

## Local Sustainable Transport Fund 15/16 Revenue Application Form Checklist

**Lead authority:** Torbay Council

**Project Name:** SmartTravel Torbay

### SECTION A

Item	Section / page
A3. Have you appended a map?	Page 5
A6. Have you enclosed a letter confirming the commitment of external sources to contribute to the cost of a specific package element(s)?	N/A
A8. Have you included supporting evidence of partnership bodies' willingness to participate in delivering the bid proposals?	Appendix A
A9. Have you appended a letter from the relevant LEP(s) supporting the proposed scheme?	Appendix A

### SECTION B

#### B3: Economic Case Assessment

Item	Section / Page
Assessment of Economic impacts	Appendix B
Assessment of Environmental impacts	Appendix B
Assessment of the Social and Distributional Impacts	Appendix B
Have you provided a completed Scheme Impacts Pro Forma?	Appendix B

#### B5 - B9: Management Case Assessment

Item	Section / Page
Has a Project Plan been provided?	Appendix C
Has a letter relating to land acquisition been appended to your bid (if required)?	N/A
Assessment of Statutory Powers and Consents (if required)	Page 18
Has an organogram been appended to your bid?	Page 19
Has a Risk Management Strategy been provided?	Appendix D
Assessment of Stakeholder Management	Page 19

### **B10: Commercial Case Assessment**

<b>Item</b>	<b>Section / Page</b>
Have you attached a joint letter from the local authority's Section 151 Officer and Head of Procurement confirming that a procurement strategy is in place that is legally compliant and is likely to achieve the best value for money outcome?	Section D (Separate Document)
Have you provided evidence that you are able to begin delivery at the start of the funding period?	Page 20 and Appendix C

### **SECTION D**

<b>Item</b>	<b>Section / page</b>
D1. Has the SRO declaration been signed?	Separate Document
D2. Has the Section 151 Officer declaration been signed?	Separate Document



Department  
for Transport

## Local Sustainable Transport Fund 15/16 Revenue Application Form

### Applicant Information

**Local transport authority name(s):** Torbay Council

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*When authorities submit a bid for funding to the Department, as part of the Government's commitment to greater openness in the public sector under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004, they must also publish a version excluding any commercially sensitive information on their own website within two working days of submitting the final bid to the Department. The Department reserves the right to deem the business case as non-compliant if this is not adhered to.*

## **SECTION A - Project description and funding profile**

### **A1. Project name:**

# **SmartTravel Torbay**

*Supporting Growth through Healthier, Smarter travel for 2015 and beyond*

### **A2. Headline description:**

With GVA the lowest in the Southwest and 4<sup>th</sup> lowest in England, investment in sustainable transport would make a big impact on economic recovery.

SmartTravel Torbay will deliver an innovative package of measures, focused on creating a legacy of sustainable travel, economic growth and improved health. The package includes:

- A multi-modal smartcard for bus, rail and ferry
- A new bus service linking the hospital with the West of Paignton and South Hams
- Cycle training across all ages and abilities
- Travel planning
- Improved walking routes

Building on the success of the current LSTF; transport, Public Health and Leisure teams across Torbay Council will work closely together with external partners. This will bring targeted benefits to the most deprived residents of Torbay and wider benefits to all residents and visitors by making it easier to travel to, from and around Torbay, using sustainable transport door to door.

**21,000 Torbay residents are living in areas in the 10% most deprived in England**

**Large inequality concerning life expectancy rates**

**Torbay has above average car / van use with lower than average sustainable travel modes.**

**Almost a quarter of working age households have no one in employment**

### A3. Geographical area:

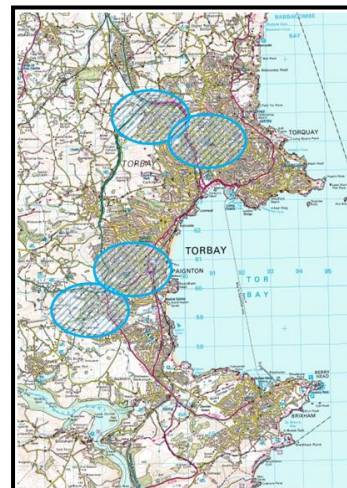
Torbay is a unitary authority located in the South West of England. The map (Figure 1) below indicates the location of Torbay in the peninsula. Its urban area consists of three distinct towns of Torquay, Paignton and Brixham.

Whilst the bid covers the resident and business population throughout the Torbay area there will be a specific concentration on the deprived areas in Paignton and Torquay, as well as the Growth Area around Torquay Gateway and Western Paignton. These areas are broadly indicated in Figure 2.

Figure 1: Location of Torbay



Figure 2: Key areas for bid



### A4. Total package cost (£m):

£0.840m

### A5. Total DfT revenue funding contribution sought (£m):

£0.695m

The proposal is made of six elements. Whilst all are important in the overall delivery of the programme the project is scalable.

### A6. Local contribution (£m):

£0.145m

The local contribution will be funded through existing revenue allocations to the local authority.

The authority is not including the cost of capital schemes to be funded through the Local Growth Fund. This is because the bid will stand independently and work across schemes rather than being specific to any one of the bids. However this bid complements and supports many of Torbay's schemes including a new railway halt (part of the Torbay and Devon Metro scheme) to serve Torbay Hospital, Edginswell Business Park and other notable employment, retail and housing areas.

### A7. Equality Analysis

Has any Equality Analysis been undertaken in line with the Equality Duty?

