University and Nottingham City Council. It would be an integral part of our third year students 'live' experience, preparing them for working directly with clients and improving their employability prospects.

Given the integral nature of the project and considering the contact and non-contact hours involves, it is estimated that the research value of the project will be £48,000 based on current criteria.

Yours sincerely

Si Beales
Senior Lecturer
Leader – Live Projects (FCP)
Nottingham Trent University

THE DERBY
CONFERENCE CENTRE
Meetings • Hotel • Weddings

The Derby Conference Centre
London Road, Derby DE24 8UX

Telephone: 0845 880 8101
Fax: 0870 890 0030

Email: enquiries@thederbyconferencecentre.com
www.thederbyconferencecentre.com

18 August 2016

Delia Bower
LSTF Partnership & Business Engagement Officer
Derby City Council
The Council House
Corporation Street
Derby
DE1 2FS

Dear Delia

Joint Nottingham Derby bid to the Access Fund 2017/18 – 2019/20

The Derby Conference Centre is pleased to support Derby City Council in its application to the Access Fund Revenue Bid. We have developed excellent partnership working with the Council and have benefited from their support to implement sustainable transport measures.

The Derby Conference Centre is committed to embedding sustainable travel into its operations. Our plans going forward include the:

- Installation of showers with changing facilities for cyclists
- Installation of 8 EV charging points in addition to the 2 existing EV points
- Provision of additional cycle parking facilities

We estimate these costs to be in excess of £30,000.

Funding to continue the delivery of Local Sustainable Transport initiatives will ensure that the momentum for promoting sustainable travel is not lost and that we derive maximum value from the collective efforts of local businesses to bring about modal shift and economic growth in the region.

It has been demonstrated that active and sustainable modes of transport help reduce traffic congestion and carbon emissions and benefit people's health, personal finances, the environment, and the economy. We are therefore fully supportive of this bid and look forward to continuing our successful partnership working with Derby City Council.

Yours sincerely

Mike Ebbitt MIH
Managing Director

intu Broadmarsh intu Derby intu Victoria Centre

FAO: Peter Price,
Interim Director of Traffic and Transport,
Nottingham City Council,
Loxley House,
Station Street,
Nottingham, NG2 3NG

22nd August 2016

Dear Peter,

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

On behalf of the intu shopping centres in Nottingham (Broadmarsh and Victoria Centre) and Derby, we are pleased to provide a letter of support for this joint bid to the DfT's Access Fund competition.

intu are a key employer in the East Midlands region with approximately 7000 people employed across our three centres, increasing at the seasonal peaks. We play a vital role in the region's economy - our centres attract around 60 million visits per annum, and intu Victoria Centre generates 56% of Nottingham's retail spend.

Sustainable modes of transport are crucial to our operations and sustaining our centre's footfall – 80% of staff and 67% of guests at our Nottingham centres travel by non-car means, with equivalent figures of 60% of staff and 75% of guests at intu Derby. To help us promote sustainable travel more widely, we have produced a joint travel plan for our two centres in Nottingham, and our centre at intu Derby was awarded silver accreditation for its travel plan in 2016.

We have now restructured our group's Sustainable Travel team. For our Midlands centres, we have a regional Sustainable Travel Manager who is assisted on a day-to-day basis by a Travel Champion at each location. We estimate the value of our cedicated staff time allocated to promoting sustainable transport initiatives across the three centres equates to around £20,000 per annum.

Furthermore, the first phase of our development programme at intu Victoria Centre has been completed and we are planning for the next development phase at intu Broadmarsh, including the provision of staff cycle storage and showering facilities. At intu Derby, we are also keen to promote the walking and cycling message, and have liaised with the council on a bid for providing cedicated cycle storage and shower/changing facilities in our Riverside car park.

As an organisation that has such a key role in the socio-economic activity of the East Midlands region, we strongly support the two main work-streams proposed in this bid. The 'Metro Connected Communities' will sustainably support and enhance the two cities' leisure and cultural offer, whilst 'Metro Jobs' will greatly improve access to work, jobs and skills. Both of these work-streams are of significant importance for our centres' daily operations and activities.

intu Broadmarsh intu Derby intu Victoria Centre

Therefore, we would be therefore extremely keen to be recognised as a delivery partner for this Access Fund bid, should it be successful, in both Nottingham and Derby. It is encouraging to learn of specific projects which will support our centres across both locations, including:

- Sustainable transport business engagement and support package for businesses and retailers;
- Jobseeker support service to address travel barriers to accessing employment thereby widening the labour pool available to businesses in both Nottingham and Derby;
- Increased footfall to each centre through wider leisure and cultural offers around cycling events;
- Clean air delivery service pilot to provide a zero emission last mile delivery and collection service for both shoppers and retailers in Nottingham City Centre;

We would be willing to explore opportunities in both cities to support and contribute towards the proposed work-streams and initiatives to be delivered under this bid, especially where such an approach will deliver tangible benefits to our centres.

Wishing you every success with this bid, and we look forward to working closely with both authorities.

Kind regards,



Dr Gareth Evans
Sustainable Travel Manager (Midlands & North Regions), Intu Properties plc

Rolls-Royce

Rolls-Royce plc
PO Box 31, Derby DE24 8BJ, England
Telephone: +44 1332 242424
Fax: +44 1332 249936
www.rolls-royce.com

17th August 2016

Delia Bower
Local Sustainable Transport Fund (LSTF) Partnership & Business Engagement Officer
Traffic and Transportation, Communities and Place
The Council House,
Corporation Street
Derby DE1 2FS

Dear Delia,

Local Sustainable Transport Bid - Derby

Rolls-Royce operates globally and is active in over 50 countries, producing integrated power system solutions for customers in aerospace, marine and energy markets. We understand the need to develop our business on a responsible basis and we fully embrace the principles of sustainable development and reducing our carbon footprint. We also recognize the social responsibilities that come with being a major employer, neighbour and partner as we conduct our business around the world.

The movement of employees, visitors and goods is critical to our business in terms of economic development. However, maintaining this level of activity in a sustainable way means that we have to continually manage and actively promote alternatives to motorised travel.

We developed and introduced a travel plan framework across our UK operations in 2007 to encourage sustainable travel options with the following broad objectives:

- To improve the choice of transport options and facilities available to staff travelling to and from their normal place of work and between sites
- To discourage the unnecessary use of private motor vehicles by staff travelling to and from their normal place of work and between sites
- To implement travel initiatives that reduce transport related carbon dioxide emissions
- To improve the health and fitness of staff through the promotion of walking and cycling

In Derby, we employ over eleven thousand people in operations across the city and we manage the travel plan through our Group Property Team. We have successfully introduced and continue to promote a number of initiatives, which are bulleted below.

- Promotion of travel options through a dedicated intranet website
- Intersite bus links that carry around 15,000 passengers per month and cost around £200,000 per annum to run. The routes include:
    - Pride Park park and ride, Pride park main offices and Sinfin
    - Sinfin, City Centre and Jury's Inn
    - Sinfin and Raynesway
- Car share scheme across our sites
- Piloted a scheme at Raynesway allocating specific car share spaces
- Currently around 9% of employees regularly cycle to work.

- Bike to work scheme
- Improvement to end of journey facilities and plan for all sites to achieve bronze standard by 2020
- Company car fleet emissions minimized in line with Governments environmental targets

Due to the historical development and scales of sites in Derby, in particular the site at Raynesway, they are in locations remote from the city centre and residential areas. As such, public transport options are limited and walking and cycling links are not always continuous. The DfT bid for Derby provides an opportunity to tackle some of the wider issues and to maximize the benefits of existing and new sustainable travel initiatives through continued working with adjacent business and Derby City Council.

The key elements of the bid that would be of most benefit and Rolls Royce will work with Derby City Council and other stakeholders to deliver, include:

- Support the local economy and facilitate economic development, for example by reducing congestion and enhancing access to our sites
- Reduce carbon emissions, by bringing about an increase in the volume and proportion of journeys made by low carbon sustainable modes
- Actively promote increased levels of physical activity through walking and cycling

The DfT bid provides a significant opportunity to improve and encourage travel by sustainable transport. This will not only be of benefit to the development of Rolls-Royce's business in terms of access but will have wider benefits such as reducing congestion, assisting with employee mobility and reducing carbon emissions. We look forward to working with Derby City Council and other stakeholders on the delivery of these improvements.

Yours sincerely,

Tim Sullivan
Director, Energy & Property Compliance

Tel Office: 0044 (0) 1332 333760
Tel Mobile: 0044 (0) 7972 001527
Email: tim.sullivan@rolls-royce.com

Andy Powlson
Employer Adviser
Department for Work and Pensions
Work Service Directorate,
Jobcentreplus
10 Normanton Road
Derby
DE1 2GW

01332 714415

Andrew.powlson@dwp.gsi.gov.uk

30th August 2016

Dear Delia

Joint Nottingham Derby bid to the Access Fund 2017/18 – 2019/20

I am writing to confirm that we are supportive of the bid that you are preparing and to provide some examples of existing partnership working arrangements with you.

Jobcentre Plus has worked, and is working, with LSTF to remove barriers to work. Transport is one of the biggest barriers to overcome to ensure a free flow of employees to meet increasingly flexible shift patterns.

We are currently working with you on getting subsidised tickets to support job seekers to attend interviews and their place of work once receiving an offer of employment. Working in partnership with you on the Wheels To Work scheme which provides moped training and the availability to purchase mopeds to those who are seeking employment.

Having a designated Bike It Officer based at our offices from the LSTF programme has proved an invaluable resource to our job seekers as well as them being able to receive free bikes.

We have long established relationship with many major employers in Derby and we are happy to explore the opportunities these relationships provide to advance the bid and deliver a successful programme to ensure we support access into work for our claimants and provide a ready, mobile workforce that can attract new investors and employers to the area.

Jobcentre Plus welcomes the positive impact that the LSTF is expected to bring for the economy and environment of Derby. We look forward to continuing to work with you on the initiatives outlined previously, through the LSTF and beyond it.

