

**Executive Leader Report**

Report of: Simon Green

Report to: Cllr Julie Dore, Leader

Date: 10 August 2015

Subject: Local Sustainable Transport Fund 2 (LSTF2) Revenue Bid 2015/16
– Approval for acceptance of Grant Funding

Author of Report: David Whitley

Key Decision: YES

Reason Key Decision: Expenditure/savings over £500,000

Summary:

Following a successful funding bid by the South Yorkshire Integrated Transport Authority (now Sheffield City Region Transport Committee, part of the Combined Authority), this report seeks approval for the acceptance of part of the £4.811m Local Sustainable Transport Fund 2 (LSTF2) revenue grant for 2015/16.

The grant offer letter that exists for this funding source is between the Combined Authority (as the grant recipient and accountable body) and the Department for Transport. As a result, Sheffield City Council (the Council) would act as a delivery partner. The terms and conditions of the grant are attached as Appendix A.

Although there is no formal written agreement between delivery partners and the Combined Authority, it is still expected that the Council will adhere to the terms of the original LSTF2 grant award letter.

This report seeks approval for the Council to act as a delivery partner for £1.418m of the total grant value as well as the £0.573m match funding associated with the specific schemes included in the bid too.

Reasons for Recommendations:

Acceptance of the grant will contribute to building on the successes and lessons learnt from LSTF1 and continue the focus on improving access to employment by more sustainable travel choices during 2015/16.

Recommendations:

1. That the Leader approves acceptance of the terms and conditions of the Department for Transport (DfT) revenue Grant in the sum of £1.418m and agrees that Sheffield City Council will act as a delivery partner for £1.991m (including match funding) in total.
 2. Delegated authority is granted to the Director of Finance in consultation with the Director of Legal and Governance to enter into any necessary arrangements to put into effect the outcomes detailed in this report.
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Background Papers: n/a

Category of Report: OPEN

If CLOSED add 'Not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended).'

* Delete as appropriate

Statutory and Council Policy Checklist

Financial Implications
YES Cleared by: Amanda Smith, 29 th July 2015
Legal Implications
YES Cleared by: Nadine Wynter, 27 th July 2015
Equality of Opportunity Implications
NO
Tackling Health Inequalities Implications
NO
Human Rights Implications
NO
Environmental and Sustainability implications
NO
Economic Impact
NO
Community Safety Implications
NO
Human Resources Implications
YES Cleared by: Julie Toner, 22 nd July 2015
Property Implications
NO
Area(s) Affected
Citywide
Relevant Cabinet Portfolio Lead
PLACE
Relevant Scrutiny Committee
ECONOMIC AND ENVIRONMENTAL WELLBEING
Is the item a matter which is reserved for approval by the City Council?
YES
Press Release
NO

REPORT TO THE COUNCIL LEADER

1.0 SUMMARY

- 1.1 Following a successful funding bid by the South Yorkshire Integrated Transport Authority (now Sheffield City Region Transport Committee, part of the Combined Authority), this report seeks approval for the acceptance of part of the £4.811m Local Sustainable Transport Fund 2 revenue grant for 2015/16.
- 1.2 The grant offer letter that exists for this funding source is between the Combined Authority (as the grant recipient and accountable body) and the Department for Transport. As a result, Sheffield City Council (the Council) would act as a delivery partner. The terms and conditions of the grant are attached as Appendix A.
- 1.3 Although there is no formal written agreement between delivery partners and the Combined Authority, it is still expected that the Council will adhere to the terms of the original LSTF2 grant award letter.
- 1.4 This report seeks approval for the Council to act as a delivery partner for £1.418m of the total grant value as well as the £0.573m match funding associated with the specific schemes included in the bid too.

2.0 WHAT DOES THIS MEAN FOR SHEFFIELD PEOPLE

- 2.1 Acceptance of the grant will contribute to building on the successes and lessons learnt from LSTF1 and continue the focus on improving access to employment by more sustainable travel choices during 2015/16.

3.0 OUTCOME AND SUSTAINABILITY

- 3.1 Acceptance of the grant will enable the continuation of complimentary revenue measures (such as cycle training and events, independent travel training and road safety education and training) to capital investment in improving road safety, including facilities for walkers and cyclists. Increasing travel choices through facilitating more sustainable travel choices are key parts of the Councils Corporate Plan and the Local Transport Plan, a statutory document that sets out how transport will help support the development of the Sheffield City Region over the next 15 years.
- 3.2 The grant also enables the Council to help deliver its “Vision for Excellent Transport in Sheffield”, by working investing in services to enable people to make informed choices about the way they travel and helping transport contribute to the social, economic and environmental improvements we want to happen in the City.

