

E-Cycle Extension Fund 2020/21

1. General

1. What is your local transport authority name?

West of England Combined Authority in conjunction with North Somerset Council

2. Strategic case

2. Please set out the context for the bid by briefly explaining how your bid will enable communities to access e-cycles. This should be consistent with the objectives of the Fund set out in the Appendix to the bid invitation letter.

Introduction

WECA was established in 2017 and is made up of three of the councils in the region – Bath & North East Somerset, Bristol and South Gloucestershire. WECA also supports the Local Enterprise Partnership, which is business-led, and covers the four West of England councils, including North Somerset Council.

WECA is a driving force for clean, inclusive growth. We're bringing the region together, helping to make sure our residents have better skills, more job opportunities and a better standard of living. Through our investments, we are committed to making the West of England a better place to grow up and to live, a place where everyone can benefit from the wider success of the region.

We are championing the region internationally, bringing in investment and creating opportunities for our businesses. We want our town and city centres to be great places where people want to live. We want them to be less reliant on cars, and to be more pleasurable, with better air quality. We want more people to walk, cycle and use public transport because these are the best options.

We're working to ensure that all the elements of a successful region are connected – creating communities that are linked to jobs and training, opening up more opportunities for more people.

We will achieve our ambitions by investing in the three priority areas: infrastructure, skills and business, aligned with our Local Industrial Strategy. Our objectives within the Joint Local Transport Plan (JLTP4) are fully aligned with our priority areas and Local Industrial Strategy approach. WECA's role as Transport Authority focusses on key interventions to achieve our Local Industrial Strategy and JLTP4 objectives and coordinate the positive interventions of our highway authorities to achieve our shared strategic objectives. Our [travelwest.info](https://www.travelwest.info) website provides a key conduit for WECA and the four West of England authorities to engage with our communities, and provide online information, travel solutions and marketing, alongside the Travelwest Roadshow Team. We would continue to support promote the use of e-cycles through these platforms.

Our challenges in the West of England

The West of England's Joint Local Transport Plan 4 (JLTP4), adopted in 2020, identified the key transport challenges within the region illustrated in Figure 1: Transport Challenges in the West of England.

Figure 1 Transport Challenges in the West of England (JLTP4)



2 of 3 commutes by car

25%

increase in trips by 2036

£6bn shortfall
in transport funding



Population growth
2016: 1.1m people
2036: 1.3m people



Over 300 premature
deaths a year linked
to NO₂



1 in 11 commutes
by public transport



Transport is the largest
contributor to greenhouse
gas and CO₂ emissions



Ageing population:
1 in 5 over 65 years old



2 in 5 commutes are
less than 2km

£300m
annual cost of congestion

The JLT4 notes that transport is the largest contributor to carbon dioxide emissions in the West of England and proposes to address climate change through a range of methods, including embracing new technology to provide new travel options for people, as well as investing in cycling and walking. As the West of England population increases, due to forecast housing and employment growth, so will the demand for travel. It is essential that we shift these new journeys onto more sustainable modes of transport, such as e-cycles in order to avoid increasing over-reliance on the private car.

Barriers to e-cycle use and ownership and proposed interventions

Below we illustrate the key barriers to e-cycle use and ownership, and outline which specific interventions we are proposing to overcome each barrier. A fully costed and itemised plan is available in *Appendix 1: West of England e-cycles extension fund bid financial summary*

Barrier: Cost (purchase and maintenance)

Explanation: e-cycles present a sustainable transport option, at a lower cost to the user than a car, but still present a significant upfront cost. The West of England suffers from high levels inequality, and a population with diverse accessibility needs, with some communities or

individuals not benefitting from the prosperity of the region. Pockets of deprivation coupled with a historical lack of investment in transport improvements impact on opportunities to access services and employment.

Proposed intervention and justification:

- School/business/community loans
- Community grants
- E-cycle conversion kits

Our proposal includes the purchase of new e-cycles and adapted e-cycles to add to our existing cycle fleets. These will be deployed in a variety of ways, including e-cycle loans to schools, businesses and communities, which will allow people in our communities to gain experience of using, and access to e-cycles, without the need to purchase their own e-cycle. We are also proposing a community grants scheme which will allow community groups to bid for funding to deliver their own e-cycle scheme, which is likely to include the purchase of, and management of e-cycles which they can then take direct responsibility for publicising, and loaning within their own community, or for using for the direct activities of the community. We will welcome applications from community groups that provide adapted cycles and/or support hard to reach communities, as well as those groups that can provide access to safe, preferably off-road routes for people to use the e-cycles.

We intend to purchase several Revos ebike kits which allow for simple conversion of standard cycles into e-cycles. The Revos kits are designed in Bristol and made in Britain and offer a cheaper entry into the e-cycle market. The Revos kits will be installed on existing authority fleets which are loaned to the public, allowing individuals to trial the new technology, and raise awareness of this cheaper way of accessing e-cycles for personal use.

Previous and current sustainable transport projects in the region, such as Bristol's Wheels to Work scheme, have shown that providing free cycle loans can improve access to employment which is a regional priority that we wish to expand as part of this funding application.

Barrier: Fitness/health/physical ability

Explanation: A specific challenge to the West of England is its challenging topography. Our two cities, Bristol and Bath, are both famed for being hilly cities, which makes cycling a less attractive transport options than it might be in a flat environment. This is recognised by the Propensity to Cycle Tool which includes a quantitative understanding of the role of hilliness in the decision to cycle. ¹ e-cycles effectively

¹ https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/510268/national-propensity-to-cycle-full-report.pdf

remove the barrier presented by hills, and increase the journey range, making e-cycles a more accessible and attractive mode of transport than cycling, as well as increasing the breadth of journey types which can be made, compared to walking or cycling.

Proposed intervention and justification

- Purchase of adapted e-cycles
- Purchase of e-cycles
- Taster sessions, led rides
- All-ability cycle training
- Bikeability, cycle confidence

A core part of our proposal is to expand the region's existing e-cycle fleet. Since e-cycles offer a clear advantage to those with more limited mobility to take up cycling than non-e-cycles, expanding our range will mean that more people are able to try out these new models, through a range of interventions such as taster sessions, led rides, and cycle training, including Bikeability, and specific sessions for the all-ability e-cycles.

Thanks to the clear advantages that e-cycles offer over cycles – that is the challenge of cycling in a hilly environment, and the ability to travel further, all our interventions deliver either directly, or indirectly against this barrier.

The purchase of adapted e-cycles and related training is a core part of our proposal, as it allows members of community with diverse needs to access e-cycles which meet their specific mobility requirements and ensures that our offer is as inclusive as possible.

We have significant experience of offering all-ability cycling training through the Bristol Family Cycling Centre (BFCC) which runs a series of drop-in sessions where individuals can rent a wide range of cycles to use on a closed loop circuit. Currently the BFCC does not offer any e-cycles, and this funding will enable us to procure a fleet of new e-cycles which are suitable for users of varying ability. The team of instructors and volunteers welcome people with varying levels of learning difficulties, multiple and complex needs, and their supporters. Many of these people would be unable to exercise regularly without this facility. Similarly, in North Somerset, the purchase of an adapted-cycle which can be loaned for use on the traffic-free Strawberry Line will allow people in this part of the region access to accompanied rides, and e-cycle training administered by the Strawberry Line Cycle Hub staff and volunteers.