Kind Regards

Andy Powlson
Employer Adviser

Kedleston Road, Derby
DE22 1GB, UK

Date: 24th August 2016

Our Ref: JIW/seb/HR/bike001

LSFT Programme Coordinator
Derby City Council
The Council House
Corporation Street
Derby
DE1 2FS

For the attention of Adam Sendall

Dear Adam

Derby City Council Access Fund Bid (Derby Bike Hire Scheme)

I write as Director of Estates at the University of Derby in support of the Derby City Public Bike Hire Scheme which is being led by Derby City Council (DCC), working closely with the University and other businesses based within Derby.

The proposed bike hire scheme aligns with the university's strategic priority of creating a 'University Quarter' with the city and the strategic objective; *identify University Quarter; enhance our brand through effective signage and presence within the city; implement cycling scheme to encourage students and staff to access the city more easily and link route through the designated Quarter zone.* The bid is critical for the success of the promotion and management of the cycling scheme. A scheme such as this needs large investment, not only in the creation of the cycling infrastructure, but improvements in the city's cycling connectivity and "way-finding". The promotion and marketing of the scheme will be key to its success.

This bid could assist in the inter-urban connectivity and help promote cycling from the city centre to the various University of Derby campuses and student accommodation, which are spread over a 4 mile area throughout the city. The scheme is anticipated to generate benefits for students, staff and visitors to improve health and well-being throughout our community and promote Derby as a cycling city.

As a result of the scale and potential benefits, the university is committed to being a key partner in the scheme.

Yours Sincerely

Ian Willgoose
Director of Estates

Life Cycle, UK, CREATE Centre, Smeaton Road, Bristol, BS1 6XN

Adam Sendall
Local Sustainable Transport Fund (LSTF) Team Leader
Traffic and Transportation
Derby City Council
The Council House
Corporation Street
Derby DE1 2FS

16th August 2016

Dear Adam

Joint Nottingham-Derby bid to the Access Fund 2017/18 – 2019/20

I am writing to offer Life Cycle UK's support for Derby City Council's bid to the Access Fund to continue the excellent work the *Connected* Partnership has been doing to promote sustainable travel and economic development in the region.

The LSTF funding was instrumental in enabling Life Cycle UK to establish Bike Back Derby (BBD), which has proven to be a highly successful bicycle refurbishment scheme for Derby. With the support of Connected, BBD has is enabling people on low-incomes to access an affordable recycled bike for local journeys, as well as providing valuable training opportunities in bike mechanics to prisoners at HMP Nottingham and HMP Stocken who are involved in the refurbishment.

As a registered Charity, Life Cycle UK is able to bring in additional support for our work from a range of Charitable Trusts and Foundations. Further, we are also able to generate some income through sales of bikes and accessories and bike servicing. We estimate we will contribute £60,000 to sustainable travel in the region in the next two years. We also contribute a huge amount to the local economy *in kind*. In the next two years we will:

- Refurbish **400** unwanted bicycles. This will:
    - Enable **400** people on low-incomes to access an affordable form of transport
    - Divert **3,370 kg** of waste from landfill
    - Enable **25,000** extra miles to be ridden by bike in Derby
    - Save **20,000 kg** of Co2 in emissions

- Teach **200** prisoners mechanical skills
    - **60** will gain a City & Guilds "Level 1" or "Level 2" qualification in cycle mechanics

Life Cycle, UK, CREATE Centre, Smeaton Road, Bristol, BS1 6XN

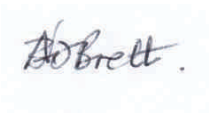
- Provide regular volunteering opportunities to enable local people to learn new skills
    - Our volunteers will contribute **1,500** volunteer hours to the local economy.

Bike Back Derby is playing a valuable role in the efforts to bring about modal shift in the City and encouraging people to travel by more sustainable means. We believe its continuation is crucial to getting more refurbished bikes out to people on low incomes, thereby encouraging and supporting people to cycle. The feedback we receive from customers in our scheme, demonstrates that having access to an affordable bike has been instrumental in enabling people to cycle.

It is of course important to mention that the benefits extend beyond sustainable travel. By enabling people to cycle, we are also helping them to improve their health, fitness and well-being – intervening early in the management of positive health outcomes.

It is essential that the work of the Connected partnership continues across the region to further support sustainable travel; and ensure the momentum is not lost and the maximum value can be gained from all the efforts to bring about modal shift and economic development in the Region.

Yours sincerely



Poppy Brett
Chief Executive

23 August 2016

To whom it may concern,

Joint Nottingham Derby bid to the Access Fund 2017/18 – 2019/20

I write to you on behalf of the Derby Enterprise Growth Fund, in support of the Derby City bid to the Access Fund.

We continue to be a strategic partner working to support enterprise growth in the city we are fully supportive of the focus on sustainable transport provision with its tangible benefits to residents of the city and local businesses as well as the environment.

The Derby Enterprise Growth Fund has been a fantastic success with almost £20m of financial support having been committed to companies in Derby to help them achieve their ambitions for growth, expansion of premises and job creation. The Fund Managers continue to work closely with the Connected project in Derby and both projects have benefitted from joint promotional events and business referrals between them.

A successful bid will be very important to supporting economic development and regeneration activity in Derby, ensuring the city remains competitive. With the presence of global engineering companies such as Rolls-Royce, Toyota and Bombardier Derby is referred to as the Capital of Innovation and sustainable travel is at the heart of this.

Yours sincerely,

Greg Pickup
Senior Derby Enterprise Growth Fund Manager

Campaign for Better Transport

Ms D Bower
LSTF Partnership and Business Engagement Officer
Traffic and Transportation, Communities and Place
Derby City Council

23 August 2016

Access Funding Bid (2017/18 – 2019/20)

Derbyshire and Peak District Campaign for Better Transport are pleased to support the City Council's bid for Access funding.

We campaign both locally and nationally for environmentally – friendly and sustainable transport.

Campaign for Better Transport nationally welcomed the introduction of the Local Sustainable Transport Fund – its website includes several items about LSTF successes, including a congratulatory reference to Derby's "Bike It" scheme.

We are keen to see this bid for continuation funding succeed. The projects recently carried out need continued support to build on a successful start. They meet all the stated criteria, in that they enhance access to employment and other essential services; reduce carbon emissions, by bringing about a demonstrable increase in the volume and proportion of journeys made by low carbon sustainable modes including walking and cycling; help to deliver wider social and economic benefits (e.g. access to employment,..); and actively promote increased levels of physical activity through walking and cycling.

Yours sincerely



Jim Froggatt

Chair

Derbyshire and Peak District Campaign for Better Transport
11 Lea Drive, Mickleover, Derby DE3 9HJ

sustrans
JOIN THE MOVEMENT

Head Office
Sustrans
2 Cathedral Square
College Green
Bristol BS1 5DD
T: 0117 926 8893
F: 0117 929 4173
Information: 0845 113 00 65
www.sustrans.org.uk

Peter Price
Interim Director of Traffic and Transport
Nottingham City Council
Loxley House
Station Street
Nottingham
NG2 3NG
31 August 2016

Dear Mr Price,

Support for Nottingham Derby Access Fund 2017/18 – 2019/20 bid to the Department for Transport

Sustrans is the United Kingdom's leading sustainable transport charity with over 30 years' experience in developing and delivering sustainable transport solutions and fully supports the Nottingham Derby Access Fund 2017/18 – 2019/20.

We have considerable experience of delivering job seeker engagement projects in both Derby and Nottingham, through the Local Sustainable Transport Fund (LSTF) and from our current delivery of the "Nottingham Gets 2 Work" European Union funded Youth Employment (YEI) Initiative.

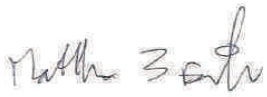
Transport poverty is recognised as a significant barrier to work for many people. The proposed access to skills and work package will give the job seekers the skills and means to access training, education, interviews and employment, using sustainable transport and in particular cycling. It will also build on best practise to deliver successful employee support.

Sustrans has been working in partnership with Nottingham City Council since 2010 delivering a range of sustainable transport projects. The six year Ucycle Partnership project, initially funded by Cycling England, then by the Local Sustainable Transport Fund, enabled the city's universities, colleges and hospitals to deliver a step change in sustainable travel.

More recently, in addition to the Ucycle Partnership in Nottingham, Sustrans has successfully delivered into communities, including supporting job seekers, and schools, in both Nottingham and Derby as part of the team delivering the Local Sustainable Transport Fund programmes. The projects have not only supported significant increases in cycling, but have also influenced communities to make more sustainable transport journeys. Our monitoring has demonstrated that these initiatives have supported local economic growth by reducing congestion, and thereby carbon emissions.

Over the last 2 years, Sustrans has developed an understanding of Local Enterprise Partnerships and their priorities. Our work on the Sustainable Transport Delivery Excellence Programme has enabled us to provide bespoke support and advice to LEPs on the design and delivery of transport solutions that enable increased levels of active travel. We have specifically supported development of the economic case, enabling LEPS to prioritise walking and cycling. We know that sustainable transport projects are strongest when capital infrastructure is supported by smarter choices measures and the bid now being made will effectively align revenue funding with capital investment.

Yours sincerely



Matt Easter
England Director Midlands and East
Sustrans

To: Peter Price
Interim Director of Transport and Traffic
Nottingham City Council
Station Street
Nottingham
NG2 3NG

2nd September 2016

Nottingham Derby Access Fund 2017/18 – 2019/20

I write on behalf of the Greater Nottingham Transport Partnership to register their support for this bid.

GNTP is a strategic advisory group on the local transport plans and proposals of Nottingham City and Nottinghamshire County Councils. We liaise with the City and County Councils (member and officer representatives), business representative organisations such as FSB and Chamber, retailers, large companies such as Experian, Transport Operators and the Health Sector. The GNTP has in the past also helped to deliver some transport initiatives, particularly those relating to smarter choices, with businesses through our Big Wheel brand.

