Department for Transport

LSTF ANNUAL OUTPUTS REPORT 2012/13

This word document is provided to enable you to complete your report in draft, if you wish to do so. However, **all final outputs reports must be submitted through the online survey form**. If you use this document, please copy your answers into the online survey before 19th July 2013.

The survey is comprised of three sections – you will need to complete a separate copy of the third section (Section C) for every scheme element. There is a guidance document which accompanies this survey form. This can be downloaded from the front page of the online survey, at:
https://www.smart-survey.co.uk/s/LSTFAnnualOutputsReport

SECTION A: BACKGROUND AND CONTACTS

Q1. What is your Local Transport Authority name?
Nottingham City Council

Q2. What is your LSTF project name?
Nottingham Urban Area LSTF programme

Q3. Which geographical region are you in? ***(Please tick all that apply.)*** ✓	
	North East England
	North West England
	Yorkshire and the Humber
	West Midlands
X	East Midlands
	East of England
	South East England
	South West England
	London

Q4. What type of authority are you? *(Please tick all that apply.)* ✓	
	Borough Council
X	City Council
	County Council
	Integrated Transport Authority
	Unitary Authority
	Partnership of different authorities
	Other – please specify below if you feel you do not fit into one of the categories given:

Q5. What type of area does your LSTF project cover? *(Please tick all that apply.)* ✓	
X	City (100,000 people+)
	Urban (less than 100,000 people)
	Rural
	Please provide more details if you do not feel that any of the categories given above apply
The Nottingham LSTF programme covers the Nottingham City Council administrative area and the wider urban area forming part of Nottinghamshire and Derbyshire County Council's administrative areas.	

Senior Responsible Owner

Q6. Name of the Senior Responsible Owner:
Sue Flack

Q7. Position of the Senior Responsible Owner:
Director of Planning and Transport

Q8. Contact phone number of the Senior Responsible Owner:
0115 8763896

Q9. Email address of the Senior Responsible Owner:
Sue.flack@nottinghamcity.gov.uk

Official/Day to Day Project Manager

Q10. Name of Project Manager:
Rasita Chudasama

Q11. Contact landline phone number of the Project Manager:
0115 8763938

Q12. Mobile contact phone number of Project Manager (if available)?

Q13. Email address of the Project Manager:
Rasita.chudasama@nottinghamcity.gov.uk

Q14. Postal address for project correspondence:
Nottingham City Council Transport Strategy Team Development Loxley House, 4th floor Station Street
Nottingham
Nottinghamshire
NG2 3NG

Q15. If you have one, what is the website address for the project?
www.mynottingham.gov.uk/lstf

Q16. If you have web-published an annual outputs report, what is the website address?

SECTION B: PROJECT INFORMATION

Q17. Please provide an overall brief project description in no more than 100 words ***(This can be taken from section A2 of your bid document if unchanged.)***
Establish Nottingham as a national exemplar for integrated sustainable travel by: • Extending the smartcard transport offer to support multi-modal integration with travel

concessions and personalised journey planning services;

- Establishing a network of Community Smarter Travel Hubs providing smarter travel services to support low carbon and active travel choices including a programme of 20 mph limit areas;
- Developing the low carbon transport network to meet future business needs including electric buses, cycle infrastructure, car club and eco-efficient driving packages;
- Active travel solutions to provide activities and services for children, students and adults to encourage walking and cycling.

Q18. Is your team keeping a project diary? (✓)	
X	Yes
	No
Any comments:	
Prince 2 principles are being utilised in managing and directing this project. A series of logs including issue logs, risk logs and highlight reports are being used. Key project leads produce quarterly highlight reports which capture progress against key milestones and issues/obstacles. This is managed under the governance arrangements and reports are submitted to the LSTF Steering Group for consideration. Meeting minutes are recorded and circulated. In addition, a project plan of milestones and delivery dates is kept and reviewed.	