Yes       No

### A8. Partnership bodies:

**Torbay and Southern Devon Health and Care NHS Trust** – local care NHS trust responsible for Torbay Hospital

**Stagecoach South West** – local bus operator

**Dial-a-Bus (Local Link)** – local bus operator

**First Great Western** – local train operating company

**Brixham Express LTD** – operator of the all year round Brixham to Torquay ferry

**Living Streets and Modeshift** – Working to support sustainable travel and make streets safe, attractive, enjoyable spaces to be

**Devon County Council** – we share a Local Transport Plan strategy and work closely together in the delivery of this plan with our shared objectives

**ABC Cycling** – Supporting cyclists and providing maintenance and safety advice

**SWSAL** – Working together to deliver Smartcard Ticketing throughout the region

Letters of support are included in Appendix A.

### A9. Local Enterprise Partnership:

#### **Heart of South West Local Enterprise Partnership**

A letter of support has been included within Appendix A.

Please identify where in the LEPs Strategic Economic Plan (section and/or page numbers) we can find evidence of ongoing support for sustainable transport projects.

Sustainable Transport support and key projects are set out within the draft Strategic Economic Plan for 2014-2030 (dated 19<sup>th</sup> December 2014) and can be found specifically on pages 16, 17, 46, 47 and 48.

## SECTION B – The Business Case

### B1. The Scheme – Summary

*SmartTravel Torbay is an ambitious yet achievable programme of six elements targeted at promoting sustainable modes and improving health and community wellbeing across Torbay. Each element supports existing economic growth schemes in Torbay and connects the most deprived areas with the designated Growth Areas. Collectively the elements will deliver the objectives set out below and create a legacy of convenient, safer, sustainable, and healthy travel in Torbay. The proposals will provide a platform for future years, continuing the promotion and investment in sustainable travel.*

The objectives of this project are:

1. Smarter Travel across Torbay
2. Improved Public Health, to the poorest, fastest (Public Health objective)
3. Sustainable Travel opportunities for all throughout Torbay, door-to-door
4. Support delivery of economic growth, improving access to employment

The bid directly tackles the four priority areas set out in the DfT's Door to Door Strategy (para 1.5) and supports the delivery of the key benefits outlined (para 1.8), those being:

- **protecting the environment** – by increasing use of sustainable transport, we can help cut carbon emissions and improve air quality, making a significant contribution to meeting our demanding carbon reduction targets;
- **boosting economic growth** – by improving connectivity and interchange and cutting congestion, we can help to link our businesses and markets. Fast and reliable journeys support business;
- **supporting society** – by providing a well-connected and accessible transport system that is safe and secure, we can help improve public health and the quality of life; and
- **delivering a good deal for the traveller** – by integrating the door-to-door journey as a whole, we can help make travel more reliable and affordable.

The six elements of the project are:

1. Cross Public Transport Integrated, Smartcard, Ticketing
2. Cycle Training for All
3. Walk It Schools Programme
4. "Travel Torbay" – Travel Planning Advice
5. Walking Route Improvements
6. Bus Service Improvements

These are each explained in more detail below:



### **Element 1. Cross public transport and integrated, smartcard, ticketing**

***As an integral part of the Door to Door Strategy, we would build up the existing dual operator bus ticket that is available in Torbay, providing a, smart, cross modal ticket for ferry, bus and train services within the Bay and neighbouring cross-boundary towns. Including water transport and rail on the smart ticket will add interest, attractiveness and innovation to the scheme.***

Convenience, as the Strategy confirms, is often cited as a key barrier why people do not use public transport for local journeys. A single ticket option would provide convenience to the residents, workers and visitors in the Bay increasing the use of public transport, particularly for shorter local journeys that cause so much congestion, delay, and pollution from inefficient use of vehicle engines. With capacity on the ferry and trains for cycles, and long term ambitions to provide the same facility on buses, a smart ticket that increased the ease of multi modal travel could also increase cycle levels and allow better connectivity for longer journeys. Torbay is also supportive of the complimentary proposals to widen Smartcard ticketing across the South West Region, a partnership bid to the DfT for LSTF. Our system would be integrated with those proposals and allow for the local ferry, bus and train services in Torbay to be part of the wider regional facility once this becomes available. However SmartTravel Torbay is not dependent on other schemes. The two existing and main local bus operators are signed up to the dual ticket and are keen to expand the product, building on the success of the recent real time information project. Discussions with the new ferry operator and the local train operating company have been positive and steps have already been taken to find ways of integrating existing tickets. If that work can be expanded upon through this investment we can create a multi-level multi-modal ticketing system within Torbay. This will improve the convenience of sustainable transport and allowing better connectivity between services to allow true door to door journeys to be made, especially local journeys, leading to improved accessibility of jobs and education for example, both of which are significant contributors to economic growth.