The City Council have been recognised nationally to have ambitiously, innovatively and successfully delivered sustainable transport infrastructure, services and integration. It has a strong history of working in partnership with the private sector through the Greater Nottingham Transport Partnership. Their reputation, experience and past performance will help ensure a sound foundation for delivery of the bid which targets some really important priorities in the Nottingham conurbation: -

- Combating poor air quality and congestion by
    - promoting and advising households and workplaces on the use of more sustainable forms of travel, particularly cycling and low emission vehicles
        - In areas of poor air quality
        - Along key investment corridors and zones, cycling corridors
        - At business parks and on major employment sites,
    - Reducing the number of heavy distribution vehicles using the city centre
- Removing barriers to travel for those seeking employment and learning opportunities
- Encouraging and sustaining higher levels of activity in the population through
    - cycling interventions in areas where there is evidence of health deprivation
    - a programme of active travel events for all the diverse groups in the city
- Developing a culture where
    - shared space is used by motorists, cyclists and pedestrians with respect for all other users
    - skills of motorists and cyclists are higher and so provide environmental and safety benefits

We are also pleased to see that both Nottingham and Derby will be gathering and sharing experience with other national and European cities.

In Nottingham much is in place to deliver this proposal including

- Established governance and decision making arrangements
- Experienced teams still available to
    - Manage the programme
    - Continue to provide employment support to job seekers and FE students
    - Deliver a business smarter choices package covering personal travel planning and workplace travel plan interventions. This has the particularly strong support of local businesses.
    - Deliver cycling and low emission vehicle programmes

The partnership with Derby City Council, with their experience in delivering LSTF outputs and outcomes, will ensure a wider approach and experience can be drawn upon for the project going forward.

Our partners locally will support the bid and delivery of the proposals to ensure both Cities deliver innovative and value for money transport investments. We have every confidence that the bid partners will deliver the benefits outlined in the bid.

Yours Sincerely



Gary Smerdon-White
Greater Nottingham Transport Partnership

The Lenton Centre, Willoughby Street, Lenton, Nottingham, NG7 1RQ

Sustainable Travel Collective

The Sustainable Travel Collective works to promote, support and influence the use of sustainable transport in and around Nottingham and Nottinghamshire.

To: Peter Price
Interim Director of Transport and Traffic
Nottingham City Council
Station Street
Nottingham
NG2 3NG

2nd September 2016

Nottingham Derby Access Fund 2017/18 – 2019/20

As a charity who encourage more people and businesses to use sustainable forms of travel it is our pleasure to support the bid in order to reduce congestion and air pollution, improve health and remove barriers to employment.

We have provided a number of services to the public and organisations in the Nottingham travel to work area and beyond for over 15 years with

- The Big Wheel promotional programme
- RideWise Cycling services
- TravelRight a community travel programme covering employment support and active travel events.

Nottingham City Council have been recognised nationally to have successfully delivered excellent sustainable transport programmes for many years. Great strides were made in the very successful Nottingham City LSTF Programmes in promoting and delivering more use of public transport, cycling and walking plus the support of those seeking employment and learning opportunities. The partnership with Derby City will bring new ideas and mean the impact will be more widely felt. Thus the Access Bid will provide great benefits to the two cities and their surrounds and is essential if we are to continue to build on the investments made through LSTF before returns diminish too greatly and we still have in place

- Partnerships working together within established governance arrangements
- Small teams with experience in
    - employment support
    - business smarter choices work – something well appreciated by local businesses
    - delivering low emission vehicle programmes, cycling services and active travel events.

The bid is particularly important if the Cities are to

- Improve air quality and reduce congestion and emissions
- promote the use of more sustainable forms of travel to businesses and the public

Sustainable Travel Collective

The Sustainable Travel Collective works to promote, support and influence the use of sustainable transport in and around Nottingham and Nottinghamshire.

- encourage cycling and walking to help improve the health of those in Nottingham, Derby and the surrounding areas.
- Help people seek employment and learning opportunities
- Create cities where all forms of road and pathway users coexist in a safe and secure environment
- Share experiences with others

The Councils have a proven record of delivery on these major projects and we are confident that the bid partners will deliver the benefits.

Yours Sincerely

John White, Chair

The Big Wheel, RideWise and TravelRight are all parts of a charity promoting and encouraging the development and use of sustainable travel in and around Nottingham.

The Sustainable Travel Collective is an Investor in the Environment committed to reducing their environmental impact and to the continual improvement of environmental performance. http://www.iie.uk.com

My Ref: AC
Your Ref: PP
Contact: Alison Challenger
Email: alison.challenger@nottinghamcity.gov.uk

Alison Challenger
Director of Public Health
Loxley House
Station Street
NOTTINGHAM
NG2 3NG

Date: 07.09.16

FAO Peter Price
Interim Director of Traffic and Transport
Nottingham City Council
Loxley House
Station Street
Nottingham
NG2 3NG

Nottingham Derby Access Fund 2017/18 – 2019/20

Dear Mr Price,

I should like to formally express my support, as Nottingham City Director of Public Health, for the joint Nottingham-Derby Access Fund bid for sustainable travel.

Nottingham City's Health and Wellbeing Strategy was recently agreed, with the aim to improve healthy life expectancy and reduce health inequalities. Together with our partners in the NHS we have been developing Sustainability and Transformation Plans which include prevention of health problems as well as improving quality and efficiency of care. Key priorities in both strategies to achieve these aims include promotion of physical activity, specifically safe active travel, and reduction in air pollution, particularly through decreased reliance on car travel. We agree that the urban infrastructure has the potential to improve the lives of local people and promote social inclusion, and believe that the Nottingham Derby Access Fund proposal is well aligned to the health priorities of Nottingham City.

We look forward to working together on our shared priorities,

Yours sincerely
Alison Challenger



Director of Public Health

Derby City Council

Your ref	
Our ref	
Contact	Cate Edwynn
Email	cate.edwynn@derby.gov.uk
Tel	01332 643100
Fax	01332 643299
Minicom	01332 604666
Date	31 August 2016

To whom it may concern

Joint Nottingham Derby bid to the Access Fund 2017/18 – 2019/20

I write to you on behalf of the Public Health Department at Derby City Council, in support of the Derby city bid to the Access Fund.

As a strategic partnership we are in full agreement that it is crucial for the health of the residents of Derby that the health and transport professionals focus on positive actions to encourage active travel and cycling whenever possible. So we fully recognise the potential of the active travel and cycling agenda to improve many aspects of public health and place it at the heart of a healthy sustainable transport strategy.

The Public Health Department commissions the city's Livewell Lifestyle Service which is an innovative, systematic, large-scale provision for the citizens of Derby. The service is delivered in partnership with Derby City Council's Leisure Services and works with individuals deemed to be above average health risk, providing a sustained 12 month period of support for lifestyle and behavioural change.

The current capacity of the service is 2000 individuals and their family/friends social network totalling between 8,000-10,000 residents. This has the added potential to increase the capacity as well as linking to other programmes such as active travel and cycling. The annual cost of delivering the service is £1m and it is a 2 year commission with the current provider, Leisure Services.

In conclusion, the public health benefits from a successful bid would include…

- Improved air quality by reducing traffic and promoting active travel
- Improved sustainable transport options for commuters and businesses
- The enabling of behaviour change through the promotion of accessible walking, cycling and use of public transport
- Partnership working with employers to support sustainable travel options
- Health improvement through the promotion of active travel and the benefits of increased physical activity.

Yours sincerely



Dr Cate Edwynn
Director of Public Health

FAO Peter Price
Interim Director of Traffic and Transport
Nottingham City Council
Loxley House
Station Street
Nottingham NG2 3NG

August 19th, 2016

Dear Peter

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

This is a letter of support from Archimedes Development Ltd. Our business on the Science Park, University Boulevard Nottingham conducts innovative pharmaceutical Research and Development and provides specialist contract R&D services to the pharmaceutical industry, principally in the UK, Europe and USA.

We are pleased to be able to support the Nottingham City and Derby City Councils' joint bid to the Department for Transport's Access Fund for 2017/18 – 2019/20.

Transport connectivity in Nottingham is crucial to the economic viability of the city, helping generate economic growth and enterprise. As a business we recognise that a healthy and efficient transport infrastructure supports our business objectives in Nottingham by helping create an efficient and mobile workforce, ensuring the city remains accessible and competitive now and in the future.

A successful bid for Nottingham would support the continued transformation of the city into an exemplar for all forms of Transport, helping businesses to engage with and encourage the workforce to reduce congestion, improve air quality and revolutionise the business commute.

Archimedes Development Ltd is highly supportive of the bid and its potential to influence the economies of both cities. We hope the bid is successful and look forward to working with you in the future.

Yours sincerely

Alan Smith

Vice President R&D

Archimedes Development Ltd

ARCHIMEDES DEVELOPMENT LIMITED • ALBERT EINSTEIN CENTRE • NOTTINGHAM SCIENCE PARK • UNIVERSITY BOULEVARD • NOTTINGHAM • NG7 2TN • UK
T + 44 (0) 115 9078 700 • F + 44 (0) 115 9078 701
www.archimedespharma.com
REGISTERED IN ENGLAND NO. 2360391 • VAT NO. GB 771 2662 27

Derby Cycling Group
C/o Soundbites Wholefood Shop,
11, Morledge,
Derby,
DE1 2AW

22nd August, 2016

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

Dear Delia

Derby Cycling Group gives its full support to Derby's bid for funding from the Sustainable Travel Access Fund. In our opinion this is critical in order to extend and develop the benefits of Derby's successful LSTF project, "Connected – Keeping Derby Moving" and we believe that the proposal which has been made is a very positive one. Continuity is crucial to the successful delivery of any behaviour change project; in order for the previous millions spent on sustainable travel in Derby to not be wasted, this funding is absolutely vital and we hope the bid is successful.