We have a key regional commitment to encourage residents and employees to make more sustainable and healthy travel choices, and these

interventions will directly deliver against this.

Barrier: Public knowledge and awareness

Explanation: Due to the infancy of the market in the UK, there is still a lack of public awareness around how e-cycles work, and stigma attached to their use – for example a misconception that “e-cycles are for old people”. Most people do not have direct experience of using an e-cycle, and therefore personal knowledge of the benefits that might be offered to them by this mode of transport. Evidence shows that those who have tried an e-cycle are more likely to go on to purchase their own e-cycle².

Proposed intervention and justification:

- Community co-creation
- Taster sessions, led rides
- Community grants
- School/Business/Community loans
- E-cycle conversion kits

Our proposal to increase public awareness is multi-faceted. We will offer a range of interventions, such as taster sessions, led rides, and one-to-one or small group training to offer first-hand experience of using an e-cycle to our residents. By working with community groups, schools, and businesses, we will also increase the range of people who are able to access, try out, and regularly use the new e-cycles within our fleet. The trialling of the e-cycle conversion kits is an innovative approach to raise awareness of a lesser known alternative option for creating an e-cycle, as well as allowing residents first-hand experience of trying this technology who, due to the lower price of purchase, may be more likely to purchase this option themselves.

Our experience of running our current public cycle loan programme through the Travelwest Roadshow Team shows us that e-cycles are the most popular type of loan, and thus we hope to meet some of this currently un-met demand.

The co-creation community e-cycle project proposed by Bristol will see them leading on delivery of an innovative pilot e-cycle co-creation scheme alongside the Bristol Muslim Cultural Society (BMCS) in Lawrence Hill, a ward with significant inequalities, particularly in terms of health and feeling involved in community life. The project will use a local facilitator and animator to ensure the project is engaging and attracts

² <https://www.alexandria.unisg.ch/253552/>

new residents to engage with their community. This pilot specifically aims to increase awareness and usage of e-cycles to those on low incomes and from BAME backgrounds, thus adding to the inclusiveness of our proposed programme.

Strategically, we have regional ambition to support opportunities for all sectors of the population to access the services they require, wherever they live, and these interventions delivery directly against this.

Barrier: Cycle safety and user confidence

Explanation: Similar to regular cycles, safety is of significant concern for many potential cyclists and e-cyclists. The rapid acceleration of e-cycles brings in an additional safety consideration, and the faster speeds may make some users more nervous.

Proposed intervention and justification:

- Taster sessions
- Bikeability, cycle confidence
- Led rides

The West of England already runs a range of activities enabling our residents to gain experience of cycling within a safe, controlled, and supportive environment, through taster sessions, led-rides, and Bikeability or cycle confidence training. Our proposal is to expand this offer, adding in a specific focus of using e-cycles, to help individuals gain the confidence they need to use an e-cycle.

Through the JLTP4 we commit to providing schemes to support the uptake of cycling, through the provision of cycle training, an objective directly realised by this proposal.

Barrier: storage solutions

Explanation: the lack of suitable storage at home is a recognised barrier to cycling³, which is more acutely felt in the inner cities of Bath and Bristol where most of the housing stock consists of flats and terraced houses, which do not lend themselves to easy cycle storage.

Proposed intervention and justification:

- Cycle hangars
- Ebike conversion kits

³ <http://content.tfl.gov.uk/barriers-to-cycling-hard-pressed-report.pdf>

Following the success and popular demand for on-street cycles in Bristol⁴, we propose to purchase and install four new on-street cycle hangars in the city of Bath, providing storage solutions for both cycles, and e-cycles. The purchase of the ebike conversion kits will allow people to try this more accessible option. In addition to the competitive pricing, the ebike conversion kits add only 2.1-2.7kg to the weight of cycle, meaning that owners of converted cycles are likely to still be able to lift and manoeuvre their bikes if necessary, to take them into their homes. Furthermore, this option means that people who already own their own bike, can simply convert their existing bike, rather than potentially ending up with a cycle, and an e-cycle, demanding more storage space.

The JLTP4 states that we will seek to increase provision of secure on street cycle parking for residents, as well as supporting opportunities for all sectors of the community to access the services they require, which these interventions deliver against.

Barrier: cycle security

Explanation: fear of theft is often cited as a reason for not owning a cycle, and a survey in Dublin found that around about 17% of those who have a bike stolen do not replace it⁵, meaning that these cyclists chose another mode, which may be less sustainable than cycling. The fear can be greater for those with e-cycles due to the higher financial investment.

Proposed intervention and justification:

- Cycle hangars
- GPS trackers
- Bike register database kits

The on-street cycle hangars offer increased protection from theft for those who are unable to store a cycle or e-cycle within their own home. The purchase of GPS trackers, as well as 300 Bike Register database kits will directly increase cycle security for e-cycle users in the region by reducing the likelihood of theft and improving chances of recovery. This will reduce the owner's fear that their investment and mode of transport will be stolen. The JLTP4 states that we will seek to increase provision of secure on street cycle parking for residents, and to improve actual and perceived personal security which these interventions deliver against.

⁴ <https://betterbybike.info/schemes-and-initiatives/on-street-bike-hangars/>

⁵ <https://bristolcycling.org.uk/tag/theft/>

As a whole, our proposed programme supports the delivery of several of our strategic transport interventions, as set out in the Joint Local Transport Plan⁶ to:

- Provide schemes to support the uptake of cycling
- Deliver road safety education, skills and training to equip people with the knowledge and skills to travel in a safe and sustainable way
- Work in partnership to build safer communities
- Encourage mode shift through grants, incentives and rewards
- Maximise awareness of sustainable and active travel choices and the benefits these bring
- Support those without a private car, who need to travel, in accessing the services they need
- Support ongoing work to manage the impact of transport on air quality and climate change
- Improve actual and perceived personal security

Our ambitions

We will achieve our ambitions by working with our diverse communities to deliver our priorities for infrastructure, skills and business as well as the aims and objectives of the funding which are re-stated in [Section 3: Summary of proposed programme](#)

3. Please provide a summary of the proposed programme(s).

Please explain how the scheme(s) will help to address **any local challenges you have set out above, consistent with the objectives of the Fund.**

Exact activities vary between each local authority. In many instances, the proposal builds on existing successful projects and programmes which can be rapidly expanding on, allowing us to meet the relatively short timescales of this short-term funding opportunity.