4.0 MAIN BODY OF THE REPORT

Including Legal, Financial and all other relevant implications (if any)

- 4.1 In 2012 the South Yorkshire Integrated Transport Authority (now Sheffield City Region ITA – shortened to ITA) were successful in securing over £24m from the Local Sustainable Transport Fund (LSTF) for a programme of named schemes to be delivered between 2012/13 and 2014/15. The aim of the programme was to improve access by more sustainable travel modes within four key economic corridors across South Yorkshire, including the Don Valley between Sheffield and Rotherham. A fifth project – which included all the activities that would take place in all corridors (such as Workplace Solutions, Park that Bike, Transport Academy, Digital Region and Strategic Marketing – including travel Planning) was included in the bid too.
- 4.2 On 24th December 2013 the Department for Transport announced a new competition to continue LSTF revenue funding for 2015/16. The deadline for the bid to be submitted was 31st March 2014.
- 4.3 The bid was project managed by South Yorkshire Passenger Transport (SYPT), on-behalf of South Yorkshire Partners, including the Council.
- 4.4 A report was received to update the ITA regarding the development of the LSTF revenue bid on 6th March 2014 and included details of a high-level Countywide work plan, the sign-off process and potential schemes that partners were promoting.
- 4.5 The work plan included within the bid highlighted the following types of schemes being led by Sheffield (or Sheffield acting on behalf of the Countywide Road Safety Partnership where highlighted):
- Cycle hubs – three new cycle hubs in Sheffield so that there is provision of a consistent offer across South Yorkshire.
 - Cycle services – including cycle training and bike loans, route mapping, bike hire and bike repair schemes
 - Cycle events – including Sky Ride and a programme of other led bike rides
 - Eco Driving – Extension of the existing programme working with employers and younger drivers (Countywide Road Safety Partnership)
 - Safe and Sustainable Travel – Extension of the Safer Roads programme, including cycle and motorcycle safety (Countywide Road Safety Partnership)
 - Wheels 2 Work – continuation of the successful Key Component project (Countywide Road Safety Partnership)
 - Travel Training – extension of the work with NEETS (those not in Education, Employment or Training)
 - South Yorkshire Intelligent Transport System – Series of targeted investment at key hotspots in the Don Valley, building on the current infrastructure
 - Plugged in Places – extension of the current programme to engage an additional 30 small to medium sized enterprises to encourage

All of the schemes identified above are an extension of the first LSTF programme activity. The principle was to take the best performing elements of the first programme and continue to deliver them during 2015/16. More details of the funding for each scheme is included in Appendix B.

Financial Implications

- 4.6 The terms and conditions of grant detail that:
- It's a one year programme, to be completed by March 2016 – Programme dates are 1st April 2015 to 31st March 2016
 - The grant is awarded on the understanding that the authority will deliver the objectives as set out in the original bid – but funds can be moved between scheme elements within projects where similar or greater objectives of the original bid are being met
 - Any unspent funds from 2015/16 cannot be carried into 2016/17
 - Where delivery of our 2015/16 revenue projects depends on receiving outside contributions, the Council is expected to make the necessary arrangements for securing these funds
 - Claims may be audited by the Department or external auditors, such as the National Audit Office. If this is the case, the Authority is expected to comply with any such arrangements
 - 25% of the grant will be payable in arrears on certification of delivery of the programme outcomes.
- 4.7 The grant will be managed by the Combined Authority and be monitored by Transport, Traffic and Parking Services. Monthly monitoring and forecasting will be carried out by Transport, Traffic and Parking Services in line with the Council's financial procedures.
- 4.8 This report seeks approval for Sheffield City Council to act as a delivery partner for £1.418m (see below) of the total grant value as well as the £0.573m match funding associated with the specific schemes included in the bid. The £0.573m is made up of £0.142m of Sheffield City Councils revenue funds (predominantly staff costs with some accommodation and other overheads) and £0.431m contributions from external sources. External sources include Meadowhall, Sky, Npower, South Yorkshire Fire and Rescue Service as well as various local business and driver training agencies.