I recently attended the sustainable travel awards ("Connected Business Awards 2016") organised by the Derby Connected team and was blown away by the number and the enthusiasm of the businesses attending the event and by the amount of real change in business travel behaviour which is starting to happen in Derby due to the Connected project. One employer who has rebuilt their cycle parking and extended their changing and shower facilities had already found that they are back to full capacity; another where 25% of **Nottingham Derby Access Fund 2017/18 – 2019/20**
Nottingham Derby Access Fund 2017/18 – 2019/20
its 400 employees cycle to work each day – staggering! We are impressed by the amount of engagement that the LSTF project has with local employers and by the enthusiastic way that a hugely increasing number of employers have embraced the project and come forward with match funding.

But continuity is a key factor in effecting lifestyle changes because it takes time to get messages across to people who are already set in their ways (such as how they travel around their local area) and then more time to develop and nurture the groundswell of people actually deciding to make a change in their daily routines. Capital projects can be designed, built and completed in a relatively short duration, but many revenue based projects such as Connected need time to develop and come to fruition. This revenue bid will enable Derby to maintain that continuity with Connected, and take the projects already started towards even greater delivery objectives.

Derby Cycling Group is a member based campaign group with over 400 members; our subscriptions are £2 a year, so we have very limited financial resources to commit to match funding. However we are using our campaigning skills and our human resources to support the Connected team, undertaking the promotion and advocacy of cycling for everyday transport in many ways. Currently we are engaged with the leaders of each political party on the City Council, promoting our Space for Cycling campaign and urging councillors to pledge support to it. We are also preparing our own cycle strategy based on the input from our members, helping the city council to understand where people feel the cycle network is weak or unsafe and proposing actions which need to be taken to remedy those issues. Finally we are gearing up to get deeply engaged in the advocacy part of the recently launched Derbyshire Cycling Plan, written by Derbyshire Sport. All of this is aimed at making people working for our Sustainable Travel Partnership employers feel more able to cycle to work and for other everyday journeys.

We continue to look forward to the benefits of the Connected project being realised in the future, specifically in terms of cyclist numbers and hence improvements in many people's health, fitness and personal economy, less absence from work due to illness, less traffic and pollution. We are very hopeful that this Access Fund bid will be successful.

Yours Sincerely

Tony Roelich
Campaigns Coordinator
Derby Cycling Group

The Arc
Enterprise Way
Nottingham
NG2 1EN

T: 0115 983 3850
F: 0115 983 3761
DX: 10010 Nottingham 1

E: info@geldards.com
W: www.geldards.com

Geldards

FAO Peter Price
Interim Director of Traffic and Transport
Nottingham City Council
Loxley House
Station Street
Nottingham NG2 3NG

Our Ref: DHW.TB2.DEPARTMENT.DBY COMM
Your Ref:

Date: 19th August 2016

Direct: 0115 983 3757
Fax:
Email: David.Williams@geldards.com

Dear Peter

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

This is a letter of support from Geldards LLP. Our Law Firm has offices in both Nottingham and Derby providing legal services to clients in the private and public sector.

We are delighted to support the Nottingham City and Derby City Councils' joint bid to the Department for Transport's Access Fund for 2017/18 – 2019/20.

Transport connectivity in Nottingham is crucial to the economic viability of the city, helping generate economic growth and enterprise. As a business we recognise that a healthy and efficient transport infrastructure supports our business objectives in Nottingham by helping create an efficient and mobile workforce, ensuring the city remains accessible and competitive now and in the future.

A successful bid for Nottingham would continue to transform the city into an exemplar for all forms of Transport, supporting businesses to engage with and encourage our workforce to reduce congestion, improve air quality and revolutionise the business commute.

Geldards LLP is very supportive of the bid and its potential to support the economies of both cities. We hope the bid is successful and look forward to working with you in the future.

Yours sincerely

David Williams
Chairman
For and on behalf of Geldards LLP

D:3596089v1

The members of Geldards LLP are solicitors and a list of members' names is available for inspection at the registered office: Dumfries House, Dumfries Place, Cardiff CF10 3ZF
We use the word 'Partner' to refer to a member of the LLP or an employee of an equivalent standing and qualification. Geldards LLP does not accept service of documents by email

Geldards LLP is a limited liability partnership
Registered in England and Wales
Partnership number OC313172
Authorised and regulated
by the Solicitors Regulation Authority

HUUB

Adam Sendall
LSTF Programme Manager
Derby City Council
The Council House
Corporation Street
Derby DE1 2FS

17 August 2016

Dear Adam

Joint Nottingham Derby bid to the Access Fund 2017/18 – 2019/20

HUUB is committed to supporting sustainable transport in Derby by providing support for cyclists cycling to and within the city by;

- Providing free indoor secure cycle parking staffed by trained bike mechanics
- Providing a bike maintenance service
- Providing bikes, spares and accessories
- Supporting local bike businesses
- Supporting local bike clubs
- Providing healthy food a drink
- Provide showers and changing facilities
- Providing a range of rehabilitation and physiotherapy
- Creating an accessible brand to grow the awareness of cycling as a smarter travel option.

In addition to our main commitments, we plan to engage with cycling at every level in order grow the use of the Park Bikework cycle parking facility and to help grow the use of bicycles in the city centre. Examples include;

- Commitment to City Bike Hire.
- Support for cycling sportive events.
- Alignment with Cycle Derby to provide cycle training
- Partner with logistics provider to start cycle delivery network
- Provide bike design and resources centre with an aim of acting as a conduit for people seeking employment within the wider cycle industry.

Direct commercial benefits to Derby City include estimated turnover for bike sales, maintenance, customer advisory service and parking facilities at £1,500 per month. Indirect commercial benefits to Derby City include;

- Use of Derbyshire businesses for marketing and web services
- Assistance to city and county cycling events
- Increase in cycle parking reducing car journeys
- Use of the Park Bikework venue for Cycle Club meetings and stop off.
-

HUUB evolves to fit the market and opportunities and aims to bring together diverse services required by cyclists and commuters to deliver an offer and brand that will continue to grow cycling in Derby.

Regards

David Lamb
Finance Director

Keepmoat
Unit D1 Orchard Place
Nottingham Business Park
Nottingham
NG8 6PX
01158 581400
keepmoat.com

Adam Sendall
Local Sustainable Transport Fund Team Leader
Derby City Council
The Council House
Corporation Street
Derby DE1 2FS

24/08/2016

Dear Mr Sendall

Joint Nottingham Derby bid to the Access Fund 2017/18 – 2019/20

Keepmoat Homes is pleased to offer its support for Derby City Council's joint bid to the Access Fund to continue the excellent work that is being done to promote sustainable travel and economic development in the region.

We have greatly benefited from our strong partnership working with the Council to implement a number of sustainable transport measures in Derby city, particularly in our on-going joint work on the Access Osmaston initiative.

We are therefore fully supportive of this bid and look forward to working with the Council to deliver further transportation solutions that will help to improve the economy, the environment and the quality of life for people who live and work in Derby city.

Yours sincerely

Andy Spencer
Land & Partnership Manager

Keepmoat is the trading name of Keepmoat Homes Limited, a company registered in England and Wales with company number 02207338, whose registered office address is at The Waterfall, Lakeside Boulevard, Doncaster DN4 5PL.

Meadow Road
Derby
DE1 2BH
Tel. No. 01332 204568

16th August 2016

Delia Bower
LSTF Partnership and Business Engagement Officer
Derby City Council
Corporation Street
Derby
DE1 2FS

Dear Delia

Joint Nottingham Derby bid to the Access Fund 2017/18 – 2019/20

Nottinghamshire and Derbyshire Traction Ltd operate a large bus service in Derby with a mixture of purely commercial and contract routes.

We have developed and maintain excellent partnership working with Derby City Council and have worked closely with LSTF to deliver a number of sustainable transport initiatives that include: a bus service from the city centre to main sites of employment such as Rolls Royce, Balfour Beatty and Severn Trent.

Notts & Derby is committed to making continuous improvement in the management of their environmental impact. We have greatly benefited from our collaboration with Derby City Council to provide better customer information services and to develop effective marketing and promotional campaigns aimed specifically at people who might otherwise not consider using public transport.

This combined approach has proved successful in boosting bus patronage, reducing car dependency for commuters and tackling traffic congestion. It is therefore vital that we maintain and develop our partnership working in order to build on our achievements to date.

We are therefore fully supportive of this bid and look forward to working with the Council to deliver further transportation solutions that help to improve the economy, the environment and the quality of life for people who live and work in Derby City.

Yours sincerely

Stuart Frost
Manager

Russell Ulyatt

Independent Personal & Corporate Financial Advice

FAO Peter Price
Interim Director of Traffic and Transport
Nottingham City Council
Loxley House
Station Street
Nottingham NG2 3NG

18th August 2016

Dear Peter

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

This is a letter of support from Russell Ulyatt Financial Services Limited. Our business provides Independent Financial Advice with our main office being in Nottingham and a further office, within our group of companies, based in Derby.

We are delighted to support the Nottingham City and Derby City Councils' joint bid to the Department for Transport's Access Fund for 2017/18 – 2019/20.

Transport connectivity in Nottingham is crucial to the economic viability of the city, helping generate economic growth and enterprise. As a business we recognise that a healthy and efficient transport infrastructure supports our business objectives in Nottingham by helping create an efficient and mobile workforce, ensuring the city remains accessible and competitive now and in the future.

A successful bid for Nottingham would continue to transform the city into an exemplar for all forms of Transport, supporting businesses to engage with and encourage our workforce to reduce congestion, improve air quality and revolutionise the business commute.

Russell Ulyatt Financial Services is very supportive of the bid and its potential to support the economies of both cities. We hope the bid is successful and look forward to working with you in the future.