### **Element 2. Cycle training for all**

***Cycle training to all ages and abilities will be provided, building upon the experiences and complementing the ongoing Bikeability programme running successfully in all Torquay schools. It will utilise the new closed road circuit at the Torbay Cyclo Park, backed by British Cycling, as well as providing instructor led cycle routes on the expanding network of off-road routes. This element is well aligned with the Prime Ministers Cycling Revolution and the Government's ambition for cycling. It directly achieves one of the fronts of cycle proofing, namely cycle training.***

Element 2 will both promote cycling and educate cyclists, whether they are novices or experienced, and whether young or old, male or female. The opportunity would be open to everyone, from those who are experienced and would like a refresher on cycle safety and road awareness, to those who have not cycled before, including disabled cyclists,. There would also be development of the British Cycling programme of "Breeze" rides targeting females wanting to get into cycling. It would also offer bike maintenance advice to encourage cyclists to keep their bikes and



equipment up to standard. One to One confidence sessions and day courses would provide the opportunity for training to be targeted at the needs of the user and allow maximum benefits to be realised. The course would cover all the National Standards Outcomes of Level 1 and 2, and Outcomes of Level 3 which are relevant to the local network. An increase in cycling has health benefits for all of the community and through the education programme there will be improved road safety and accident levels. Torbay already has very low rates of cycle accidents and this project would build on those to make Torbay's roads amongst the safest to cycle on. Torbay is keen to increase the modal share of cycling in Torbay and has invested in an off road cycle facility for younger people, the Cyclo Park with closed road circuit and Velodrome, new cycle routes, including significant off road sections, such as the progression of National Cycle Network Route 28 from the gateway to Torbay (North West of Torquay) to the seafront and harbours at Torquay, Paignton and Brixham.

### **Element 3. Walk it Schools programme**

***A programme focused on increasing the numbers of pupils walking to and from school and building on that to encourage walking at other times. A coordinator will carry out dedicated work with schools, support events, and carry out route audits. This element of the project will encourage walking and sustainable travel amongst younger people and their parents, tackling the obesity levels in Torbay.***

Torbay Strategic Partnership's Joint Strategic Needs Assessment 2008 reported a significant variation in childhood obesity across wards, between 20.9% and 35.8%, the latter being much higher than the national average at that time. 'Modeshift and Living Streets' report that during morning peaks 1 in 5 cars on the road is on the school run. As pupil numbers rise this figure is also expected to grow. Removing some of these journeys will have a significant effect on congestion, along with improved journey times, which will help to support economic growth. There are also associated safety issues resulting from the increased traffic around schools which unfortunately at times leads to accidents which ultimately have a burden on the health system. Furthermore the reduction in car trips will also improve air quality and there will be associated benefits to the health of residents arising from this. There is a connection in Torbay between Air Quality Management Areas and those areas most deprived. As the DfT's Behavioural Insight Toolkit references, it is behaviour can be linked to subconscious norms, emotions, and habits, rather than rational conscious thinking. Therefore persuasive actions to promote other options and encourage users to trial different solutions to travel can have a significant impact on modal choice.

### **Element 4. "Travel Torbay" - Travel Planning Support**

***Journey support can be provided through travel planning techniques and can be personalised to maximise the benefits to improve the door to door journey experience. This was one of four key areas highlighted in the DfT's "Door to Door Strategy" as most likely to encourage people to use sustainable transport. This work will be focused on the areas of deprivation where there***

***are traditionally hard to reach individuals who could have better accessibility but not be aware of how to reach it.***

There are also significant public health concerns in these areas as evidenced in the Torbay Council and NHS Public Health Annual Report 2013 and Torbay Strategic Partnership's Joint Strategic Needs Assessment for Torbay 2008. The travel planning element would include work with Community Forums, Ward Partnerships, community centres, local job centres and other key identified sites in the areas noted as most deprived. Key employment sites and growth areas connected to the provision of the bus service to Torbay Hospital and other improvements will also be a focus for the implementation of travel planning advice. The advice will be web based utilising the "myPTP" package, providing those with internet access immediate information to study their options. This expands on the Better Bus Area Fund initiative in Torbay and Devon whereby real time bus and ferry information will be available through the internet and mobile applications. However, in addition there will also be a high level of face to face interaction including at community events, road shows, outdoor displays, and other opportunities designed to put those receiving the information at ease; typically information can be conveyed in a much more positive way on a peer to peer level and this will very much be at the heart of the information dissemination. Torbay Council has begun Travel Planning work under the current Local Sustainable Transport Fund and this will be targeted on the employment areas in the travel corridor between Brixham Harbour and Torbay Hospital, via Torquay Harbour and Town Centre. This funding would allow for an expansion of the current work to reach more residents throughout Torbay and specifically those with that would prosper most from the resultant health benefits.

#### **Element 5. Walking route improvements**

***This will include works to existing routes, making the walking environment more appealing and accessible and reducing pedestrian / cycle / vehicle conflicts that lead to safety and health implications. This element will focus on signage, and promotion of the routes, both low cost and relatively, but vital, in making walking more accessible to all.***

Element 5 will provide benefits of enhanced accessibility between deprived areas and employment and education sites. It will also ensure that the walking environments around the key education and employment sites are adequate and fit for purpose. This element will be closely aligned to the Schools Walking programme and the Travel Planning, ensuring that the positive message is not diluted by poor facilities.

#### **Element 6. Bus Service enhancements**

***This initiative would seek to connect over 8,000 residences with a fast, direct, frequent service, to the main district hospital. Improving public transport availability for patients, visitors, and staff at Torbay Hospital will reduce the burden on car parking at the site and reduce the costs incurred from missed appointments.***

Parking Studies at Torbay Hospital over the last 5 years have consistently highlighted a need to improve the frequency of public transport to and from the site. This has in part been carried out although some services can still be improved and with the support of some subsidy and marketing, including personalised travel planning. Torbay Hospital covers an area of 300sq miles with a resident population of over 300,000 and a high visitor/tourist population attracted to the area, particularly in the summer. Connectivity of the hospital to key areas, including those most deprived, to improve accessibility and connectivity between other areas and the hospital site – will also serve the future growth area of Torquay Gateway and Edginswell Business Park. The travel plan survey for the hospital also indicated that almost 20% of staff would use the bus daily if the services were better, and over a third would use it at least once a week. Parking on the hospital site is very limited as it regularly reaches capacity (Torbay Council Car Park Survey 2013), This leads to missed appointments and impacts on health treatment for those most in need as well as costs to the NHS.