⁶ <https://travelwest.info/app/uploads/2020/05/JLTP4-Adopted-Joint-Local-Transport-Plan-4.pdf>

DfT aims and objectives for the e-cycles extension fund

For clarity, the e-cycle Extension Fund aims and objectives are re-stated below:

Primary

- To support the local economy by supporting access to new and existing employment, education and training; and (Local Economy)
- To actively promote increased levels of physical activity through walking and cycling (Physical Activity)

Supporting

- To provide clear solutions to the problems of poor air quality and carbon emissions (Air Quality and Carbon)
- To reduce traffic congestion by providing people with travel choices. (Travel Choices)

Other

- Increase awareness of e-cycles for wider groups including people from communities who don't regularly cycle such as older people, people with disabilities/health problems, women, people on lower incomes and some BAME groups. (Inclusion)
- Support mode shift from private vehicles – i.e.: 50% of e-cycle trips supported by the programme replacing a car journey to maximise carbon savings. (Mode-shift)
- Provide the opportunity to explore outcomes and impacts to inform development of the national e-cycle support programme. (Development)

West of England transport aims and objectives

The aims and objectives of this e-cycles fund align closely with the five objects of the region's Joint Local Transport Plan 4 which are listed below:

- Take action against climate change and address poor air quality
- Enable equality and improve accessibility
- Contribute to better health, wellbeing, safety and security
- Support sustainable and inclusive economic growth
- Create better places

These five objectives were developed specifically in response to the identification of the following key transport challenges in the region, which are outlined in the Strategic Case, and have been used to develop the programme, alongside the DfT's aims and objectives for this funding opportunity.

Proposed programme

The table below illustrates the key strands of the West of England's proposed programme, and indicates which DfT aims and objectives we anticipate being met by each intervention

Activity	Sub-activity/details	DfT e-cycles fund objectives, directly targeted by intervention
1. Cycle fleet expansions	<ul style="list-style-type: none"> a) Purchase of e-cycles and supporting items (e.g. locks) b) Purchase of adapted e-cycles for all-ability users and supporting items (e.g. locks) c) Purchase of e-cycle conversion kits and fitting 	All aims, but specifically <ul style="list-style-type: none"> - Travel choices - Mode-shift - Inclusion - Local Economy
2. Activities relating to new/expanded cycle fleet	<ul style="list-style-type: none"> a) Public e-bike loan scheme expansion/continuation b) Bikeability and cycle confidence training expansion/continuation c) All-ability e-cycle training and activities d) School/business/community loans e) Led cycle rides 	All aims, but specifically <ul style="list-style-type: none"> - Local Economy - Travel Choices - Inclusion - Mode-shift
3. Cycle security	<ul style="list-style-type: none"> a) Cycle hangars b) GPS trackers c) Bike register database kits 	All aims, but specifically <ul style="list-style-type: none"> - Mode-shift - Travel Choices

		- Development
4. Community engagement projects	a) Community grants b) Co-creation community led e-cycle project	All aims, but specifically: - Inclusion - Travel Choices - Development
5. Supporting officer resource	a) Project management b) Comms and marketing c) Monitoring and evaluation d) Case studies	All aims

Supporting narrative

This supporting narrative sets out in detail how each strand of the programme aims to meet the DfT's stated aims and objectives

1. *Cycle fleet expansions*

The West of England authorities already own and manage a significant and established cycle fleet, which includes e-cycles. An essential strand of the programme is to increase the size of the e-cycles fleet, which will directly and proportionately increase the number of individuals able to benefit from existing, and over-subscribed schemes. Critically, the fleet includes a range of adapted e-cycles. The cost of adapted e-cycles is even more prohibitive than e-bicycles, making them beyond the financial reach for most users, particularly disabled people who are significantly more likely to be on low incomes⁷ but who may benefit most from being able to access this mode of transport. Expanding the range and quantity of adapted e-cycles available for the public to use is critical to providing an inclusive offer, and the region has experience of purchasing and managing the use of adapted e-cycles through the Bristol Family Cycling Centre.

Bristol City and South Gloucestershire councils are proposing to trial new technology in the form of 20 [Revos ebike kits](#) on a shared cycle fleet. These kits enable easy conversion of cycles to e-cycles, thereby offering a financially competitive, and therefore more inclusive alternative to a new e-cycle. The scheme will allow members of the public to trial this lesser known option to help them decide whether this might be a

⁷ <https://www.jrf.org.uk/data/poverty-rates-families-disabled-person>

suitable long-term transport mode for them. Due to the lower cost of conversion (than purchasing an e-cycle outright), trialling this option, and raising awareness of it, is more financially inclusive than purchasing standard e-cycles for trialling. Furthermore, the Revos ebike kits are developed locally at Filwood Green Business Park, which is a Bristol City Council and Homes and Communities Agency initiative, providing space for small and medium sized businesses with an environmental ethos. Revos seeks to address environmental issues through innovation and engineering, and thus this project support innovation, the local economy, inclusion, and ultimately mode-shift.

2. Activities relating to new/expanded cycle fleet

Closely linked to the purchase of new e-cycles, including adapted e-cycles, is a package of activities which will enable people from a range of backgrounds to test, try, and learn more about e-cycles.

As previously mentioned, the current e-cycle loan schemes already operating in the region are oversubscribed, showing strong, un-met demand from individuals. For example, we know from B&NES's existing public cycle loan schemes that after the loan period 41% of participants said they would "definitely buy a bike", and a further 36% said they "might buy a bike". We do not hold specific data comparing this to e-cycles, but a Swiss study which found that 10% of participants who used an e-cycle for 2 weeks went on to purchase their own e-cycle within 2-6 months of the trial (alongside a 20% retail discount)⁸

Bikeability and cycle confidence training sessions are already an established regional offer. The funding request is to expand upon these popular projects.

All-ability cycle training is also an established offer in the region, with the Bristol Family Cycling Centre a prime example⁹. All-ability cycle training allows individuals the opportunity to experience using an adapted e-cycle, from a range of models, on a regular basis.

The authorities also have significant experience of providing loan bikes to schools, businesses, and community groups¹⁰, and some of the newly purchased cycles would allow for the expansion of these established schemes, which reach a wide range of people.

Taster sessions and led-cycle rides offer groups and individuals the opportunity to try e-cycles within a relaxed environment – they can be targeted to increase participation to groups of people who are traditionally harder to reach.

⁸ <https://www.alexandria.unisg.ch/253552/>

⁹ <https://betterbybike.info/cycling-centres/bristol-family-cycling-centre/>

¹⁰ <https://betterbybike.info/schemes-and-initiatives/loan-a-bike-scheme/>

3. Cycle security

B&NES council is spear-heading the cycle security strand of the trial. The purchase of GPS tracking devices for their community loan e-cycles will enable us to understand which types of journeys e-cycles are used for, and therefore their potential to replace car trips. This data collection will feed into a growing evidence base on e-cycle use which is critical to understand in order to direct future investment.

B&NES also hope to install on-street cycle hangars. The first on-street cycle hangar¹¹ in the West of England was installed in Bristol in 2015, which was funded through the Local Sustainable Transport Fund, and 16 more have been installed subsequently via the Cycle Ambition Fund

The Bristol cycle hangars are chronically over-subscribed – as traditional inner-city housing comprising terraces and flats common to both central Bath and central Bristol does not facilitate the easy storage of cycles, despite cycles' obvious benefits as an urban mode of transport, and thus removing this barrier is key to enable some people to consider cycling, or e-cycling as a transport option.

4. Community engagement projects

The community led strand of the programme places the concept of e-cycles, and how they can be made more accessible, into the hands of communities across the West of England.