Legal Implications

- 4.9 The grant has been awarded by the Secretary of State for Transport under Section 31 of the Local Government Act 2003 to Sheffield City Region Combined Authority for the Local Sustainable Transport Fund. The Transport Act 2000, as amended, places a duty on the City Council to develop policies which will create safe, integrated and economic transport within Sheffield which meets the needs of persons living or working within the city. Acceptance of the grant will help to achieve this.

- 4.10 Although there is no formal written agreement between delivery partners (including Sheffield City Council) and the Sheffield City Region Combined Authority it is still expected that Sheffield City Council will adhere to the terms of the grant award letter. As the delivery partner the Council (and not the DfT) will be responsible for ensuring the grant allocation is deployed in accordance with the restriction on state aid and anti-corruption legislation. The Council will manage these risks in the normal way. Legal advice will be sought on the particular application of state aid legislation to individual elements of the programme if and when required. Legal and commercial implications of individual elements of the programme, e.g. any regulated procurement, will be managed/undertaken in accordance with the Council's standing orders and applicable legislation.
- 4.11 If the grant is accepted, the Council will enter into an agreement to the terms and conditions with the Combined Authority in the form attached to this report as Appendix A. Failure to comply with the terms and conditions could enable the Combined Authority to withhold or withdraw the grant at any time, and to require the repayment in whole or in part of any sums already paid.

Personnel Implications

- 4.12 There are a number of projects within the programme that currently fund all (or part of) the project management costs of staff working on the projects included within the LSTF2 bid within various services. Other sources of funding will need to be identified (or existing sources reprioritised) should these projects want to continue beyond March 2016.

5.0 ALTERNATIVE OPTIONS CONSIDERED

- 5.1 An alternative option would be to reject the Local Sustainable Transport Fund Grant, which would have a detrimental effect on the overall funding for Transport, Traffic and Parking Services and consequently Sheffield City Council.

6.0 REASONS FOR RECOMMENDATIONS

- 6.1 Acceptance of the grant will enable the continuation of complimentary revenue measures (such as cycle training and events, independent travel training and road safety education and training) to capital investment in improving road safety, including facilities for walkers and cyclists that will help achieve the Transport outcome of having better connected transport to increase travel choices.

7.0 REASONS FOR EXEMPTION

- 7.1 N/A

8.0 RECOMMENDATIONS

- 8.1 That the Leader approves acceptance of the LSTF2 in the sum of £1,418m and the terms and conditions attached to this report as Appendix A, and agrees that Sheffield City Council will act as a delivery partner to the Combined Authority for this grant.
- 8.2 Delegated authority is granted to the Director of Finance in consultation with the Director of Legal and Governance to enter into any necessary arrangements to put into effect the outcomes detailed in this report.