Yours sincerely

Alison Hallford
Finance & HR Manager

1 The Triangle • ng² Business Park • Nottingham • NG2 1AE • Tel 0115 907 5100 • Fax 0115 986 6306

info@russellulyatt.co.uk • russellulyatt.co.uk

Russell Ulyatt Financial Services Limited is authorised and regulated by the Financial Conduct Authority
Registered in England & Wales Number 1184901 • Registered Office: 1 The Triangle, ng² Business Park, Nottingham, NG2 1AE
VAT registration number 889234573

Staffline Group plc
People Skills Jobs

FAO Peter Price

Interim Director of Traffic and Transport
Nottingham City Council
Loxley House
Station Street
Nottingham NG2 3NG

Staffline Group PLC
19 & 20 The Triangle
NG2 Business Park
Nottingham
NG2 1AE

18.08.2016

Dear Peter

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

This is a letter of support from Staffline Group PLC. Our business in Nottingham provides 45,000 contractors throughout the UK & Ireland on a daily basis, approximately 3,000 of our current workforce, are placed over 13 of our client's premises within Nottingham and Derby.

We are delighted to support the Nottingham City and Derby City Councils' joint bid to the Department for Transport's Access Fund for 2017/18 – 2019/20.

Transport connectivity in Nottingham is crucial to the economic viability of the city, helping generate economic growth and enterprise. As a business we recognise that a healthy and efficient transport infrastructure supports our business objectives in Nottingham by helping create an efficient and mobile workforce, ensuring the city remains accessible and competitive now and in the future.

A successful bid for Nottingham would continue to transform the city into an exemplar for all forms of Transport, supporting businesses to engage with and encourage our workforce to reduce congestion, improve air quality and revolutionise the business commute.

Staffline Group PLC is very supportive of the bid and its potential to support the economies of both cities. We hope the bid is successful and look forward to working with you in the future.

Yours sincerely

Jason Anderton

Business Support & Facilities Manager

Staffline Group Plc

Appendix B – Nottingham and Derby Access Fund Equality Impact Assessment

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

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

Brief description of proposal / policy / service being assessed:
This EIA has been undertaken on the proposals detailed in the "D2N2 Inspire and Connect" Sustainable Travel Transition Year Revenue Competition Bid 2016/17. The bid encompasses the Nottingham and Derby travel to work areas and focusses on three main work strands:

- **Employability support** to assist people who are not in employment, work or training
- **Workplace travel** to lock-in commuting benefits of sustainable transport investments
- **Inspire and motivate** people through promotional activities and events focused on active travel options.

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

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

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

	Could particularly benefit X	May adversely impact X
People from different ethnic groups.	☒	☐
Men	☒	☐
Women	☒	☐
Trans	☒	☐
Disabled people or carers.	☒	☐
Pregnancy/ Maternity	☐	☐
People of different faiths/ beliefs and those with none.	☒	☐

How different groups could be affected (Summary of impacts)	Details of actions to reduce negative or increase positive impact (or why action isn't possible)
The measures will be aimed at all service users (including those Equality Groups). For those accessing the programme there should be positive: • Economic impacts (and the associated social, health and well-being benefits) through enabling the unemployed into work • Health impacts through encouraging people to walk and cycle and through expanded travel horizons.	Services will be delivered in the local areas (e.g local cycle centres and community level events and personalised journey planning for households) This will make it easier for those with a disability or limited mobility to participate. The delivery model will also promote community cohesion by enabling people of all groups to access the services and travel confidently.

Lesbian, gay or bisexual people.	☒	☐		
Older	☐	☐		
Younger	☒	☐		
Other (e.g. marriage/ civil partnership, looked after children, cohesion/ good relations, vulnerable children/ adults). ***Please underline the group(s) /issue more adversely affected or which benefits.***	☐	☐	The proposed programme will enhance available transport services for all groups through: • Helping those who are unemployed to broaden their travel horizons to access jobs and training through the jobseeker travel support service (e.g journey buddying, cycle training, cycle loan) • Providing skills training for the unemployed (e.g. bike skills/qualifications) • Helping those in low income households to broaden their travel horizons with access to cycle training, cycle maintenance and buddying located to support cycling in communities with low levels of activity/ lower income areas. • Helping those in employment enhance their travel options including more sustainable forms of travel which could improve their health. • Providing training to enable people to cycle and encourage healthy, active lifestyles • Sustainable transport promotion and events for both local residents and businesses to encourage healthy, active lifestyles. • Through the delivery of an action plan of the Road User Respect Charter, all road users will benefits (cyclists, car drivers etc) to improve relationships between cyclists and other road users. The proposed package of measures detailed within the Nottingham Derby Access Fund 2017/18- 2019/20 bid will particularly positively impact on: • Unemployed people • People from low income backgrounds • People living in rural areas without frequent bus services.	Inclusive accessibility through the continued work already being done in partnership with the RNIB on confidence building and travel training for vulnerable users (including those with disabilities) will support and encourage users to travel by public transport. This work will be complemented by improvements being made by transport operators and the Councils' to make public transport services more accessible. Promotional events and training will be arranged for particular groups of users (e.g. age related, ethnic, gender, religious/faith groups, LGBT) to accommodate any specific needs. Bid initiatives providing transport information including promotion of cycling infrastructure will be publicised in ways that are accessible to all groups, e.g. ethnic groups whose first language is not English, disabled people. The bid proposals (e.g. PTP) may be able to identify measures that could help to improve safety and reduce hate crime against groups (ethnic, gender, LGBT, faith) whilst using sustainable transport modes.

Outcome(s) of equality impact assessment:

•No major change needed ☒ •Adjust the policy/proposal ☐ •Adverse impact but continue ☐

•Stop and remove the policy/proposal ☐

Arrangements for future monitoring of equality impact of this proposal / policy / service:
Review assessment following feedback from Equality and Diversity Team

Approved by (manager signature):

James Ashton
James.ashton@nottinghamcity.gov.uk
0115 8763093

Date sent to equality team for publishing:

First Draft sent 27/08/2016

Send document or link to:
equalityanddiversityteam@nottinghamcity.gov.uk

Appendic C - Access Fund Revenue Competition - Schemes Impact Pro-Forma

For cycling/walking elements of your bid, please provide the following evidence - if available			
Input data	**Without Scheme**	**With Scheme**	**Reference to supporting information (e.g. section of Economic Appraisal Summary).**
Description of infrastructure/facilities	Revenue only	Revenue only	*The scheme is revenue only and as such no new infrastructure is being developed. The scheme complements a number of current walking/cycling infrastructure schemes which have been completed or are in development in the programme area.*
Route length (km)	No change	No change	*This is a revenue only funding submission. The route length will not change as a result of the proposed interventions as no new routes are being developed as part of this programme.*
Average trip length (km)	Cycle: 4.99 Walk: 1.21 Entrants to cycling events 49.7	Cycle: 4.99 Walk: 1.21 Entrants to cycling events 49.7	*The average cycling trip length was taken from DfT's National Travel Survey 2013/14 - Average trip length by main mode (Table NTS0306). The average walking trip length was taken from the DfT's National Travel Survey: Average trip length by main mode, region and Rural-Urban Classification: England, 2013/14 (Table NTS9910) and uses the length for the East Midlands. We do not anticipate these distances changing as a result of the proposed interventions. It has been assumed that entrants to cycling events travel 49.7 km per participant which is an average derived from the distances of the Nottingham Cycle Live rides and the no. of participants in 2015 . Further detail in economic appraisal summary, section 4*
Average cycling speed (kph)	15.5	15.5	*Average cycling speed has not been surveyed in the programme area so as an approximation the average speed data for cyclists in Copenhagen, Denmark has been used. This is the measurement which is used to calculate cycling benefits in the World Health Organisation's HEAT tool. We do not anticipate this changing as a result of the proposed interventions. Average cycling speed was not incorporated into the impacts spreadsheet model.*
Number of users (per day)	3,175	6,957	*The number of users per day has been calculated by dividing mode split data in trips by 365 to estimate an average daily level of cycling activity in the target areas of Derby and Nottingham.*
Percentage of additional users that would have driven a car otherwise.	N/A	2,086	*The number of new users is 6957-3175=3782. It is assumed that 55.16% (the mode share for car driver reported in the 2011 Census for the combined Nottingham and Derby area) of these new users would have driven previously.Therefore 2,086 of these new users are estimated to have previously been drivers.*

If you are expecting your project to reduce car travel, please provide the following information			
Input data	**Without Scheme**	**With Scheme**	**Reference to supporting information (e.g. section of Economic Appraisal Summary).**
Traffic levels (Vehicle km) in the affected area	5,378,702,918	5,347,795,693	*Without scheme traffic levels have been derived from Derby and Nottingham Area Traffic Model estimates for the period 2015/16. The with scheme vehicle km have been estimated by subtracting the reduction in vehicular km calculated for the scheme from the vehicle km in the Area Traffic Model. A small change in traffic speeds may occur as a result of a reduction in estimated car trips, however, this has not been modelled due to its complexity.*
Traffic levels (Vehicle hours) in the affected area	166,734,152	165,776,060	
Average Speed in the Morning Peak	No change	No change	
Mode share (in person trips)			*Mode share estimates for the without scheme scenario are based on the baseline scenerio in the spreadsheet model developed to analyse the impact of the programme. With scheme mode share has been estimated based on the reduced number of vehicle kms derived by the spreadsheet model.*
Car Driver	21,744,307	21,124,512	
Car Passenger	12,467,199	12,219,750	
Bus passenger	2,284,338	799,647	
Rail Passenger	No change	No change	
Cyclist	1,158,943	2,539,320	
Walking	10,722,591	12,038,454	*See Economic Appraisal Summary sectins 4 and 5 for further details*