Bristol City Council is proposing a pilot project in partnership with the Bristol Muslim Cultural Society (BMCS), which has a track record of delivering sustainable transport schemes such as Cycle Sisters¹², which supports women, including a high proportion of Muslim women, to start cycling. The pilot would take place in Lawrence Hill, a ward with high levels of deprivation, and one that is well understood by organisations such as BMCS who have the skills to support the development of an outward looking e-cycle initiative. The pilot will address how the Lawrence Hill communities can try out e-cycles, and how to increase the use of e-cycles within local area. The funding would enable the facilitation of the project in partnership with BMCS, using a local facilitator and animator to bring the project to life and encourage gatherings to be innovative and fun.

In South Gloucestershire, a slightly different approach will be taken to enable the community to generate their own ideas about how to increase the uptake of, and exposure to e-cycles. A community grant scheme will be available to community groups, enabling them to purchase e-bikes, and monitor their use. South Gloucestershire will commit to gathering the monitoring information, as well as creating case studies which can be used to increase our understanding of e-cycle usage.

5. Supporting officer resource

This final strand pulls together the other strands and enables the authorities to properly resource our package of proposals. It incorporates core project activities such as project management, marketing and communications, monitoring and evaluation, and case studies.

The Monitoring and Evaluation proposal is set out more clearly in section 7. Monitoring and Evaluation.

The West of England is proposing to use the existing established Access Fund arrangements.

¹¹ <https://travelwest.info/projects/cycle-ambition-fund-bristol-on-street-bike-hangars>

¹² <https://www.sustrans.org.uk/our-blog/personal-stories/2020/personal-stories/its-more-than-just-learning-to-cycle-its-building-a-community-cycling-sisters-story>

4. What measures are included in your proposed programme(s)? Please select all that apply.

Please note that for all measures, appropriate access for hard to reach and disabled people needs to be appropriately considered.



Piloting a new e-cycle hire scheme



Adding e-cycles to your current cycle hire schemes



Extending existing e-cycle hire scheme(s)



Entering into agreement with e-cycle hire companies to operate in your area or to provide longer term loans of e-cycles Scheme(s)



Promoting awareness of e-cycles and providing training and support to non-cyclists wishing to try e-cycles



Providing loans, subsidies, or other financial incentives to enable people to access e-cycles



Piloting a local network of e-cycles available for people to try out (for one- way journeys) on popular low traffic routes



Introducing measures to counter the theft of e-cycles and to improve users' awareness of security around e-cycles, i.e. partnership work with local police forces, use of GPS trackers, and provision of secure and safe parking facilities



Other (please specify):

- Community grants scheme
- Community co-creation e-cycles project

3. Financial case

5. Total DfT revenue funding sought (£)

Total programme cost

NB. A full financial breakdown is available in Appendix 1

- Total DfT funding request: **£247,877**
- Total local authority contribution: £42,063
- Total programme cost: £289,940

Table 1 Breakdown of costs by activity (please refer to Appendix 1 West of England e-cycles extension fund bid financial summary to view full financial breakdowns)

Programme strand	Project name	Qty (if applicable)	DfT funding requested (item)	DfT funding requested (strand subtotal)	UA contribution	Other contribution (non £)
1: cycle fleet expansion	e-cycles	23	£38,681		£0	0
1: cycle fleet expansion	adapted e-cycles	10	£44,476		£16,423	0
1: cycle fleet expansion	e-cycle conversion kits	20	£13,455		£0	0
1: cycle fleet expansion (subtotal)				£96,612		
2: cycle fleet activities	public e-bike loan scheme	233	£12,435		£0	0
2: cycle fleet activities	bikeability/cycle confidence	240	£11,360		£0	0

2: cycle fleet activities	all-ability cycle training	-	£10,300	£10,300	In kind admin/scheme management, storage, servicing, and 100 volunteer hours (4 hours per week for 6 months) in exchange for hosting one adapted e-bike at the Strawberry Line Cycle Hub
2: cycle fleet activities	school/business/community loans	20	£3,000	£0	0
2: cycle fleet activities	led cycle rides	12	£1,800	£0	0
2: cycle fleet activities (subtotal)			£38,894		
3: cycle security	cycle hangars	4	£7,100	£15,340	0
3: cycle security	GPS trackers	45	£2,997	£0	0
3: cycle security	Bike register database kit	300	£924	£0	0
3: cycle security (subtotal)			£11,021		
4: community grants	community grants		£26,100	£0	0
4: community grants	co-creation community project		£25,600	£0	0
4: community grants (subtotal)			£51,700		
5: officer resource	n/a		£49,650	£0	
5: officer resource (subtotal)			£49,650		
TOTAL			£247,877	£42,063	

6. Total local authority contribution, if applicable, (£) (Capital/Revenue)

Total local authority contributions

- Total local authority capital contribution: £31,763
- Total local authority revenue contribution: £10,300
- Total local authority contribution: **£42,063**

Table 2 Local authority capital/revenue contributions (please refer to Appendix 1 West of England e-cycles extension fund bid financial summary to view full financial breakdown)

UA	Capital	Revenue	Total UA contribution
BCC	£13,923	£0	£13,923
B&NES	£17,840	£10,300	£28,140
NSC	£0	£0	£0
SGC	£0	£0	£0
TOTAL	£31,763	£10,300	£42,063

Nonnumeric contributions

In addition to the local authority contributions, the following items have also been committed to the programme

- 400 volunteer hours from the Bristol Family Cycling Centre
- 200 volunteer hours from the Bristol co-creation project in partnership with Bristol Muslim Cultural Society
- In kind - 100 volunteer hours, admin/scheme management, storage and servicing in exchange for hosting one adapted e-cycle from the Strawberry Line Cycle Hub

Other contributions

- Anticipated matching from Westport, North Somerset Council’s local “Active Partnership” who have expressed in interest in match funding through the Sport England Tackling Inequalities Fund, although was not confirmed at the time of submission.

Wider regional investment

WECA Investment Fund

The West of England Combined Authority is investing an initial £10m in cycling and walking improvements in the region for delivery by 2023. This funding will be used to develop and deliver routes and interventions generated through the creation of the West of England Local Cycling and Walking Infrastructure Plan (LCWIP), as well as other regional cycling and walking priorities.

Continuing improvements in our regional cycle network, will directly benefit e-cycle users, who access the same infrastructure. The West of England already benefits from high levels of cycling, thanks in part to its comprehensive cycle network when compared to other UK towns and cities. However, there are key gaps in the network, and the £10m investment injection will support the continued ambition for a “complete network” in our towns and cities. The “complete network¹³” effect recognises that the more places people can get to easily and safely on a cycle, the more likely they will be to cycle – as such the continued development of our cycle network, will work hand in hand with our programme of e-cycle proposals, to continually support mode shift from private car, to more sustainable transport modes, such as cycling, including e-cycles.

West of England Future Transport Zones programme¹⁴

The West of England Combined Authority is one four regions to be awarded a grant of £24m from the DfT Future Transport Zone (FTZ) fund, matched by a local injection of £3.6m. We will be using this fund to co-create and trial replicable transport innovations that can be deployed around the West of England and proven for wider adoption across the UK.