### **Capital Investments**

***Outside of the scope of this bid the Authority are seeking funding for infrastructure, further supporting this bids' objectives. These schemes are set out within the Strategic Economic Plan for the Heart of the South West and many have been identified as possible Local Sustainable Transport Fund capital schemes.***

The infrastructure will include a new railway station at Edginswell in the Torquay Gateway Growth Area and in the vicinity of Torbay Hospital, improved pavements across the areas concerned, enhancements at Torre railway station and Paignton Rail / Bus Interchange, improvements to pedestrian and traffic conflicts in Paignton Town Centre, and a Green Bus Deal for the Bay to improve air quality in key locations, which are closely aligned to deprivation areas.

Collectively these will not only further support the objectives, particularly for health but increase the opportunities available to travel sustainably door to door for residents and employees in Torbay.

The investments are focused in the same areas, that being the deprived wards, growth areas, and connections to health, employment and education sites.

All of the projects have public health benefits attached, be that the improvement in air quality, encouraging healthier travel options or reducing trips by motor vehicles.

## B2. The Strategic Case

*Torbay experiences significant deprivation, health and economical difficulties that, through improved infrastructure and other investment mechanisms it is seeking to address with regeneration leading to economic investment and job creation.*

Torbay is an area focused on Growth and, through the delivery of the new Torbay Local Plan (proposed submission plan February 2014), is aiming to deliver around 6000 jobs by 2032 and over 9000 homes, as well as key improvements to existing town centres. This, as the local plan identifies, needs the support of a high quality transport infrastructure. Torbay is investing, through Pinch Point and other major funding allocations, in significant highway improvements targeted at opening up access to and around Torbay. Sustainable travel, including walking and cycling specifically, is a fundamental part of those schemes. Additionally other major funding and through the Local Sustainable Transport Fund, Torbay have been investing in a new rail halt, significant cycleway construction, and a new all year round cross Bay ferry service and Real time information..

All of this infrastructure is providing a platform from which Growth in Torbay can be achieved with adequate infrastructure to support business investment and provide those business with the confidence of a reliable and modern transport network.

Investment must however continue in order to create the lasting legacy of sustainable travel and promote more travel by such modes to allow sufficient capacity for growth on the highway network. Growth on the network is predicted at a rise of over 15% by 2031.

Torbay shares a Local Transport Plan Strategy with Devon County Council. The schemes set out within this bid accord closely with the aims and objectives of that strategy and the accompanying delivery plan. The project is also closely aligned to national policies and objectives as explained throughout the bid.

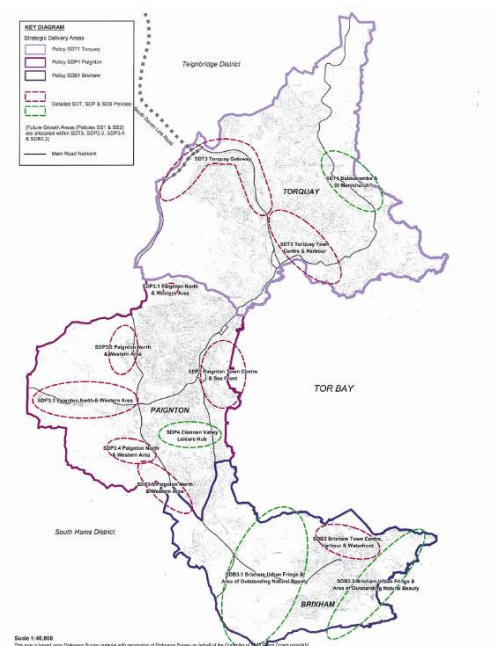
There are a number of particular Public Health challenges including:

**A gap in life expectancy of six years** between those people living in more deprived wards to those in the least deprived wards

**A gap in disability free life expectancy of nine years** where people in poorer communities die earlier but live longer with a disability

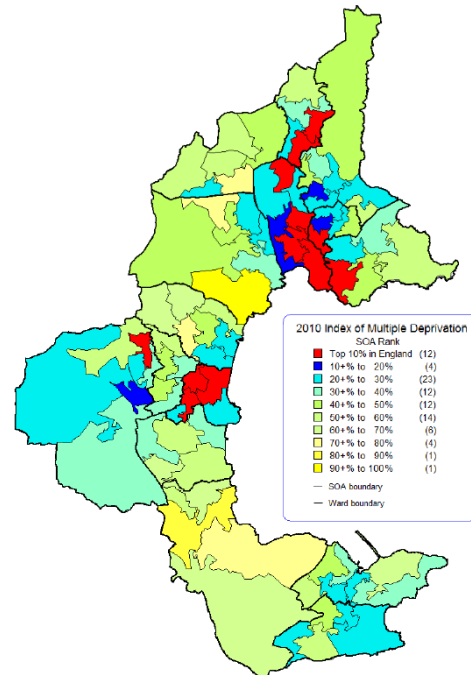
**The cost of inequality in illness** – including lost taxes, welfare payments, NHS healthcare costs = £75 to £80 million per year

**Obesity** with rising levels of overweight and obese children and adults



All of these points are addressed through the bid as each element supports improvements in public health through sustainable travel and targets deprived areas as those most in need.