Q19. As part of your LSTF project, are you working in partnership with any of the following organisations ***(Please tick all that apply.)*** ✓	
X	NHS Trusts/Clinical Commissioning Groups
	Police
X	Schools/Colleges/Universities
X	Job Centre Plus
X	Employers
X	Chamber of Commerce
	Local tourist board, or other tourism organisations

	Energy providers
X	Bus or rail companies, or public transport providers
X	Bike hire shops or other cycling organisations
X	Car rental companies or car clubs
X	Charities, such as Sustrans or Living Streets
X	Local community groups
	Others (please specify)

Q20i. Did your original bid contain more than 7 Scheme Elements, OR have you changed the definition of the Scheme Elements from that given in your bid?	
	Yes (more elements or changed definitions)
X	No (neither of these)

IF YOU ANSWERED YES TO QUESTION 20i, PLEASE COMPLETE THE NEXT QUESTION. OTHERWISE, PLEASE SKIP IT.

Q20ii. Please provide details here about how any scheme elements in the original bid have been changed or combined. ***(In order to complete this form, you must limit your reporting to 7 scheme elements. If you need to do this, please agree how this will be done with DfT before proceeding.)***

Q21. Please list your Scheme Elements below
(Please refer to the guidance if you do not have pre-existing scheme element names, or have more than 7 scheme elements.)

i. Scheme Element 1
Smartcard development, integrated ticketing and multi-modal integration

ii. Scheme Element 2
Liveable Neighbourhoods and Community Smarter Travel Hubs

iii. Scheme Element 3

Worksmart business support and low carbon transport network development

iv. Scheme Element 4
Active Travel Partnerships and solutions

v. Scheme Element 5
Programme Coordination

Q22. Please complete the actual spend profile for each Scheme Elements named above, £000s, for the period 1st April 2012 to 31st March 2013

(Please note this question is compulsory)

	DfT-Funded revenue (as claimed, £k)	DfT-Funded capital (as claimed, £k)	Local Contribution Revenue (£k)	Local Contribution Capital (£k)	Total (£k)
Scheme Element 1	**1.294**	**0.531**	**2.150**	**1.200**	**5.175**
Scheme Element 2	**0.242**	**0.390**	**0.155**	**0.920**	**1.707**
Scheme Element 3	**0.355**	**0.920**	**1.164**	**2.210**	**4.649**
Scheme Element 4	**0.485**	**0.115**	**0.050**	**0.390**	**1.040**
Scheme Element 5	**0.055**	**0**	**0**	**0.090**	**0.145**
	Please check these totals equal the sum of all schemes listed above				
TOTAL	**2.431**	**1.956**	**3.519**	**4.810**	**12.716**

Q23i. Were there any variations in the amount you claimed from DfT in 2012/13 for any Scheme Element, which were more or less than 10% of the original amount set out in your bid document?

Yes	
No	**X**

IF YOU ANSWERED YES TO QUESTION 23i, PLEASE COMPLETE THE NEXT TWO QUESTIONS. OTHERWISE, PLEASE SKIP THEM.

Q23ii. Which of the following Scheme Elements had variations in DfT- funded claims of more or less than 10% of the original amount set out in the bid?

(Please tick all that apply.) ✓	
	Scheme Element 1
	Scheme Element 2
	Scheme Element 3
	Scheme Element 4
	Scheme Element 5

Q23iii. For every box that you have ticked above, please provide a brief description explaining why the Scheme Element Claim for 2012/13 varied by more or less than 10% of the original amount set out in the bid	

SECTION C: SCHEME ELEMENT

1. SMARTCARD DEVELOPMENT, INTEGRATED TICKETING AND MULTI-MODAL INTERGRATION

Q24i. Please can you provide an estimate of the average amount of staff time spent on this scheme element between 1st April 2012 and 31st March 2013 (in full-time equivalents?)
4

Q24ii. Is the scheme element purely about project management (including monitoring and evaluation)?	
X	No
	Yes, and I have more Scheme Elements to add
	Yes, and I have no more Scheme Elements to add

IF YOU ANSWER 'YES' TO QUESTION 24ii, YOU DO NOT NEED TO PROVIDE ANY FURTHER INFORMATION ABOUT THIS PARTICULAR SCHEME ELEMENT. IF YOU ANSWER NO, YOU NEED TO COMPLETE THE FOLLOWING QUESTIONS.