The fund will primarily be used to improve the integration of public transport, making multi-modal journeys easier, and connecting the core transport networks into local communities. During the programme we will trial of new mobility solutions such as Mobility Hubs, Mobility-as-a-Service applications, Demand-Responsive Bus Services and trials of e-scooters and e-cargo bikes.

¹³ <https://www.greateruckland.org.nz/2014/10/22/cycling-the-benefits-of-complete-networks/>

¹⁴ <https://www.westofengland-ca.gov.uk/infrastructure/future-transport-zone/>

Integral to the FTZ programme is the creation of the Future Transport Living Lab, which will launch in Spring 2021.

The Living Lab will work with members of local communities, stakeholder groups, and innovators to co-design solutions. We will be exploring people's specific mobility challenges and working with those individuals to inform our FTZ solutions – co-creating new solutions to empower people to make better journey decisions and designing the transport network around the needs of people in the community.

Our Living Lab will be extended to accommodate support our e-cycles project teams to connect into our communities and explore different ways of making e-cycles more inclusive and accessible and joined up with wider transport innovations within the community.

Figure 2 Overview of community co-creation

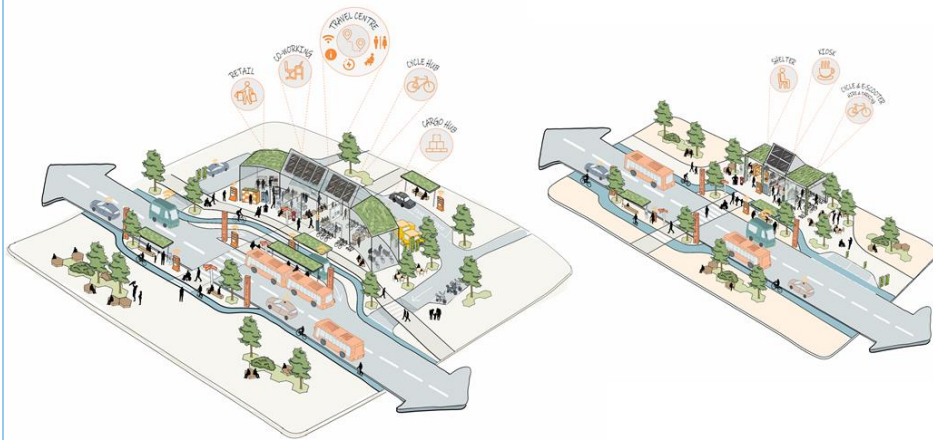


As part of the FTZ programme, Mobility Hubs will be trialled in our region. We will be creating 15 new integrated spaces for seamlessly changing between transport modes in the heart of local communities. Although hubs are not due to be operational until 2022, once available, they will be used to showcase the range of transport options available including Electric Vehicle car-clubs, e-cargo bikes, e-scooters and connected to Demand Responsive Bus Services and the main bus and rail network.

The e-cycles we purchase through the e-cycles fund will be retained beyond the life of the initial scheme and incorporated into our FTZ Mobility Hubs. This will enable us to showcase e-cycles as part of FTZ, making them accessible within the community. Our FTZ Transport

Ambassadors will play a key role to help people discover new ways of travelling of which e-cycles will be a key option to our transport users in the region.

Figure 3 Concept art for FTZ Mobility Hubs and Mobility Points



Other regional investment

The West of England benefits from an established travel information website, travelwest.info which brings together travel information from across the West of England and is managed by all the authorities.

Additionally, our Better By Bike website¹⁵ provides comprehensive information to the public on everything to do with cycling in the region.

These facilities will enable us to extend the reach of our e-cycles investment within the region.

In summer 2020, the West of England Combined Authority launched its *Joy in the Journey* social media campaign¹⁶, a partnership project to support people to choose walking and cycling for short journeys.

¹⁵ <https://betterbybike.info/>

¹⁶ <https://travelwest.info/active-travel>

4. Management case

7. When do you expect to commence this programme (if bid is successful)? (DD/MM/YY)

08/02/21 (Subject to the DfT announcement being during the w/c 01/02/21)

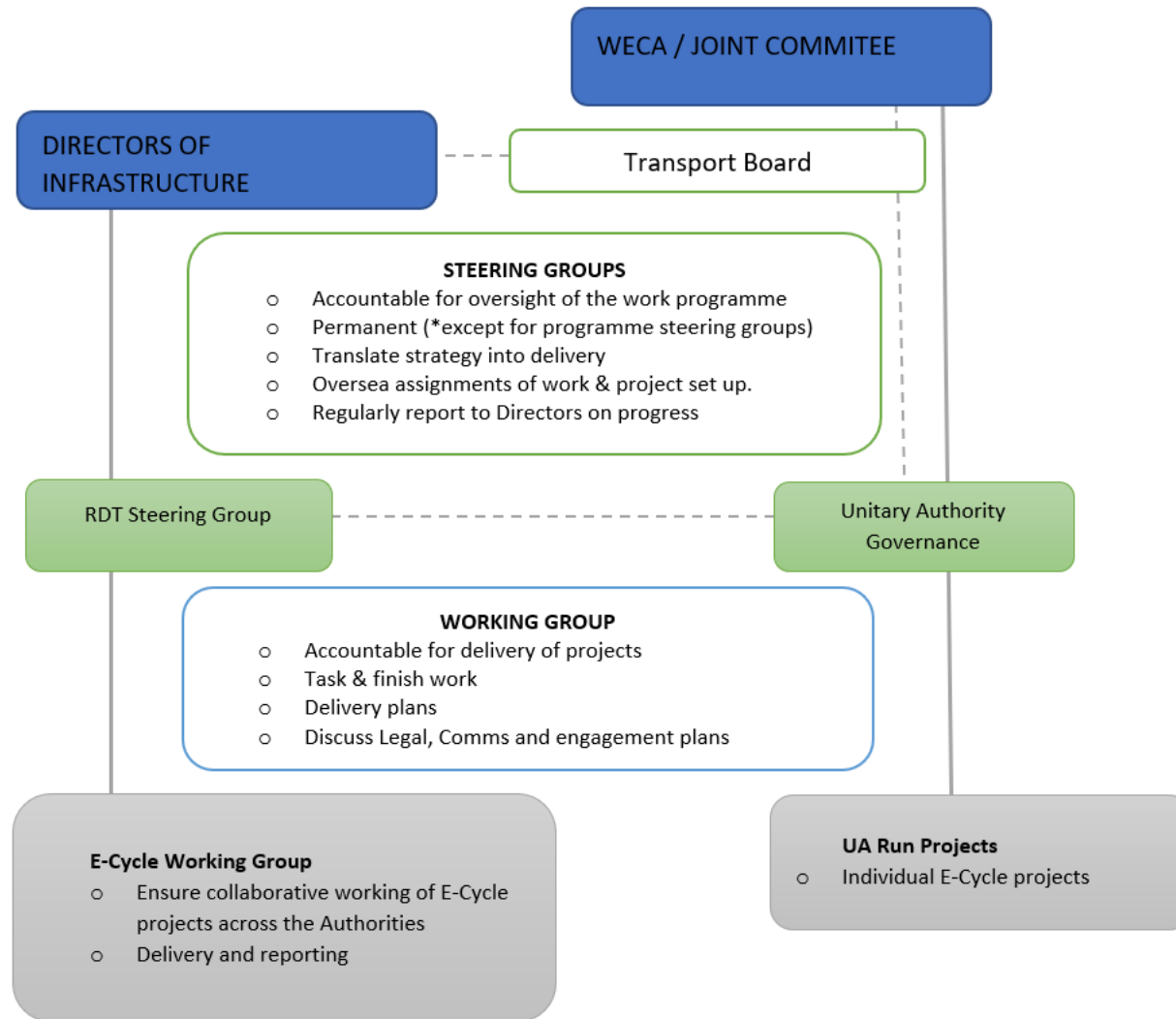
8. When do you expect to have completed the programme? (DD/MM/YY)