For Bus elements of your bid please fill in the following table			
Input data	**Without Scheme**	**With Scheme**	**Reference to supporting information (e.g. section of Economic Appraisal Summary).**
Annual number of passenger trips	2,284,338	799,647	*The annual number of passenger trips has been calculated based on the mode share reported in the 2014 National Travel Survey for the East Midlands area (Table NTS9910). The with scheme annual passenger trips has been derived using the spreadsheet tool. Further detail can be found in economic appraisal summary, sections 4 and 5.*
Average trip distance (km)	8.53	8.53	
Total bus kilometres travelled (km), only change if 'with' scheme includes new bus services	No change	No change	
Average wait time (mins)	No change	No change	
Average fare per trip (£)	No change	No change	*The average bus trip length was taken from the DfT's National Travel Survey: Average trip length by main mode, region and Rural-Urban Classification: England, 2013/14 (Table NTS9910) and uses the length for the East Midlands. We do not anticipate this changing as a result of the proposed interventions. Similarly, total bus kilometres travelled are expected to remain unchanged as no new bus services are being provided as part of this programme.*
Average in-vehicle time (mins)	No change	No change	
Description of your intervention	*The programme contains a variety of complimentary measures designed to increase the levels of walking and cycling and reduce vehicle levels and associated CO2 emissions in the target areas. The programme contains the following elements:-* *Household PTP* *Community Cycle Centre Network* *ebikes trial* *Shared cycle solutions* *Osmaston Triangle in Derby motivational marketing* *Mass participation and community events* *Road User Respect Action Plan* *Business grant scheme* *Business events to support ULEV behaviour change support programme* *Car club promotion/development* *Eco driving/green fleet accreditation scheme* *Business Citycard cycle loans* *Employee PTP* *Annual Workplace Active Travel Challenge* *Journey buddying* *Cycle training* *Cycle loan* *Recycled bike* *Bike skills/qualifications* *Wheels to Work* *Proof of concept at Queen Drive P&R or Clifton P&R with network of community click & collect points* *Feasibility and Business Case for Toton P&R Hub to serve Nottingham and Derby* *Annual low carbon travel showcase to support Go Ultra Low* *Develop UK good practice networks via core cities, PTEG, Civitas* *Cycle City Conference 2018* *Cycling experience exchange with European partners*		

Economic Appraisal Summary Note

1. Introduction

This note summarises the sources of evidence which have been used, and the key assumptions made, in estimating the impacts of the programme of measures devised by Nottingham City Council and Derby City Council in relation to our bid for revenue funding through the Department for Transport's (DfT) Access Fund. The primary source of local evidence for the impact of interventions was the Nottingham Urban Area LSTF Programme 2011-2015 – Impact Evaluation. A link to this document is provided as a reference at the end of this note.

A spreadsheet model was developed to assess the economic case for the chosen programme of measures based on local evidence of the impacts of similar interventions and applying the standard appraisal parameters and guidance set out in DfT's Transport Analysis Guidance (WebTAG).

This note should be read in parallel with the following:

- The Economic Case of the funding application (Section B3); and
- The scheme impact proforma (Appendix A).

The remainder of the note is structured as follows:

2. Work programme;
3. Modelling approach;
4. Modelling assumptions; and
5. Scheme impact proforma.

2. 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 1 below.

Table 1: 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

3. 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, which are described in this note.

In order to undertake the economic assessment of the programme it was split into its constituent parts. The six main active travel 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. The costs of this component, along with those of programme management and monitoring and evaluation, are included within the overall BCR estimated for 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.

Table 2 summarises the programme and outlines the components whose impacts have been included within the spreadsheet model, as well as indicating local evidence which has been used to calculate the benefits.

Table 2: Modelling of scheme

	Work strand	Work strand title	No.		Component	Modelled	Evidence
A: Metro Connected Communities	A1	Personalised journey planning for households	A1i		Household PTP	Yes	Smarter Travel Hubs PTP - Nottingham LSTF evaluation
	A2	Community Active Travel Services	A2i		Community Cycle Centre Network	Grouped	Smarter Travel Hubs PTP - Nottingham LSTF evaluation
			A2ii		ebikes trial		
			A2iii		Shared cycle solutions		
			A2iv		Osmaston Triangle in Derby motivational marketing		
	A3	Creating an Active Travel Culture	A3i		Mass participation and community events	Yes	Nottingham's Cycle Live - Nottingham LSTF evaluation
			A3ii		Road User Respect Action Plan	No	No
B: Metro Jobs	B1	Travel Options Business Service	B1i		Business grant scheme	Grouped	Smarter Travel Hubs PTP - Nottingham LSTF evaluation
			B1ii		Business events to support ULEV behaviour change support programme		
			B1iii		Car club promotion/development		
			B1iv		Eco driving/green fleet accreditation scheme		
			B1v		Business Citycard cycle loans		
			B1vi		Employee PTP	Yes	Smarter Travel Hubs PTP - Nottingham LSTF evaluation
			B1vii		Annual Workplace Active Travel Challenge	Yes	Workplace challenge - Nottingham LSTF evaluation
	B2	Jobseeker travel support service	B2i		Journey buddying	Grouped	Jobseeker Support Scheme at Community Hubs - PTP Nottingham LSTF evaluation
			B2ii		Cycle training		
			B2iii		Cycle loan		
			B2iv		Recycled bike		
			B2v		Bike skills/qualifications		
			B2vi		Wheels to Work		
	B3	Supporting low carbon transport business innovation Clean Air Delivery Service (B3a) Cycling Excellence programme (B3b)	B3a	B3ai	Proof of concept at Queen Drive P&R or Clifton P&R with network of community click & collect points	Grouped	WEGO business case
				B3aii	Feasibility and Business Case for Toton P&R Hub to serve Nottingham and Derby		
			B3b	B3bi	Annual low carbon travel showcase to support Go Ultra Low	No	N/A
				B3bii	Develop UK good practice networks via core cities, PTEG, Civitas	No	N/A
				B3biii	Cycle City Conference 2018	No	N/A
				B3biv	Cycling experience exchange with European partners	No	N/A
E: Programme management	E1	Programme co-ordination, marketing and communications	E1		Programme co-ordination and associated marketing and communications	No	N/A
	E2	Monitoring and evaluation	E2		Programme monitoring and evaluation	No	N/A

4. Modelling assumptions

Average trip lengths

Average trip lengths were obtained from the DfT's National Travel Survey. Average trip lengths for car, walking and bus journeys were obtained from NTS9910 which provides details of these journeys lengths in the East Midlands. In the absence of local data for average cycle trip length the UK average from NTS Table 0306 was used. The average trip lengths used to calculate the impacts of the programme are shown in Table 3.

Table 3: Average trip length

Mode	Average Trip Length	
	Miles	KM
Car	8.80	14.16
Walk	0.75	1.21
Bus	5.30	8.53
Bike*	3.10	4.99

Source: Average trip length by main mode, region and Rural-Urban (Table NTS9910) (DfT, 2014)
**Source: Average trip length by main mode (Table NTS0306) (DfT, 2014)*

Quantified impacts

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

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

The method for determining these impacts are detailed below.

It should be noted that a *Future Discount Rate* of 3.50% was applied to impacts in accordance with WebTAG Unit 3.5.4 (WebTAG databook A1.1.1). The discount rate was applied to all of the following benefits/disbenefits:

- Congestion
- Infrastructure
- Accident
- Local Air Quality
- Noise
- Greenhouse Gases
- Indirect Taxation
- Absenteeism Benefits

Therefore the *Discount Rate* in Year 1 of the programme was 100.00%, in Year 2 it was 96.50% and in year 3 93.12%. The *Discount Rate* 10 years after the start of the programme is 72.57%.

In addition, an annual decay rate of 50% was used on the impacts on mode share following the intervention. This conservatively assumes that 50% of all residual benefits are lost each year from year 1 of the programme. This decay rate was applied to all of the following impacts:

- Car distance reduction;
- Cycle distance increase; and
- Walking distance increase.

This decay rate was also indirectly applied to carbon reduction which is a function of car distance reduction.

Carbon Emissions

The carbon emissions were calculated based on recently published Department of Energy & Climate Change (DECC) / Department for Environment, Food and Rural Affairs (DEFRA) emissions factors which are shown in Table 4. The majority of carbon emissions have been calculated based on the reduction in car driver and car passenger kms and the emissions factor of an average car (upper medium petrol car). The one exception to this was in calculating the carbon emissions for the Clean Air Delivery Service pilot (B3) which have been based on the emissions factors for an average van (Class II).

Table 4: Carbon emissions

Vehicle type	Carbon emissions	
	kg/km CO2e	g/km CO2e
Average car[1]	0.2165	216.48
Average van[2]	0.2429	242.91

[1] upper medium petrol car
[2] Class II (1.305 to 1.74 tonnes)
Source: Greenhouse gas reporting - conversion factors - DECC / DEFRA (2016)

Decongestion impacts

The spreadsheet model monetised the following decongestion impacts:

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

These decongestion benefits and disbenefits were calculated based on the reduction in vehicle kms using WebTAG data book (2016) input values summarised in Table 5.

Table 5: Decongestion impacts

Cost type	*Pence per vehicle KM[1]*
Congestion	25.7
Infrastructure	0.1
Accident	3.2
Local Air Quality	0.1
Noise	0.2
Greenhouse Gases	0.9
Indirect Taxation	-4.5

Source: WebTAG databook A5.4.2 (July, 2016)

[1] 2015 prices (inner and outer conurbations - other roads)

Health impacts

The following health impacts have been included within the impacts spreadsheet model:

- Health benefits of cycling;
- Health benefits of walking;
- Absenteeism benefits; and
- Additional cycle accidents.

The processes used to calculate these health impacts are explained below.

Health benefits of cycling and walking

The health benefits for both cycling and walking have been calculated using the World Health Organisation's HEAT tool. The following assumptions were made in all HEAT calculations:

- Proportion of walking/cycling attributable to intervention was 100%.
- Time needed to reach full level of cycling/walking was 3 years.
- The mortality rate was for an average population (about 20-64 years old) in the UK. (2010) – equivalent to 248.97 deaths per 100,000 persons per year.
- The value of statistical life used was £3,229,000.
- The time period over which benefits are calculated was 3 years.
- The discount rate applied to future benefits was 3.50%.

The following assumption was made in all HEAT walking calculations:

- Average walking distance per day 2.42km based on twice (i.e. a return) the average trip length of 1.21km reported in DfT's National Travel Survey (Table NTS0306).

Table 6 summarises the inputs used in the HEAT calculations disaggregated by component.