Q24iii. Please indicate which of the following modes this scheme element has focused on. ***(You must answer for each row.)***			
	Primary focus of scheme element	**Not primary focus, but directly affected by scheme element**	**Not directly affected by scheme element**
Walking		**X**	
Cycling	**X**		
Buses	**X**		
Rail	**X**		
General Traffic		**X**	
Cars		**X**	
Freight			**X**
Other, (please specify in the box)	Rail includes light rail General traffic – yes in terms of contributing to modal shift		

Q24iv. Did this scheme element primarily require:	
	Revenue funding (70% or more of the 2012/13 scheme element spend)
	Capital funding (70% or more of the 2012/13 scheme element spend)
X	Neither of the above

Q24v. Which of the following objectives is this scheme element intended to achieve? ***(Please tick all that apply.)*** ✓			
X	Reduce congestion	X	Reduce carbon emissions
	Reduce local air pollution	X	Increase physical activity
	Improve road safety	X	Encourage modal shift
X	Improve access to jobs	X	Support retail initiatives

	Support sustainable tourism		Support other enterprise initiatives
	Reduced the need to travel		Improve social inclusion
	Other (please specify)	Route planning and mapping, access to work	

Q24 vi. What type of people/community is the scheme for? *(Please tick all that apply.)* ✓	
X	Commuters
X	Job seekers
X	Tourists/visitors
X	Rail station users
X	All local residents
X	Schools and school users
	Other (Please specify in the box)

Q24 vii. What is the geographical area that this scheme element will cover (i.e. name of area, and size if known)?
The Nottingham urban area which serves a total population of 900,000

Q24 viii. How many people is this scheme element aiming to reach in total?
The project target is to increase the number of smartcards in circulation by 100,000 by 2014/15

Q24 ix. How many people did this scheme element reach in 2012/13?
In 2012/2013 21,794 additional Kangaroo travel smartcards were placed in circulation across all variants, this combined with 2011/12 results totals 60,794

Q24 x. Please provide a SUMMARY OF ACHIEVEMENT for this scheme element in 2012/13

Please note that this is a particularly important question on this form. You are strongly advised to consult the guidance document before completing it.

- **Continued enhancements to Citycard product**: Nottingham's integrated smartcard brings together retail, leisure, library and travel functions with a new look card design launched on a phased approach. Additional features to the Citycard have included the Citycard Cycles services, the ability to pay Nottingham City Homes rent payments at Paypoint machines across the city as well as payment for school meals. Discounts and savings are offered on a range of services such as eating out, great family days out,

cinemas, leisure activities and events, music festivals and more.