Torbay's relative position within recent models of deprivation has shown a worsening situation. Although located in a predominantly rural county, Torbay as an urban area suffers from many of the deprivation problems normally associated with big cities. There are inequalities between wards across Torbay with the most deprived tending to be clustered. With an increasing population living in the top 10% most deprived in England, balancing health inequality and reducing deprivation are key objectives that this bid will support. The adjacent map shows the distribution of deprivation in Torbay (Torbay Public Health Report 2013).



The lack of good accessibility to well paid and skilled jobs, education, and healthcare is central to the issue of deprivation. There are limited transport choices available to many of the residents in these areas.

Just 73% of Torbay's residents have access to a car, a level much lower than the regional average.

Many illnesses are typically caused by lifestyle factors. Health issues are most prevalent in the areas of deprivation in and around the town centres; 11.2% of Torbay's residents are registered as having poor health and 23% with a long term illness, compared to 8.5% and 18% respectively in the region. A fifth of residents are officially obese.

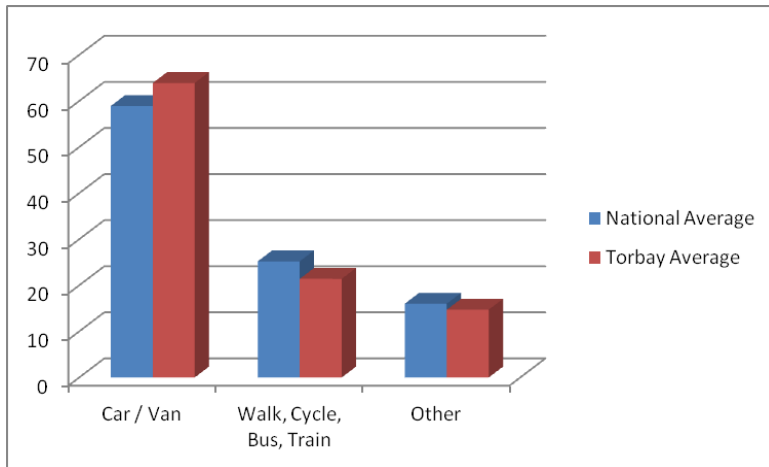
Through the provision of better sustainable travel opportunities and more training and information provided about the use of those modes, as well as the enhanced bus service provision and improved user experiences, Torbay can improve its position and enhance the health and well being of its residents.

Torbay has a good track record in reducing carbon emissions and is the lowest contributor of carbon per capita in the South West. Transport currently contributes 24% of the total greenhouse gas emissions, which as a proportion is lower than the South West and national average.

An increasing level of transport related pollutants such as NO<sub>2</sub> fuelled by traffic growth, has had a negative effective on the area, and resulted in the designation of two AQMAs. This includes Brixham town centre which this bid will specifically address by reducing traffic volumes through this junction.



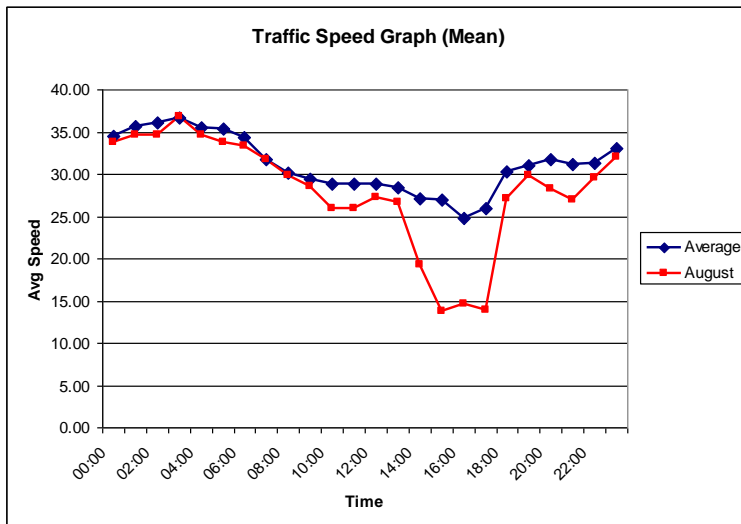
Census data shows that Torbay has above average motor vehicle use with below average sustainable trips for commuting, this can be addressed by the proposals and will support economic growth through improved journey times and reduced congestion on the highway network. Modal shift towards sustainable modes has



evident potential with a lower than average share of these modes in Torbay. The chart demonstrates these figures. The benefits of modal shift are numerous but include economic growth through reduced congestion, less absenteeism, improved health, and less cost to the NHS and partners.

There is a need to focus on behavioral change to encourage a greater use of sustainable modes in the choice of travel. However, several factors can make up a decision on the mode. Tackling the attitude; emotion; social, cultural, moral norms; structural factors; cost; habit; knowledge and awareness; capability and self-efficiency through travel planning can assist in increasing journeys by sustainable modes.

Almost 85% of jobs within Torbay are filled by local residents, therefore average journey distances are short. Along with below average car ownership levels, this should increase the share of sustainable travel. Through the proposed programme it is considered that this can be address, putting education at the heart of the bid.