30/11/21 (as per discussions with DfT)

9. Please describe the project review and governance arrangements in place

The governance that has been put in place for this proposed programme is illustrated in the Project Governance structure diagram below

Figure 4 Project Governance Structure



A Terms of Reference for the working group will be established at their first meeting.

Funding requests will be submitted by the unitary authorities to WECA in order to draw down on any fund allocated as part of the funding process.

Work assignment forms will be completed by the four unitary authorities to agree project outputs, timescales and costs/programme for individual projects. Subject to the content WECA will agree these and raise Purchase Orders for the unitary authorities to invoice against.

Monthly reporting will be required from the unitary authorities to provide updates on delivery progress, programme plans, risks, issues and decision making

Membership of the *e-cycle Steering Group* is summarised below for information:

e-cycle Steering Group
Jason Humm, WECA
Emma Blackham, South Gloucestershire Council
Adam Crowther, Bristol City Council
Jonathan Kirby, North Somerset Council
Mandy Bishop, BANES
Secretariat

The proposed membership of the *e-cycle working group* is summarised below (final list of representatives to be confirmed):

e-cycle Working Group
Amanda Edmondson, WECA
Louise Buckley-Simms, Bristol City Council
Catherine Jacobs / Verity Britton, South Gloucestershire Council
Ruby Tobin, North Somerset Council
Paul Thompson, BANES

The role of the e-cycle Working Groups is to support the delivery of projects and programmes. Working group meetings will play an important role in ensuring that progress is maintained for all activities, and that there is an effective link between project delivery and Highway Authority functions

10. Please indicate what community engagement will be undertaken as part of the programme development. For example, how the programme will be inclusive such as ensuring accessible cycles are available

The four West of England unitary authorities involved in the production of this application will be approaching the engagement separately. This ensures that the specific needs of their varied community engagements are tailored and targeted. A tailored approach ensures that people can be engaged locally, in valued social settings and activities, feeling that they are able to contribute meaningfully and participating fully. Each of the authorities already benefits from established existing relationships within their areas, which can be built upon and added to during this programme.

In addition to the separate approaches outlined below, each of the authorities will also engage with WECA to benefit from the Future Transport Zones Living Lab, ensuring that both programmes form part of a coherent offer to the region's individuals and communities.

The following outlines the engagement approach to be taken by the unitary authorities on their proposed schemes;

Bath & North East Somerset Council

Purchase of adapted e-cycles for use through the Wheels for All scheme

- Strategic alliance with partner organisations for our Wheels to Work engagement activities, including:
 - Julian House (local homelessness charity)
 - The Big Issue
 - Jobcentre Plus
 - Nelson Trust (women's refuge charity)
 - Developing Health and Independence (supported housing, drug treatment and social prescribing charity)

- Liaison with mobility impaired communities through our association with Wheels for All¹⁷

Increasing awareness of B&NES e-cycle fleet

- Recruitment of community champions for those benefitting from the implementation of the proposed Clean Air Zone¹⁸ and Low Traffic Neighbourhoods
- Active promotion of our public loan e-bike scheme

Bristol City Council

Purchase of adapted e-cycles for use at the Bristol Family Cycling Centre (BFCC)

- The BFCC runs multiple drop-in sessions where individuals can rent bicycles to use on a closed loop circuit. Sessions include open sessions for all, sessions for school children, and sessions specifically for individuals with mobility issues to use adapted bicycles. These sessions are promoted via:
 - Travelwest, Better By Bike and BFCC social media and web pages
 - Through promotion through the Business Engagement Team
 - Through promotion through the Schools Engagement Team
- In addition to the adapted e-cycles included within the bid, BCC plans to run a wider e-cycle offering at BFCC who will loan 5 regular e-cycles from Travelwest Business Engagement Team for use by the general public. This will be promoted city-wide, through the routes identified above, and with good video case studies, paid promotion in business publications, and radio and newspaper promotion.
- The purchased adapted e-cycles will be added to the fleet of accessible cycles (these will be the first accessible e-cycles)
- Run weekly sessions alongside disabled groups and SEND schools
- Furthermore, the centre hosts numerous volunteers over the course of the year (800 volunteer hours delivered April 2019-20) as well as work experience opportunities. Increasing links between groups of people who would otherwise not meet and boosting health. These additional e-cycles will maximise the use of these volunteer hours.

For further details about the Bristol Family Cycling Centre please refer to *Appendix 2: Bristol Family Cycling Centre, The story so far.*

¹⁷ <https://cycling.org.uk/wheels-for-all>

¹⁸ <https://beta.bathnes.gov.uk/bath-clean-air-zone>

Co-creation community e-cycle Project

- BCC will work alongside BMCS (with specific links to BAME communities) to host a series of gatherings over Spring / Summer 2021 to explore a community owned e-cycle solution which goes beyond the lifetime of the funding
- A local artist and community influencer will facilitate the group to come up with a community e-cycle scheme and local action plan with a budget of £17.5k e.g. BMCS may decide to buy some e-cycles and run an e-cycle hire scheme
- Group must have allocated how their budget will be spent by March 2021 and project completed by 30 November 2021.
- BCC will produce an end of project report to evaluate the project.
- BCC will support the finalised project and promote via Travelwest Roadshow events.

Conversion of hybrid loan bicycles to expand the existing Travelwest public e-cycle loan offer

- The converted e-cycle loan provides experience of trialling a more affordable e-cycle option
- These bicycles (and the existing e-cycles in the fleet) will be promoted via Travelwest Roadshows in neighbourhoods that have been involved in the Bristol Street Space programme, through schools and business promotion, and through the Wheels to Work scheme.
- Wheels to work offers sustainable transport solutions to those who are unemployed and attending interviews or starting work/training. Many of our Wheels to Work customers travel along routes that would require 2 bus journeys (with a change), that is deemed too far to cycle on a regular bicycle. Our usual e-cycle loan requires a deposit of £250 which is refunded on return of the bicycle, which has previously discouraged our Wheels to Work users from loaning an e-cycle. The converted bicycle will be available at a reduced deposit to Wheels to Work users, and in cases where this is not an option for the user, we will also allow our Wheels to Work partners to take accountability on behalf of their client – requiring no deposit from the user. We will also extend the length of the usual 2-week e-cycle loan to 2 months for our Wheels to Work customer.
- The bicycle itself provides a more affordable and realistic trial option to those on low incomes.
- BCC will also target ‘Community Influencers’ in areas that have been involved in the Bristol Street Space Programme – leaders in the community who can share their experiences. We will make these into case studies that can be used to promote the scheme.