- **A total of 19,794 Kangaroo travel passes were sold** (across all variants), equivalent to a total of 1.192m days of travel. Monitoring has shown that 22% of tram journeys were taking place using Kangaroo cards (equivalent to 1.7vm passenger journeys per annum)
- **Discounted travel offers** with free all day all-operator travel via the Kangaroo to 700 low income school children (in term time only) and 1,300 16-18 year olds attending further education from September 2012. This scheme was jointly funded with the five participating further education establishments in Nottingham (New College Nottingham. Central, Bilborough College, Trinity and Access Training). This is in addition to the Job Seeker Trial which was launched in January 2012 offering half price Kangaroo travel to eligible long term unemployed from April 2012 for one year funded through the City Deal process with a committement to continue the trial in future years from LSTF.
- **Citycard secure parking facilities** including the expansion of the number of Citycard cycle parking facilities from 2 (at Broad Marsh Bus Station and Nottingham Station) to 8 with the addition of Lace Market car park, Queens Drive and Colwick, Wilkinson Street and Phoenix park and ride sites, Bulwell and Hucknall train stations and Victoria Bus Station. Registered Citycard users are able to use any of the 24hour Citycard Cycle Hubs which provide under cover parking, lighting, CCTV and Citycard access control lockers and doors for users own bikes.
- **Citycard Cycle Hire** was launched for commuters (booked at the Broad Marsh Travel Centre and 2 bus based park and ride sites) for 1 week, 1 month or 1 year. The service is available free to Kangaroo season card holders or offered at a discounted rate with any other valid Nottingham season travel card. In addition Citycard Cycles have been introduced for day hire (from just £4 a day) and on longer term rates offered from the Tourist Information Centre or Broad Marsh Travel Centre.
- **Over 500 Personal Journey Packs** were created for new employees for the new ASDA Home Delivery Centre crated near Bulwell in Nottingham. The packs helped support employees in their journeys to and from work. As part of the negotiations with ASDA bringing its first regional Home Shopping Centre to the City, transport issues were raised and the offer of personalised journey planning support and advice was provided through the LSTF programme. Within the packs over £20,000 worth of free kangaroo travel tickets were given to employees to promote the use of public transport. Alongside this, Nottingham City Council's Workplace Parking Levy funding provided £10,000 to fund the provision of new cycle parking shelters at the front of the store to support staff to adopt sustainable modes of travel to employment.

Q24 xi. Please provide any further relevant information about your scheme element delivery (e.g. challenges faced, lessons learned, etc...)

Further information:

- **Ticketing and Smartcard Strategy**: taking effect from January 2013, the plan was introduced setting out a range of ticketing and smartcard strategies to promote public transport use across Nottingham. It focuses on developing targeted discounts for key groups and developing an integrated smartcard platform to facilitate the cost effective administration of a diverse range of ticketing needs in partnership with local operators.
- **Ongoing promotion of Kangaroo integrated travel ticket** which offers unlimited all-operator travel on local bus, tram and train services within the Kangaroo scheme boundary. The Kangaroo is available as a 1 day or 1, 3, 6 or 12 month option for adults and children. It is available to purchase from the Broad Marsh Travel Centre.
- **Tendering for the smartcard retail network** was undertaken which will be implemented in 2013/14. LSTF funding is being used to establish a retail network for smartcards consisting of range of smartcard top up stations, ticket vending machines and pay points along NET tram platforms and validators available at key bus stops across the conurbation.

Challenges faced:

- Establishing a shared goal in partnership with local operators and moving the Citycard smartcard work forward to a project plan and specification was challenging due to each operators own plans in this area and often conflicting aspirations and expectations;
- Challenges were faced in delivering key milestones in the Citycard project in conjunction with administering the discounted travel scheme, particularly concessionary fares, job seeker and school/college travel due to staff time;
- Determining the best way to deliver a cost-effective and sustainable Citycard Cycles project with uncertainty over future revenue funding;
- Integrating delivery with other related project work with strict financial deadlines, for example, the LTP, Better Bus Areas, Green Bus Funds and City Deal programmes within the same time period was challenging.

Q24 xii. What evidence are you collecting and/or do you plan to collect about the outcomes or impacts of the activity?

Below is some of the evidence we are collecting and the results for 2012/2013

- Number of Citycards issued: **21,794**
- Number of personal journey plans issued: **209**
- Proportion of smartcards used for public transport journeys: **49%**
- Number of Kangaroo smartcards issued to 16-19 year old students: **1500**
- Number of outlets where smartcard top ups and TVMs installed: **1**
- Number of cycle hire bikes in circulation funded through LSTF: **20**
- Number of secure cycle facilities established: **6**

Q24 xiii. Do you have any supporting documentation to upload for this scheme element?
(Details of appropriate files are given in the Guidance document.)

Yes	
No	**X**

If you answer 'Yes' in Q24 xiii, the online form will then enable you to upload the relevant files.