Torbay has a fluctuating population and unemployment level due to the significant difference between seasons and the concentration on seasonal trade. It is important, to support investment that is more constant however, the seasonal tourism factor will always need to be considered. The graph below demonstrates the impact of the additional

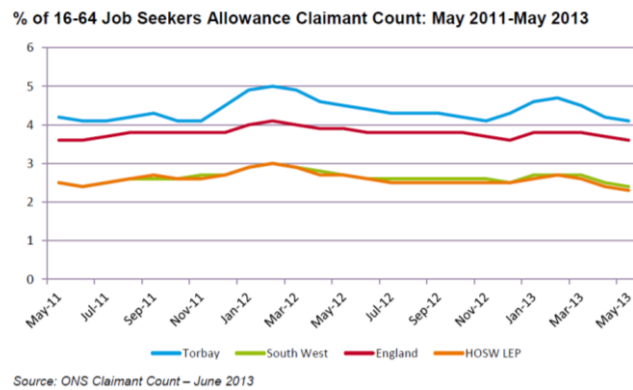
traffic in August. It is evident that the substantial affect is at the evening peak, and the speed is reduced for the most part of the day.

Supporting sustainable travel choices, including the innovative proposals such as the ferry, to take unnecessary vehicular trips off the highway, frees up capacity to support economic growth. Visitor numbers in Torbay in 2011 were up to almost

3million day visitors and over 1million staying visitors. Such numbers of people have a valuable impact on Torbay but substantial impact on the transport system.

Figures released in 2012 highlight the challenges faced by the Torbay economy. GVA per head levels in the Bay are the lowest in the South West and the 4<sup>th</sup> lowest in the UK. (ONS Regional GVA, December 2012). Reflecting the low productivity levels within the Bay, incomes are also below average. People working in Torbay earn on average £413 per week, while the average for residents is slightly lower at £408 per week. This average rate for those living in Torbay in 2012 was £105 below the national average that increased from £92 lower in 2011. This increase sees a return to the growing divide in wages between Torbay and the national average.

Worklessness is a real challenge in Torbay, with 23% of working age households in Torbay having no one in employment (Annual Population Survey 2011). 19.7% of the working age population are claiming some form of benefit (SWP Benefit Claimants Nov 2012), this compares to 14.6% across England and 13.4% in the LEP area. The graph indicates the levels of JSA claimants and highlights that whilst the seasonal trends in Torbay are consistent with elsewhere there is a much greater emphasis and the figures at all times, remain notable higher in Torbay than the comparison areas.



*Please explain how your proposal meets the objectives of the fund.*

The key objectives (supporting the local economy and facilitating economic development; reduce carbon emissions; deliver wider social and economic benefits for the community; improve safety; improvements in air quality; promoting increased levels of physical activity and health benefits) will be realised through this programme of initiatives in Torbay.

Encouraging travel by sustainable modes will reduce the vehicles on the local highway network and improve journey times and reliability for all. This is a significant factor in boosting economic growth and business investment in an area as well as opening up access to work for residents. Additionally the use of sustainable modes reduces carbon emissions, improves air quality, and promotes increased physical activity leading to notable health benefits.

SmartTravel Torbay will work with the deprived communities to improve health, social and economic positions and create a legacy of a reduced burden on health authorities through the promotion of sustainable, and active, travel. Delivering the cycle training will lead to improved safety of cyclists on the road network, along with an increased number of cyclists following the confidence to ride training.



Torbay is focused on maximising the public health benefits and will implement close cross-departmental working, including the provision of a shared officer that can contribute to the programme and its implementation.

### **B3. The Economic Case – Value for Money**

Please provide a description of your assessment of the impact of the scheme to include:

- Significant monetised and non-monetised costs and benefits;
- Significant positive and negative impacts (quantified where possible);
- A description of the key risks and uncertainties;
- Key assumptions including (but not limited to) appraisal period, forecast years, level of optimism bias applied; and
- A description of the modelling approach used to forecast the impact of the scheme and the checks that have been undertaken to determine that it is fit-for-purpose.

See Appendix B for Scheme Impacts Proforma. Please note this is a revenue only bid. .

For each element of your scheme as well as for the aggregated package, please attach:

- A completed Scheme Impacts Pro Forma which summarises the impact of proposals against a number of metrics relevant to the scheme objectives. The Pro Forma can be accessed from the Departments website and is published alongside this application form. It is important that bidders complete as much of this table as possible as this will be used by DfT – along with other centrally sourced data – to form an estimate of the BCR of the scheme. Not all sections of the pro-forma are relevant for all types of scheme (this is indicated in the pro-forma).
- A detailed description of the sources of data and forecasts used to complete the Scheme Impacts Pro Forma. This should include descriptions of the checks that have been undertaken to verify the accuracy of data or forecasts relied upon. This would most typically take the form of an Economic Appraisal Report. Please include references to this material against each metric in the Pro Forma.

See Appendix B for Scheme Impacts Proforma

*It is the responsibility of bidders to provide sufficient information for DfT to undertake a full review of the analysis.*

## B4. The Financial Case – Project Costs

Please complete the following tables. **Figures should be entered in £000s** (i.e. £10,000 = 10).