North Somerset Council (NSC)

Increasing awareness of NSC’s electric bicycle fleet

- Officers will engage with representatives from Wesport/ Active Weston, local social prescribing networks, Voluntary Action North Somerset (VANS) and the region’s cycle hub to identify, target and offer electric bicycle rides, training, loans and awareness.

- Materials will be created and promotion will happen through NSC communications channels (traditional, press releases, website, social media); through the Better by Bicycle and Travelwest websites; through the reach of regional groups/ initiatives such as Wesport and Active Weston; North Somerset Together; Go4Life; VANS (access to 850 charities and 2000 community groups); and through the existing networks of the Strawberry Line Cycle Hub

Broadening Accessibility: Electric Hand-bicycle for NSC's Cycle Hub

- The Strawberry Line Cycle Hub runs a successful hire company at Yatton Train Station. It has various standard bicycles, two standard e-cycles, and some adapted bicycles, but currently hosts no adapted e-cycles. In addition to NSC promotion as described below, the Hub would promote its electric hand-bicycle through its own communication channels and the network of organisations it already works with.

South Gloucestershire Council

Community Grant Scheme

- At Project Initiation, the Work Package Officer working on the Project would liaise with internal departments to identify current local community groups who may be interested in the scheme. They would then be contacted directly to advise of the Community Grant Programme and to discuss the options that are available to them, understand the community that they are supporting and discuss what support they may be able to offer regarding e-cycles. These discussions would then help to detail the terms and conditions of the Community Grant Scheme Programme.
- Prior to the launch of the Community Grant Scheme, the Marcomms role would lead on promoting the scheme through social media campaigns and press releases for example, as well as cascading through existing Council communication channels and promoting to Community Groups. This would help to ensure that as many community groups as possible were contacted and made aware of the Scheme. Promotion of the Scheme would continue until the closing date, for evaluation of submitted bids.
- Throughout the project, the Marcomms officer would work closely with the Work Package Officer to ensure widespread information provision regarding e-cycles in general as well as details of the project being implemented across South Gloucestershire.

5. Commercial case

11. Is the authority ready to commence work and, if applicable, are procurement / delivery partners in place?



Yes



No

Please provide details

The West of England e-cycle extension scheme will deliver a significant demonstrator of successful e-cycle initiatives. Our ambition for the application has been supported by key local stakeholders and delivery partners operating in the cycling and e-cycle sector, who all recognise the unique strengths of the region and the opportunity that this funding would deliver.

In January 2020 WECA procured a Professional Services Framework to secure support to assist the delivery of the WECA capital investment programme and other authority specific projects. The framework was procured with the strategic aims of providing key functionality that will directly support our ability to deliver the aims of the bid such as; fast access to services & skilled support; economies of scale; Value for Money; Social value outcomes; Quality outcomes to time and budget

In procuring services to support the delivery of the scheme, we will adopt particular requirements related to:

1. Social Value: WECA will adopt best practice Social Value measurement to deliver benefit to the region. The themes include promoting local skills & employment and promoting social innovation.

2. Environmental Sustainability: The very nature of the schemes looks at carbon reduction, climate change and clean growth. We have committed to promoting our LIS to the market and innovative solutions which embed the WECA declaration of a Climate Emergency. We welcome the opportunity to work collaboratively with our peers on an approach which ensures we meet the requirements of our individual Local Industrial strategies.

3. Equality Diversity and Inclusion: We will undertake an Equality Impact Assessment as part of the procurement strategy to ensure the solutions we develop are inclusive and accessible by all. Community and external stakeholder engagement are critical to ensuring solutions are inclusive and accessible. WECA have previously undertaken such assessments as part of the E-scooter trials and have access to specialist resource to ensure a fully comprehensive study.

The four West of England unitary authorities have already engaged with their own specific partners and the market in the following ways to understand local interest and support for the scheme, market appetite for delivering further e-cycles in the West of England and the types of schemes and solutions that can feasibly be delivered within the timescales of the programme DfT has set out.

The unitary authorities have confirmed elements including:

- Ability to increase their cycle fleet
- Availability of ebike conversion kits
- Ability to access existing database (Ways2Work) of organisations that support people into employment
- Willingness of trusted partners to work together to deliver the project including the Strawberry Line Cycle Hub, Bristol Muslim Cultural Society, and The Bicycle Chain cycle shop in Weston-super-Mare, and the Active Weston Partnership.

These aspects will allow us to scale up our e-cycle proposals immediately after any funding is awarded.

6. Economic case

12. Please outline what steps are being taken to ensure value for money and appropriate targeting of investment (i.e.: to those most likely to gain maximum benefit from participation in the scheme)?

As part of the overarching WECA assurance framework there is a requirement on all scheme to explain 'how localities will appraise, monitor and evaluate projects to achieve value for money'. It will provide the Departmental Accounting Officers and Parliament with the assurance that WECA, as the accountable decision-making authority, is effectively managing the risks associated with the allocation of the funding and that robust systems are in place to ensure resources are spent with regularity, propriety, and value for money, whilst at the same time achieving projected outcomes.

As the Accountable Body, WECA will be responsible for overseeing policy, the prioritisation of funding, ensuring value for money, evaluating performance and managing risk. WECA will:

- Hold the WoE Investment Fund (IF) and make payments in accordance with the decisions of the WECA Committee;
- Ensure that WoE IF funding is approved and allocated in a manner that is lawful, transparent, evidence-based, consistent and proportionate;
- Ensure that the decisions and activities conform to the legal requirements with regard to equality and diversity, environmental, EU issues and other relevant legislation and guidance;
- Ensure through its Section 151 Officer that the WoE IF funds are being used appropriately, prudently and in accordance with decisions made, and relevant guidance/legislation for the intended purpose;
- Record and maintain the official record of proceedings relating to decisions made on all investment projects.

It is useful to keep in mind that good VfM, as defined by HM Treasury is the optimal use of resources to achieve the intended outcomes. 'Optimal' being 'the most desirable possible given expressed or implied restrictions or constraints'. VfM is not just about achieving the lowest initial Ton price, it is defined as the optimum combination of whole life costs and quality, with due regard to propriety and regularity.

To ensure DfT investment is appropriately targeted, the authorities, with the support of WECA, will use their combined wealth of previous experience of working with different communities and their local knowledge that has established their best methods of reaching and engaging with "hard to reach" communities. The West of England Future Transport Zone's Living Labs project has community engagement at its core – WECA and the West of England authorities will work together closely to ensure that community engagement is aligned, and provides a streamlined offer to our communities, and avoids duplication of effort, or over-consultation.