Table 6: Summary of HEAT walking inputs

	Average walking distance per day (km)	No. walkers
A1	2.42	1,718
A2	2.42	1,328
A3	2.42	0
B1	2.42	3,879
B1a	2.42	2,213
B1b	2.42	466
B1c	2.42	1,200
B2	2.42	180

The majority of HEAT calculations assumed that the average cycle distance per day was twice (i.e. a return) the average trip length of 4.99km reported in DfT's National Travel Survey (Table NTS0306).

The one exception to this was for component A3. In this case an average distance of 49.7km* km* per participant (an average based on the distances of the Nottingham Cycle Live rides and the number of participants in each ride in 2015) was used. It has been

assumed that each participant does 6 times this distance training for event, with 20% of the training distance for commuting. I.e. it has been assumed that on average each participant cycles 397.6km per year. The number of participants is based on 2 events per year which has been assumed based on the average number of participants at Nottingham's Cycle Live events in 2014 and 2015.
Table 7 summarises the inputs used in the HEAT calculations disaggregated by component.

Table 7: Summary of HEAT cycling inputs

	Average cycling distance per day (km)	Days per year	No. cyclists
A1	9.98	124	3,484
A2	9.98	124	2,692
A3	49.70	6	10,322
B1	9.98	124	6,632
B1a	9.98	124	4,487
B1b	9.98	124	945
B1c	9.98	124	1,200
B2	9.98	124	365

Absentism benefits

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). The benefit was calculated based the estimated number of cyclists using the following assumptions:

- The value of working time in 2016 of £24.53 per hour market cost - WebTAG databook A1.3.2.
- The number of hours worked in a day 7.82 - Annual Survey of Hours and Earnings – Office for National Statistics (2015), based on an average week of 39.1 hrs.
- An absenteeism benefit of 0.40 days of gross salary costs per year - WebTAG databook A4.1.1.

Additional cycle accidents

Additional levels of cycle use result in additional cycle accidents. This disbenefit has been calculated based on DfT published accident rates, which are detailed in Table 8, and DfT accident costs which are shown in Table 9. The calculation is based on the increase in cycle distance and also accounts for the increase in accident rate for every 100% increase in cycling (32.0%) reported in DfT's WebTAG A4.1.

Table 8: Cyclist accident rate by type

Injury type	Accident rate per billion km
Slight injury	3,390
Severe injury	649
Fatal injury	22
All casualties	**4,061**

Source: Reported Road Casualties Great Britain: 2014 Annual Report (DfT, 2015)

Table 9: Cyclist accident costs by type

Injury type	Accident Cost
Slight Injury Accident	£13,481
Severe Injury Accident	£174,878
Fatal Injury Accident	£1,556,245

Source: WebTAG databook - Table A4.1.1. (DfT, 2016)

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.

B2: Jobseeker travel support service

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 by component B2, drawing on evidence from the evaluation of interventions with jobseekers in the Nottingham LSTF programme.

It has been assumed that 30% of participants are actively engaged by the programme. The 2016 evaluation of the Jobseeker Kangaroo scheme, which formed part of Nottingham City Council's LSTF programme, indicated that 13.0% of participants found full time work and a further 8.0% part-time work. We have conservatively assumed an average of 6 months of working through the year of intervention across all beneficiaries and assumed part-time workers are working half the time of those working full time.

This results in a total of 197 jobs created over the three year programme, 66 (due to rounding) in each year. It has been assumed that the number of jobseekers supported into employment is the same (i.e. 33 per year) in each of Derby and Nottingham. The number of jobs was then multiplied by the GVA per job filled to calculate the total GVA. Table 10 details the GVA values for the two areas which have been used to calculate the impacts of assisting the jobseekers into employment.

Table 10: GVA per job filled

City	GVA per job filled
Derby	£50,165
Nottingham	£37,856

Source: ONS Subregional productivity - March 2016 release

B3: Supporting low carbon transport business innovation

Table 11 details the number of jobs which has been estimated by WEGO for this component of the programme. The number of jobs was then multiplied by the GVA per job filled in Nottingham (as indicated in Table 10) to calculate the total GVA.

Table 11: B3 – job creation

Year of Programme	1	2	3
Jobs created	3.5	7.5	12

Mode share

The baseline mode share was obtained from the DfT's 2014 National Travel Survey (NTS). The NTS indicates the total number of trips made by mode and results are disaggregated by region. Table 12 shows the number of trips made by mode reported by the NTS for the East Midlands. It should be noted that cycling trip numbers are not available at a regional level and were sourced from the national NTS dataset (18 trips per person per year).

Table 12: Baseline mode share reported in National Travel Survey (2014)[1]

Mode	No. trips	Mode share
Car / van driver	432	44.2%
Car / van passenger	250	25.7%
Walk	210	21.5%
Local bus	40	4.1%
Bicycle*	18	1.8%
Other**	26	2.7%
Total	**976**	**100.0%**

[1] Average number of trips (trip rates) by main mode, region and Rural-Urban Classification: England, 2013/14 (Table NTS9903) East Midlands
*Source: How people travel - cycling (NTS 2014 factsheets) based on 18 trips per year
**The mode share for other was derived by subtracting 18 trips from the 40 other mode trips reported

The post-intervention mode share for several interventions was based on evidence from the evaluation of the Smarter Travel Hubs PTP element of Nottingham's LSTF programme which was evaluated as part of the programme evaluation. The respective mode shares are outlined in Table 13 below.

Table 13: Post-intervention mode share (PTP)

Mode	Mode share Reported in NTS (%)	Change in mode share[1] (%)	Assumed post-intervention mode share (%)
Car / van driver	44.2%	-1.0%	43.2%
Car / van passenger	25.7%	-0.5%	25.2%
Walk	21.5%	2.5%	24.0%
Local bus	4.1%	-3.0%	1.1%
Bicycle*	1.8%	3.0%	4.8%
Other**	2.7%	N/A	1.7%
All modes	100.0%	N/A	100.0%

[1] Smarter Travel Hubs PTP – Nottingham LSTF Impact Evaluation

The post-intervention mode share (and hence resulting trips and total vehicle kms) outlined in Table 13 were used in calculating the impacts of the following interventions:

- A1 - Household PTP
- A2 - Community Active Travel Services
- B1 - Travel Options Business Service
  (excluding B1vi: Employee PTP and B1vii Annual Workplace Active Travel Challenge)

Table 14: Baseline and post-intervention mode share for jobseekers

Mode	Baseline mode share (%) [1]	Assumed post-intervention mode share (%)
Car / van driver	26.0%	25.0%
Car / van passenger	10.5%	10.0%
Walk	28.0%	30.5%
Local bus	20.0%	17.0%
Bicycle	10.0%	13.0%
Other	5.5%	4.5%
Total	**100%**	**100%**

[1] Jobseeker Support Scheme at Community Hubs – Nottingham LSTF Impact Evaluation

The baseline and post-intervention mode share (and hence resulting trips and total vehicle kms) outlined in Table 14 were used in calculating the impacts of the following intervention:

- B2 - Jobseeker travel support service

Personalised journey planning for households

This component of the programme will provide household PTP to 30,000 households across the targeted areas. The number of householders has been calculated based on the mid-point of the average number of householders in Nottingham (2.29) and Derby (2.39) based on evidence from the UK's 2011 Census (QS406EW - Household size). It has been assumed that the engagement rate of 21%, strongly engaging a total of 14,752 householders.

The number of journeys by mode was calculated based on the total number of engaged participants and the baseline mode share reported by the NTS, as shown in Table 12. The number of post-intervention journeys was calculated based on the mode share observed from implementing a scheme with broadly similar elements during Nottingham's LSTF programme (the Smarter Travel Hubs PTP) which are outlined in Table 13.

Community Active Travel Services

This component of the programme will provide Community Active Travel Services to 11,400 people across the target area. The number of journeys by mode was calculated based on the total number of participants and the baseline mode share reported by the NTS, as shown in Table 12. The number of post-intervention journeys was calculated based on the mode share detailed in Table 13.

Creating an Active Travel Culture

The impact of this intervention was based on evidence from Cycle Live events in Nottingham which were evaluated as part of Nottingham's LSTF programme. The number of participants was based on the average number of participants at Cycle Live events in 2014 and 2015 (5,161) which was multiplied by two to account for two events per year (10,322). The average distance cycled per participant was based on the average kms per participant based on the It was assumed that each individual did 6 times this distance on average training for the event and that 20% of the total distance is for commuting.

Travel Options Business Service

This component contains 7 elements and as such the impacts were looked at by breaking the component into three sections. The impact of the following 5 elements were grouped together:

- B1i: Targeted travel plan advice and support services;
- B1ii: Business events to support ULEV behaviour change support programme;
- B1iii: Car club promotion/development;
- B1iv: Eco driving/green fleet accreditation scheme; and
- B1v Business Citycard cycle loans.

These elements will provide Community Active Travel Services to 11,400 people across the target area. The number of journeys by mode was calculated based on the total number of participants and the baseline mode share reported by the NTS, as shown in Table 12. The number of post-intervention journeys was calculated based on the mode share detailed in Table 13.

The impacts of the following elements were calculated separately:

- B1vi: Employee PTP; and
- B1vii Annual Workplace Active Travel Challenge

Employee PTP is being delivered to 19,000 employees across the target area. The number of journeys by mode was calculated based on the number of employees receiving PTP and the baseline mode share reported by the NTS, as shown in Table 12. The number of post-intervention journeys was calculated based on the mode share detailed in Table 13.

The number of participants each year in the Annual Workplace Active Travel Challenge has been based on the average number of participants in Nottingham's challenge in 2013/14 (631) and 2014/15 (552) and has been multiplied by two to account for participants in Derby. The average number of cycle journeys per participant was 5.3 (5.5 in 2014/15 and 5.1 2013/14) whilst the average number of walking journeys per participant was 2.6 (3.0 in 2014/15 and 2.2 2013/14). The average number of cycle and walking journeys per participant were used to calculate the total cycle and walking distances in kms. It has been assumed that 20% of walking and cycling journeys are for commuting and would have previously been carried out by car.