**Table A: Funding profile (Nominal terms)**

£000s	2015-16	2016-17	2017-18	2018 - 19	2019 - 20	2020 - 21	Total
DfT funding sought	695	0	0	0	0	0	695
Local Authority contribution	25	25	25	25	25	20	145
Third Party contribution including LGF	<i>LGF funding has been applied for but this project is not dependant on that delivery. The projects would be complimentary however. Explanation given under scheme summary and below.</i>						
<b>TOTAL</b>	720	25	25	25	25	20	840

Whilst Torbay have not chosen to link the funding between capital and revenue LSTF schemes, there are proposals set out within the SEP that indicate Torbay's ambitions with the delivery of infrastructure enhancements over the next six years that would be local sustainable transport schemes.

These are:

- Paignton East West Cycle Link (connecting to the new closed road circuit and velodrome)
- Cycle Hubs (located in each of the towns to provide safe and secure cycle parking and facilities)
- Walking Routes (around Torbay with focus on the key areas above)
- Paignton Bus and Rail Interchange (better connectivity between the existing stations, Network Rail have already been engaged on this)
- Torquay Station (improvements to access and interchange – TOC/NR have produced a masterplan)
- Torre Station (improvements to pedestrian access and connectivity to education sites, town centre, and nearby hotel accommodation)
- Green Bus Deal (working with local operators to improve bus efficiency in air quality action areas to improve the health and well being in the area)

Collectively the schemes are estimated at around £12.25m and will be match funded at around 30%. They form a programme of works between 2015 and 2021 with around £4m worth of schemes that can be commenced in 2015 subject to securing the financing through the Local Growth Fund.

Torbay is also investing in a new rail station within the Torquay Gateway Growth Area. This investment, of around £4m, part funded through the Strategic Economic Plan, will boost sustainable travel opportunities for longer journeys, particularly along the A380 corridor. The station offers very good value for money with high net present value and a BCR over 5.

A bid has also been submitted to the Single Local Growth Fund for Major Funding for Highway Improvements in the Torquay Gateway, enhancing the connectivity between the 'gateway' to Torquay and the town centre. This route also serves

some of the most deprived areas and links to the Hospital so will benefit from this bid. The junction improvements within this major funding bid will have significant economic benefits with a BCR 6.7.

The revenue aspects of the wider programme of Torbay improvements are independent of the capital schemes but will also support each of those schemes as they are funded and the infrastructure can be provided.

**Notes:**

- 1) Department for Transport funding must not go beyond 2015-16 financial year.
- 2) Bids that clearly identify a local contribution (local authority and/or third party) towards the project costs will be favoured. Ideally the local contribution should be at least 10% of the DfT revenue funding sought for revenue projects and 30% for capital and revenue schemes.

### B5. Management Case - Delivery

*Deliverability is one of the essential criteria for this Fund and as such any bid should set out any necessary statutory procedures that are needed before it can be constructed.*

- a) A detailed project plan (typically in Gantt chart form) with milestones should be included, covering the period from submission of the bid to scheme completion. The definition of the key milestones should be clear and explained. The critical path should be identifiable and any key dependencies (internal or external) should also be explained. Resource requirements, task durations and contingency should be detailed and easily identifiable. Dependencies and interfaces should be clearly outlined and plans for management detailed. [See Appendix C – Project Plan](#)
- b) **Where relevant**, if delivery of the project is dependent on land acquisition, please include a letter from the respective land owner(s) to demonstrate that arrangements are in place in order to secure the land to enable the authority to meet its construction milestones. [Not Applicable](#)
- c) **Where relevant**, please provide summary details of your construction milestones (at least one but no more than 5 or 6) between start and completion of works: [Not Applicable](#)

### B6. Management Case – Statutory Powers and Consents

- a) Please list separately each power / consents etc obtained, details of date acquired, challenge period (if applicable) and date of expiry of powers and conditions attached to them. Any key dates should be referenced in your project plan.

The proposal has the agreement of the executive lead for highways and transport and the authority's board representative on the Local Transport Board. There is cross party support for sustainable transport initiatives and the Local Transport Plan 3 has full Council approval.

b) Please list separately any outstanding statutory powers / consents etc, including the timetable for obtaining them.

A tender process will be carried out for the operation of the bus service. This will commence in October 2014 to enable the service to be operational in April 2015. The tender will follow the appropriate procurement rules which will include a standstill period at the end of the process.

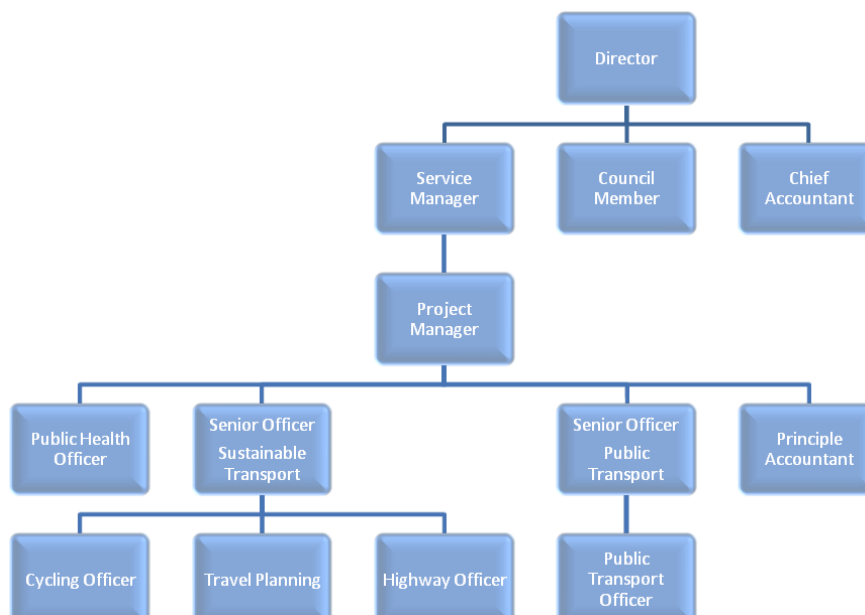
## B7. Management Case – Governance

The responsibility for the delivery will be with the Strategic Transportation team. The Senior Responsible Officer will be Sally Farley, Senior Service Manager Environmental Policy. Torbay Council has an excellent track record of working with partners to deliver successful schemes including the current work on the Local Sustainable Transport Fund, Travel Torbay Regeneration Project, Real time information and Local Pinch Point Fund.