2. Liveable Neighbourhood and Community Smarter Travel hub

Q24i. Please can you provide an estimate of the average amount of staff time spent on this scheme element between 1st April 2012 and 31st March 2013 (in full-time equivalents?)

20mph limits programme 2.5, TravelRight community smarter travel hub and associated cycling services 4.1

Q24ii. Is the scheme element purely about project management (including monitoring and evaluation)?	
X	No
	Yes, and I have more Scheme Elements to add
	Yes, and I have no more Scheme Elements to add

IF YOU ANSWER 'YES' TO QUESTION 24ii, YOU DO NOT NEED TO PROVIDE ANY FURTHER INFORMATION ABOUT THIS PARTICULAR SCHEME ELEMENT. IF YOU ANSWER NO, YOU NEED TO COMPLETE THE FOLLOWING QUESTIONS.

Q24iii. Please indicate which of the following modes this scheme element has focused on.
(You must answer for each row.)

	Primary focus of scheme element	Not primary focus, but directly affected by scheme element	Not directly affected by scheme element
Walking	**X**		
Cycling	**X**		
Buses	**X**		
Rail			**X**
General Traffic	**X**		
Cars	**X**		
Freight			**X**
Other, (please specify in the box)			

Q24iv. Did this scheme element primarily require:	
	Revenue funding (70% or more of the 2012/13 scheme element spend)
X	Capital funding (70% or more of the 2012/13 scheme element spend)
	Neither of the above

Q24v. Which of the following objectives is this scheme element intended to achieve?
(Please tick all that apply.) ✓

X	Reduce congestion	X	Reduce carbon emissions
X	Reduce local air pollution	X	Increase physical activity
X	Improve road safety	X	Encourage modal shift
X	Improve access to jobs	X	Support retail initiatives
	Support sustainable tourism		Support other enterprise initiatives
X	Reduced the need to travel	X	Improve social inclusion
	Other (please specify)		

Q24 vi. What type of people/community is the scheme for? *(Please tick all that apply.)* ✓	
X	Commuters
X	Job seekers
	Tourists/visitors
	Rail station users
X	All local residents
X	Schools and school users
	Other (Please specify in the box)

Q24 vii. What is the geographical area that this scheme element will cover (i.e. name of area, and size if known)?
The North locality which is a population of approximately 108,500 and 20mph area locations which is City wide (Nottingham City Council's administrative area has a population of 300,900 residents).

Q24 viii. How many people is this scheme element aiming to reach in total?
By the end of 2014/15 the Community Smarter Travel hub and its related activities aims to reach 32,000 individuals. Whilst the total head of population reached by the 20mph scheme is hard to determine, over 43,000 households will have been included within the scheme by the end of October 2013. This includes just three of the eleven areas that will eventually be included in the proposals which will encompass all of Nottingham City by March 2015

Q24 ix. How many people did this scheme element reach in 2012/13?

The Community Smarter Travel hubs reached 12,268 individuals

The 20mph scheme consultation reached 11,000 properties in it's first area.

Q24 x. Please provide a SUMMARY OF ACHIEVEMENT for this scheme element in 2012/13

Please note that this is a particularly important question on this form. You are strongly advised to consult the guidance document before completing it.