Jobseeker travel support service

This component of the scheme seeks to engage 5,150 jobseekers; providing 1,545 PTP sessions and supporting 1,025 people with specialist services, including: W2W, Cycle training, Cycle skills course, Bike loans, Journey buddying. The baseline journeys were calculated based on the total number of participants receiving PTP (30%) and the baseline mode share reported in the evaluation of the Jobseeker Support Scheme at Community Hubs (part of the Nottingham LSTF Impact Evaluation), as shown in Table 14. This scheme has similar elements to that proposed in this programme and was the most comparable local evidence. The number of post-intervention journeys was calculated based on the post-implementation mode share observed from this scheme.

Supporting low carbon transport business innovation

The reduction in van kms which has been estimated based on replacing standard diesel-fuelled vans with ULEVs and cargo bikes. ULEV couriers average 34 miles whilst cargo bike couriers average slightly lower mileage of 25 miles each day (provided by operator WEGO based on existing schemes). The ULEV and cargo bike distances have been calculated based on the estimated number of couriers that the operator will employ during the three year programme. These distances are detailed in Table 15. It has been assumed that these distances directly replace those currently undertaken by diesel-fuelled vehicles.

Table 15: Low carbon transport details

	Year 1	***Year 2***	***Year 3***
No. ULEVs	1	3	5
No. of Cargo bikes	1	3	5
ULEV distance (KM/per year)	13,844	41,531	69,218
Cargo bike distance (KM/per year)	9,365	28,094	46,824

Non-quantified programme elements

As outlined in Table 2 at the start of this note the impacts of several components of the scheme have not been quantified either because there is insufficient evidence to indicate their impacts or because they have no discernible direct impacts. These components are:

- *Road User Respect Action Plan (A3ii);*
- *Cycling Excellence programme (B3b);*
- *Programme co-ordination, marketing and communications; and*
- *Monitoring and evaluation.*

5. Scheme impact proforma

The spreadsheet model developed calculated mode share in person trips, as well as converting this to vehicle kms, for the following modes:

- Car Driver;
- Car Passenger;
- Cyclist;
- Walking; and
- Bus passenger.

However, the following additions were made:-

- The without mode share for car driver includes 3 x 501 annual trips (7,101 vehicle kms / 14.16km) which were estimated to be removed as a result of the travel challenge.
- The with scheme includes 3 x 6,359 annual trips (31,730 km / 4.99 km) which were estimated to be created as a result of the travel challenge.
- Includes 3 x 3,121 annual trips (3,777 km / 1.21km) which were estimated to be created as a result of the travel challenge.

The total mode share in person trips without and with the scheme is outlined in Table 16 below.

Table 16: Mode share in person trips

Mode	Without Scheme	With Scheme
Car Driver	21,744,307	21,124,512
Car Passenger	12,467,199	12,219,750
Bus passenger	2,284,338	799,647
Cyclist	1,158,943	2,539,320
Walking	10,722,591	12,038,454

New users

The number of new users is 3,782 (6,957-3,175). To estimate the proportion of these new users who previously used drove a car it has been assumed that the same proportion as the mode share for car driver reported in the 2011 Census for the combined Nottingham and Derby area (55.16% - this excludes people who work mainly at or from home and the unemployed) of these new users would have driven previously. Therefore 2,086 of these new users were previously drivers.

Without scheme traffic levels and person trips

Without scheme traffic levels have been derived from Derby and Nottingham Area Traffic Model estimates for the period 2015/16.

Mode share estimates for the without scheme scenario are based on the baseline scenerio in the spreadsheet model developed to analyse the impact of the programme.

With scheme traffic levels and person trips

The with scheme traffic levels have been estimated by subtracting the reduction in vehicular km calculated for the scheme in the model from the vehicle km in the Area Traffic Model. With scheme mode share has been estimated based on the reduced number of vehicle kms derived by the spreadsheet model.

References

- **Nottingham Urban Area LSTF Programme 2011-2015 – Impact Evaluation**
  Local evidence of jobseeker travel support initiatives, and their impacts, based on projects delivered in the Nottingham Urban Area between 2011 and 2015 (through LSTF-funded projects) and evaluated by ITP:
  https://nottinghaminsight.org.uk/d/166370/Download/Transport-and-Streets/Plans-and-Strategy-(City-Council-including-Partnerships)/Local-Sustainable-Transport-Fund/

Appendix E: Nottingham Derby Access Fund Programme Plan

Year	2016/17		2017/18				2018/19				2019/20			
Measure	**Q3**	**Q4**	**Q1**	**Q2**	**Q3**	**Q4**	**Q1**	**Q2**	**Q3**	**Q4**	**Q1**	**Q2**	**Q3**	**Q4**
A1- Household Personalised Travel Planning														
+ Prepare brief														
+ Procurement														
+ Project inception														
+ Phase 1: Crown Island/Dunkirk Nottingham														
+ Phase 2: Derby														
+ Phase 3: Nottingham Ring Road/Daybrook														
+ Phase 4: Trent Bridge/Compton Acres, West Bridgford														
+ Final reporting														
A2- Community Acive Travel Services														
+ Prepare briefs														
+ Procurement (tender and award contracts)														
+ Launch Cycle Centres programme														
+ Cycle Centre South Nottingham - 2 per month Apr - Oct														
+ Cycle Centre North Nottingham - 2 per month Apr - Oct														
+ Cycle Centre West Nottingham - 2 per month Apr - Oct														
+ Cycle Centre East Nottingham - 2 per month Apr - Oct														
+ Cycle Centre Derby - 2 per month Apr - Oct														
+ Osmaston Triangle community active travel project														
+ Upgrade electronic docking stations & purchase bikes														
+ Launch ebike service														
+ E-bikes in operation														
+ Monitor and review usage														
A3: Creating an active travel culture														
+ Programme scoping with British Cycling and event partners														
+ Annual Cycle Live events and rides programmes														
+ Active travel comm and marketing														
+ Road User Respect Action Plan - procure provider														
+ Road User Respect Action Plan - Ph1 launch & awareness raising														
+ Road User Respect Action Plan - Ph2 Building understanding														
+ Road User Respect Action Plan - Ph3 Deliver training support modules														
+ Road User Respect Action Plan - Ph4 Recognition and reward														
B1- Travel Options Business Support Service														
+ Business support service														
+ Business grant scheme														
+ Broadmarsh business engagement package														
+ Employee PTP Procurement (tender and award contracts)														
+ Employee PTP Pride Park/NG2/ Bulwell Riverside														
+ Employee PTP Infinity Park/Nottm BP/Mary Potter & St Anns														
+ Employee PTP RTC BP/Nottm Science Pk/Clifton Cornerstone														
+ Annual Workplace Challenge														
B2- Jobseeker PTP and Support Services														
+ Prepare briefs for Jobseeker PTP 7 Framework contracted services														
+ Procurement of provider for PTP and referral service														
+ Framework contract for local specialist support services														
+ Launch scheme in Derby														
+ Deliver service in Derby														
+ Transition from YEI funded offer in Nottingham														
+ Deliver service in Nottingham														
+ Project monitoring														
B3: Supporting low carbon business innovation														
+ Brief for Clean Air Delivery Service pilot														
+ procurement (tender and award contract)														
+ Inception														
+ Establish temporary delivery and click and collect hub at P&R site														
+ Launch service with local businesses														
+ Operate zero carbon delivery service														
+ Feasibility for click and collect network from NCC premises														
+ Feasibility study for permananent service from Toton P&R														
+ Cycling Excellence good practice sharing														
+ Host Cycle City Conference 2018 (Subject to bid)														
+ Cycling exchange visits														
C1: Programme coordination and management														
+ Tender specifications prepared & reviewed														
+ DfT funding announcement														
+ Procurement (tenders and award contracts)														
+ Council Executive Board Approval														
+ Programme governance arrangements in place														
+ Access Fund programme board meetings - 6 monthly														
+ Access Fund programme delivery team meetings - quarterly														
+ Prepare and deliver programme communications plan														
+ Annual progress reports to DfT (financial + progress)														
+ Monitoring and evaluation - finalise monitoring framework														
+ Programme closedown activities														
+ End of programme monitoring and evaluation reporting														

Key
Governance, Project briefing and Approvals inc Procurement
Project Active Delivery
Project monitoring and final project review

Appendix F: Access Fund Risk Register

No	Date last reviewed	Risk description	Proximity	Owner	Inherent Risk			Measures in place to manage	Residual risk		
					Impact	Likelihood	Exposure		Impact	Likelihood	Exposure
1	25/08/2016	Delay to delivery due to late notice of funding award	Start of Access Fund Programme	Project Manager	High	Low	Med	Delivery partners fully support the bid and are primed ready to deliver once notice of funding award.	Med	Low	Low
2	25/08/2016	Local authority capacity/resource to deliver causing delays to delivery/quality	Throughout Access fund programme	Programme Board	Med	Med	Med	Ensure more than 1 person at each Authority has an understanding of the strategic, management and delivery channels for the Access fund measures	Med	Low	Low
3	25/08/2016	Delivery partners not willing to be involved	Start of Access Fund Delivery	Project Manager	Med	Med	Med	Ensure regular communication channels, ensure partners have ownership over what they deliver	Low	Low	Low
4	25/08/2016	Capacity of delivery partners to deliver their commitments given wider grant funding cuts	Throughout Access fund programme	Partnership Authorities	Med	Low	Low	Regular communication with delivery partners	Med	Low	Low
5	25/08/2016	Lack of engagement, take up, demand and participation by businesses, members of the public, jobseekers etc.	Throughout Access fund programme	Programme Board	Med	Med	Med	Will use 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.	Med	Low	Low
6	25/08/2016	Negative political/media/ public reaction to programme measures	Throughout Access fund programme	Programme Board	Med	Med	Med	Dynamic marketing and communications strategy. Comprehensive stakeholder management strategy. Use established media relations. Regular monitoring.	Low	Low	Low
7	25/08/2016										