A project governance and management structure has been established during the development of this bid in accordance with Council procedure and best practice methods as defined in PRINCE2.

Some elements will be delegated to other areas within the Authority for efficiency. A Project Team will be set up that will comprise active stakeholders including Senior Officers, Council Members, Strategic Transportation officer, Public Health officers, Highways officers, and members of the finance team. A broad indication of this is provided in the organogram below. The Project Manager, Service Manager, Council Member, Chief Accountant and Director would form the Project Board with the Project Manager leading the Project Team.

A separate Board will also be set up consisting of the Project Manager, Senior Transport Planner (Public Transport), Bus Operators, Ferry Operator, and Rail Companies to support the setup and implementation of Smartcard Ticketing.



## B8. Management Case - Risk Management

*All schemes will be expected to undertake a thorough risk assessment and a detailed risk register should be included in the bid. The risk assessment should be proportionate to the nature and complexity of the scheme. A Risk Management Strategy should be developed and should outline on how risks will be managed.*

See Appendix D

## B9. Management Case - Stakeholder Management

*The bid should demonstrate that the key stakeholders, Local Enterprise Partnerships, and their interests have been identified and considered as appropriate. These could include other local authorities, the Highways Agency, statutory consultees, landowners, transport operators, voluntary sector, local residents, utilities companies etc. This is particularly important in respect of any bids related to structures that may require support of Network Rail and, possibly, train operating companies.*

- a) Please provide a summary of your strategy for managing stakeholders, with details of the key stakeholders together with a brief analysis of their influences and interests.

Torbay Council has a corporate communications policy in place for all highway works and public transport information. The Council's communications team will assist in ensuring all stakeholders are kept informed including the ward partnerships and community groups, as well as local businesses.

Torbay Council will publish details of the scheme on its website and will keep information regularly updated.

The Council's Transport Working Party and executive lead will also be kept informed of the scheme progress.

The current Local Transport Plan, the aims of which are supported by this project, was subject to a full consultation with affected stakeholders prior to its adoption in 2011.

- b) Can the scheme be considered as controversial in any way?  
 Yes       No

- c) Have there been any external campaigns either supporting or opposing the scheme?  
 Yes       No

## B10. The Commercial Case

*Please provide evidence of the viability of a proposal and, where relevant, the procurement strategy that will be used to engage the market. This should include evidence that you are able to mobilise and begin to deliver at the start of the funding period if successful.*

The Council's procurement strategy will be used to engage the market for the improved bus service. A declaration from the Council's Head of Procurement and Section 151 officer can be found in Section D.

The project plan evidences that the work on this programme will commence before the funding period begins in April 2015. This is to ensure that the maximum benefits can be realised from the project.

*It is the promoting authority's responsibility to decide whether or not their scheme proposal is lawful; and the extent of any new legal powers that need to be sought. Scheme promoters should ensure that any project complies with the Public Contracts Regulations as well as European Union State Aid rules, and should be prepared to provide the Department with confirmation of this, if required.*

## **SECTION C – Monitoring, Evaluation and Benefits Realisation**

### **C1. Monitoring and Evaluation**

Please set out how you plan to measure and report on the benefits alongside any other outcomes and impacts of the scheme:

Monitoring and evaluation is an integral part of the bid as it is to the implementation strategy of the Local Transport Plan 3. This bid would be monitored against a similar basket of indicators to those detailed in the LTP3 and considered for each of the elements proposed above.

Ongoing monitoring and the resultant data are important in the ongoing formation of proposals and to ensure that schemes achieve the intended outcomes.

The objectives of this bid, namely:

1. Smarter Travel across Torbay
2. Improved Public Health
3. Sustainable Travel Opportunities for all, throughout Torbay, door to door
4. Support delivery of economic growth

In terms of milestones, Torbay aims to:

1. Have multiple multi-modal smart tickets in use by 2016
2. New bus service serving Torbay hospital in 2015/16
3. Be actively working with residents of deprived wards on smarter travel
4. Cycle training provision by 2015

Indicators that will be monitored include:

1. Reduce the levels of deprivation and scale of inequality (public health reporting)
2. Increased number of website hits on the TravelTorbay and Real Time Information sites (council monitoring)
3. Increased cycling (Annual population surveys)
4. Increased public transport patronage (ticket data returns)
5. Number of people taking up personal travel planning
6. Number of smart tickets sold
7. Numbers taking up cycle training
8. Number of children participating in walking to school programmes



## **SECTION D - Declarations**

See Separate Document

## **Appendix A – Supporting Letters**

See Separate Document

## **Appendix B – Scheme Impacts Proforma**

See Separate Document

## **Appendix C – Project Plan**

See Separate Document

## **Appendix D – Risk Assessment**

See Separate Document