- **TravelRight:** Following a grant opportunity process, the City Council appointed RideWise Ltd who were successfully awarded a £165k three-year grant to work within the north locality of the city to deliver a programme of "TravelRight" sustainable travel activities and services to local citizens. RideWise recruited a **TravelRight Coordinator** to work with local third sector, community organisations, businesses and individual residents. The TravelRight Coordinator, through a presence the (Bulwell Riverside) Joint Service Centre, has embarked upon engaging the local community through a series of events and meetings to gather local understanding on priorities and needs. 12,268 people, (residents and professionals), have been directly engaged so far, whilst just over 12,000 people have been exposed to the hub services with 2,013 individuals attending events.
- After a lengthy community engagement exercise, TravelRight have been making significant progress in the north locality, **building positive relationships** and **developing innovative projects**. Active partners range from local schools to Neighbourhood Management, Sports and Leisure, and Families and Communities services within the City Council, right through to third sector organisations such as Eve Trades Community interest Company, and Broxtowe Education, Skills & Training (BEST) and community organisations such as Bulwell Forest Action Group and Aspley Lane and Bells Lane Partnership. This has created various projects so far, all with the aim of expanding local people's travel horizons, skills and access to employment opportunities.
- In 2012/13 **£40k intervention budget** was made available for smarter travel activities in the Travel Right area. Types of services delivered have included a cycling project offering a mixture of bike maintenance skills, cycle training, bike rides to employment sites and fun family bike rides, as well as sustainable travel support and advice. The project has reached over 30 young offenders, those not in employment, education or training and their families; organised active travel events with led walks and rides along historic green routes perfect for leisure and commuting; establishing a package of support to jobseekers and newly employed individuals, building on and enhancing the current half price travel jobseeker Kangaroo Citycard. Further information is provided in the Travel Right case study appendix.
- A TravelRight monthly **e-shot newsletter** has been developed with a current reader list of approximately 180 subscribers. The newsletter coves the key activities of the Travel Coordinator and the Travel Hubs promoting the use of sustainable transport modes.
- Consultation of Nottingham City's first **20mph limits** scheme in the pilot area of Sherwood was undertaken during 2012/13. Questionnaires were sent to all residents to be affected by the scheme with a total of 11,000 properties engaged with. Engagement events took place at local community groups and events which were attended by a variety of individuals from the local community. In 2013 the proposals were accepted by the Council and plans were put in place to implement the scheme. All nominated residential streets within the Sherwood area will have a 20mph limit put in place to promote safety and encourage active travel lifestyles. The scheme was launched in April 2013

Q24 xi. Please provide any further relevant information about your scheme element delivery (e.g. challenges faced, lessons learned, etc..)

Additional information:

- The **expansion of the Community Smarter Travel Hubs** to the wider urban area was progressed with £140k Public Health funding secured to fund the Neighbourhood Smarter Travel Coordinator posts for the City's central and south locality hubs and confirmation of £75k S106 funding through the County Council following agreement with Gedling and Broxtowe Borough Council's to expand the hubs to Arnold and Beeston. A commissioning exercise was undertaken in 2012/13 into 2013/14 to award funding to a successful third sector organisation to establish the Hubs.
- A **TravelRight** marketing toolkit was developed along with visuals for the TravelRight Coordinator to use in events and activities across the north locality.

Challenges faced:

20mph:

- The main challenge when undertaking a project of the scale of the **20mph limits** was that few, if any schemes of this size had been carried out within the Nottingham City conurbation previously. Guidance was therefore sought from other Core Cities and authorities who had experience in implementing area wide, large scale 20mph speed limits.

TravelRight:

- Meeting key stakeholders within local communities such as Ward Councillors and community engagement took more elapsed time than originally planned for because of the range, volume and diversity of community groups. However the consultation did throw up valuable feedback to inform activities and services to be delivered.
- Recruitment of community volunteers to champion sustainable travel has been difficult in areas of high levels of deprivation as there are already successful health related volunteering schemes and the motivation or time commitment is hard to obtain from individuals.

Q24 xii. What evidence are you collecting and/or do you plan to collect about the outcomes or impacts of the activity?