Bristol City Council will use their experience of running the Bristol Family Cycling Centre (BFCC) which runs a programme which includes sessions specifically targeted at disabled people to purchase of adapted e-cycles for use at the centre. They intend to run these sessions at

nominal rates meaning that people on low incomes can access the sessions and support workers are admitted free of charge to enable more people to attend. Since 2016 more than 8,000 visitors have used their fleet of accessible cycles. These e-cycles will reach the people that most need them and be cared for by an experienced team of instructors and mechanic.

BCC has a long-standing working relationship with a local BAME community group, Bristol Muslim Cultural Society (BMCS) which has direct experience of barriers to participation and been identified via a community grants scheme run by Access Travelwest Bristol. It is known that there are gifted, skilled and talented people in BMCS with energy for sustainable transport as a result of initiatives such as Cycling Sisters. The ward profile data from Lawrence Hill indicates high levels of deprivation and low outcomes in terms of health. The co-creation of a community e-cycle project will marry together skills of local citizens and need for better health outcomes, cleaner air and more trips using e-cycles. BCC will do some targeted roadshow events (where people can trial the converted bicycles) in areas that have undergone recent cycle infrastructure improvements and will showcase the bicycles at Wheels to Work events where there are high numbers of attendees out of work/ starting work/ on low income (e.g. careers fairs).

The proposal to convert hybrid loan cycles to e-cycles through the purchase of ebike conversion kits offers maximum value for money, as is available at a fraction of the cost of purchasing new electric bicycles. The scheme makes better use of the hybrid bicycles that are in lower demand than the e-cycles in the fleet and allows us to use existing storage space that would otherwise be additional cost to the project. In offering a lower budget e-cycle option to loan to the general public, this allows individuals on lower income to trial a more realistic option for their budget.

North Somerset Council will target those suffering from inequalities through a partnership with Active Weston and the groups it has already identified through its Tackling Inequalities Fund to ensure access to e-cycle reaches the right groups. NSC will target those with physical disabilities by supporting the Strawberry Line Cycle Hub with a specific adapted e-cycle plus with access to e-cycle training and additional e-cycles as required. The Hub has established connections and good awareness amongst groups who will benefit from access to this e-cycle.

NSC has been providing a behaviour change sustainable travel programme for schools, businesses and community groups through securing successful DfT funding. NSC has been part of West of England LSTF type programmes since 2012. During the Access Fund period they have established an effective network of schools, businesses and community organisations across North Somerset, forged strong relationships across the area with multiple partner organisations and have identified a growing need of support to travel sustainably through e-cycle provision. This funding would allow them to realise this opportunity. As is well known, e-cycles have been identified as a key form of transport for rural areas like North Somerset, as these areas often require longer cycle journeys to areas of employment and are not as well served by

public transport. Moreover, changes to the way people travel due to Covid have increased the need for e-cycles considerably in North Somerset. During the lockdown North Somerset had a waiting list of over 45+ people on their bicycle loan scheme, mainly waiting to hire an e-cycle.

In addition, over the course of the Access Fund 2017-2020 NSC distributed cycle stands to 146 community groups or organisations. This tells us that there is not only an interest in cycling but the infrastructure ready for more e-cycle cyclists.

They will work with existing trusted partners and organisations for confidence in project delivery. Organisations such as VANS are well-connected to many relevant groups in North Somerset and would help us identify additional groups to reach out to and work with such as older people and those suffering from isolation and loneliness, made worse by the restrictions of the pandemic. The Strawberry Line Cycle Hub is an established CIC with tireless staff, committed volunteers and an apprenticeship scheme about to launch. They are innovative in their approach and also work with events and experience companies in the region to offer unusual e-cycle experiences.

7. Monitoring and Evaluation

13. The evaluation of the outcomes and impacts of this programme is important to show if a scheme has been successful and will also be used to inform the new national e-cycle support programme. Using the monitoring and evaluation guidance provided in the Appendix to the Invitation to Bid letter, please outline briefly how you will monitor and evaluate your programme. We anticipate meeting with successful LAs to confirm monitoring and evaluation requirements once funding has been confirmed.

The Authorities in the West of England have significant experience of output monitoring through their collective involvement in delivering grant-funded sustainable transport projects, such as Local Sustainable Transport Fund, Access Fund, and several other joint transport programmes.

For our core monitoring and evaluation, we propose to continue our current Access Fund arrangements as discussed with DfT (email exchange between WECA and DfT, 11 December 2020) as the most cost-effective method for a short-term pot of funding. Naturally both baseline and outcome responses will be collected to fully develop an understanding of the impact of each intervention. Where possible, we will use user feedback received during the delivery period to enhance our offer in order to best meet the needs of our target audiences.

We have developed a comprehensive toolkit of behaviour-change monitoring criteria, which we have developed in conjunction with the University of the West of England's Centre for Transport and Society. The two components of this toolkit which are most relevant to best evaluating the impact of this package of e-cycles project are:

1. Ecological momentary assessments in which the views of project participants are collected in real time, for example at the end of an adapted e-cycle test, reducing the potential for recall bias whilst maximising accurate capture of the participants emotional and intellectual response to the event.
2. Longer term periodic surveys, for example user experience of loan bicycles, bicycle hangers or community influencers.

Additionally, the region is committed to preparing a range of case studies as a tool to promote the projects to other potential participants, as well as adding to the growing body of understanding about the role of e-cycles within our transport network.

Given our strong relationships with the four universities in the region, we will also invite the universities to conduct any additional research which may be of interest to them. We anticipate that an evaluation of the fund could generate a project suitable for a master's dissertation, or similar, and so we shall ensure that the relevant departments at each of the universities are aware of our proposals, and the monitoring and evaluation opportunities available.

8. Declaration

I confirm I have read and understood all the details in the accompanying letter, including the terms and conditions.

I confirm that the Senior Responsible Officer and the Section 151 Officer (or equivalent with delegated authority) have also read and understood the letter.

I declare that the information given is, to the best of my knowledge, correct.

I understand that funding is conditional on the Section 151 Officer's confirmation that the schemes offer value for money.

I confirm that the authority will have all the necessary statutory powers in place to ensure the planned timescales in the application can be realised.

I declare that the scheme cost estimates quoted in this bid are accurate to the best of my knowledge and that the authority:

- has allocated sufficient budget to deliver the scheme(s) 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(s);
- accepts that no further increase in DfT funding will be considered beyond the maximum contribution requested and that no DfT funding will be provided;
- confirms that the authority has the necessary governance/assurance arrangements in place.

I also understand DfT may request further details as to the scheme(s) and costs therein.

50. Reporting Officer details *

Name
*

Telephone number
*

Email address
*

51. Senior Responsible Officer details *

Name
*

Telephone number
*

Email address
*

52. Section 151 Officer (or equivalent) details *

Name
*

Telephone number
*

Email address

*

53. Please add further details or clarification

We have included the following letters of support to sit alongside our application to highlight the importance of the funding to the region

Letters of Support have been received from the following organisations and are included as *Appendix 3: Letters of support*

- Bristol Muslim Cultural Society
- Ways2Work
- Sustrans
- Strawberry Line Cycle Hub
- North Somerset Cllr James Tonkin, Exec. Member for Planning, Building Control, Highways and Transport and Cllr Bridget Petty, Exec. Member for Climate Emergency and the Environment