Author – David Whitley

Job Title – Principal Engineer, Business Management

Date – 28.07.2015

Appendix A: LSTF2 Grant Award letter

Appendix B: LSTF2 Revenue Programme Summary

Summary							In Bid	In bid	2015/16
LSTF Ref	SCC Business unit	Strand Title	Lead Partner	Lead Officer(s)	Area	Stage 1 Programme Entry	Match funding (internal contribution)	Match funding (external contribution)	Total funding
WP01Sa		Hubs (Sheffield)	SCC	Paul Sullivan	S	£200,000.00		£20,000.00	£220,000.00
	22237	<i>Bike hubs</i>	SCC	<i>Paul Sullivan</i>		<i>£200,000.00</i>			
WP01Sb		Services (Sheffield)	SCC	Paul Sullivan	S	£175,000.00		£72,500.00	£247,500.00
	22237	<i>Recycle and repair (Bike Dr)</i>	SCC	<i>Paul Sullivan</i>		<i>£25,000.00</i>			
	22236	<i>Cycle training</i>	SCC	<i>Paul Sullivan</i>		<i>£35,000.00</i>			
	22238	<i>Bike Loans</i>	SCC	<i>Paul Sullivan</i>		<i>£55,000.00</i>			
	22238	<i>Bike hire</i>	SCC	<i>Paul Sullivan</i>		<i>£60,000.00</i>			
WP01Sc		British Cycling - Sky Rides (Sheffield)	SCC	Paul Sullivan	S	£55,000.00		£86,250.00	£141,250.00
	22236	<i>Cycle events</i>	SCC	<i>Paul Sullivan</i>		<i>£55,000.00</i>			
WP01Sd		Bike It (Sheffield)	SCC	Gay Horsfield	S	£112,554.00	£27,000.00		£139,554.00
	22192	<i>Bike It (Sheffield)</i>	SCC	<i>Gay Horsfield</i>		<i>£112,554.00</i>			
WP01Se		Cycle Initiative Grant (Sheffield)	SCC	Paul Sullivan	S	£50,000.00		£12,500.00	£62,500.00
	22237	<i>Cycle Initiative Grant (Sheffield)</i>	SCC	<i>Paul Sullivan</i>		<i>£50,000.00</i>			
WP01f		Cycle Safety	SRP	Joanne Wehrle	B-D-R-S	£20,000.00	£1,000.00	£3,000.00	£24,000.00
	22251	<i>Cycle safety</i>	SRP	<i>Joanne Wehrle</i>	S	<i>£8,500.00</i>			
		SCC CYCLEBOOST PACKAGE	SCC			£612,554.00			£834,804.00
WP05a		Independent Travel Training	SCC	Paul Johnson Jill Siddall	B-D-R-S	£187,045.00	£104,000.00		£291,045.00
	CYPF	<i>Independent Travel Training</i>	SCC	<i>Paul Johnson Jill Siddall</i>	<i>B-D-R-S</i>	<i>£187,045.00</i>			
		SCC INDEPENDENT TRAVEL TRAINING PACKAGE	SCC			£187,045.00			£291,045.00

Summary							In Bid	In bid	2015/16
LSTF Ref	SCC Business unit	Strand Title	Lead Partner	Lead Officer(s)	Area	Stage 1 Programme Entry	Match funding (internal contribution)	Match funding (external contribution)	Total funding
WP06a		Powered Two Wheeler Safety	SRP	Joanne Wehrle	B-D-R-S	£25,000.00		£25,000.00	£50,000.00
	22223	<i>Powered Two Wheeler Safety</i>	<i>SRP</i>	<i>Joanne Wehrle</i>	<i>S</i>	<i>£25,000.00</i>			
WP06b		Safe and Sustainable Travel Campaigns	SRP	Joanne Wehrle	B-D-R-S	£119,500.00		£45,500.00	£165,000.00
	22251	<i>Safe and Sustainable Travel Campaigns</i>	<i>SRP</i>	<i>Joanne Wehrle</i>	<i>S</i>	<i>£74,500.00</i>			
WP06c		Safe / Eco Driver Training	SRP	Joanne Wehrle	B-D-R-S	£304,400.00		£145,000.00	£449,400.00
WP06c	22248	<i>Young Drivers</i>	<i>SRP</i>	<i>Dave Lawson</i>	<i>S</i>	<i>£159,000.00</i>			
WP06c	22249	<i>Driving for work</i>	<i>SRP</i>	<i>Mike Stanley</i>	<i>S</i>	<i>£145,000.00</i>			
		SCC SAFE & SUSTAINABLE TRAVEL TRAINING PACKAGE	SCC			£448,900.00			£664,400.00
WP08a		Electric Vehicles "Plugged in Places"	SCC	Mark Daly	B-D-R-S	£96,000.00		£21,500.00	£117,500.00
	24302	<i>Electric Vehicles "Plugged in Places"</i>	<i>SCC</i>	<i>Mark Daly</i>	<i>B-D-R-S</i>	<i>£96,000.00</i>			
		SCC ELECTRIC VEHICLE PACKAGE	SCC			£96,000.00			£117,500.00
WP09e		Adaptive Strategies Enhancements	SCC	Pete Vickers	S	£50,000.00	£10,000.00		£60,000.00
	22250	<i>Adaptive Strategies Enhancements</i>	<i>SCC</i>	<i>Pete Vickers</i>		<i>£50,000.00</i>			
		SCC SYITS PACKAGE	SCC			£50,000.00			£60,000.00
WP10b		Mapping	SCC	Duncan McIntyre	B-D-R-S	£58,000.00			£58,000.00
	22236	<i>Cycle mapping</i>	<i>SCC</i>	<i>Duncan McIntyre</i>	<i>S</i>	<i>£23,200.00</i>			
		SCC INMOTION! PACKAGE	SCC			£23,200.00			£23,200.00
		SCC PROGRAMME TOTALS	SCC			£1,417,699	£142,000	£431,250	£1,990,949