Below are some of the evidence we are collecting and the results for 2012/2013

Community Smarter Travel Hubs:

- Number of residents engaged and/or consulted across the area: **12,268**
- Number of people attending events: **2,013**
- Community groups visited and supported across the area: **21**
- Number of jobseekers benefiting from advice: **87**
- Number of volunteers becoming involved in wider volunteer network: **2**
- Take up of personalized journey planning: **5**
- Take up of cycle training: **133**
- Take up of community rides: **30**
- Take up of community walks: **25**

20 mph monitoring:

No data has yet been received from the 20mph scheme due to its implementation occurring in April 2013. the following information will be collected after the first year of implementation to monitor what the impacts have been:

- Levels of walking
- Levels of cycling
- Speed and flow of traffic within each area

Q24 xiii. Do you have any supporting documentation to upload for this scheme element? ***(Details of appropriate files are given in the Guidance document.)***	
Yes	**X**
No	

If you answer 'Yes' in Q24 xiii, the online form will then enable you to upload the relevant files.

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3. WORKSMART BUSINESS SUPPORT AND LOW CARBON TRANSPORT NETWROK DEVELOPMENT

Q24i. Please can you provide an estimate of the average amount of staff time spent on this scheme element between 1st April 2012 and 31st March 2013 (in full-time equivalents?)
4

Q24ii. Is the scheme element purely about project management (including monitoring and evaluation)?	
X	No
	Yes, and I have more Scheme Elements to add
	Yes, and I have no more Scheme Elements to add

IF YOU ANSWER 'YES' TO QUESTION 24ii, YOU DO NOT NEED TO PROVIDE ANY FURTHER INFORMATION ABOUT THIS PARTICULAR SCHEME ELEMENT. IF YOU ANSWER NO, YOU NEED TO COMPLETE THE FOLLOWING QUESTIONS.

Q24iii. Please indicate which of the following modes this scheme element has focused on. ***(You must answer for each row.)***			
	Primary focus of scheme element	**Not primary focus, but directly affected by scheme element**	**Not directly affected by scheme element**
Walking	**X**		
Cycling	**X**		
Buses	**X**		
Rail		**X**	
General Traffic	**X**		
Cars	**X**		
Freight	**X**		
Other, (please specify in the box)			

Q24iv. Did this scheme element primarily require:	
	Revenue funding (70% or more of the 2012/13 scheme element spend)
	Capital funding (70% or more of the 2012/13 scheme element spend)
X	Neither of the above

Q24v. Which of the following objectives is this scheme element intended to achieve? ***(Please tick all that apply.)*** ✓			
X	Reduce congestion	X	Reduce carbon emissions
X	Reduce local air pollution	X	Increase physical activity
	Improve road safety	X	Encourage modal shift
X	Improve access to jobs	X	Support retail initiatives
X	Support sustainable tourism		Support other enterprise initiatives
X	Reduced the need to travel	X	Improve social inclusion
	Other (please specify)		

Q24 vi. What type of people/community is the scheme for? *(Please tick all that apply.)* ✓	
X	Commuters
X	Job seekers
X	Tourists/visitors
X	Rail station users
X	All local residents
X	Schools and school users
	Other (Please specify in the box)

Q24 vii. What is the geographical area that this scheme element will cover (i.e. name of area, and size if known)?
The Nottingham Urban Area serves a population of 900,000

Q24 viii. How many people is this scheme element aiming to reach in total?
The original workstrand target was to double the number of businesses engaged with (2011 figure 1,000) resulting in 2,000 businesses to be engaged with.

Q24 ix. How many people did this scheme element reach in 2012/13?
4,000 businesses were engaged with during 2012/2013

Q24 x. Please provide a SUMMARY OF ACHIEVEMENT for this scheme element in 2012/13

Please note that this is a particularly important question on this form. You are strongly advised to consult the guidance document before completing it.

- A core **Greater Nottingham Transport Partnership (GNTP) worksmart business support** package has been enhanced with a new business liaison officer put in place alongside an annual calendar of planned business events. 3 GNTP Forums, 47 public events and 11 business events have been undertaken during the year alongside the launch of Nottingham City Council Workplace Parking Levy cycle infrastructure and parking management grants scheme for businesses which is complimentary to Big Wheel business support activities.
- The GNTP were commissioned to provide **Big Wheel marketing support** to other initiatives funded through the LSTF programme including Ucycle, ECO Stars and Travel Right. The use of the consistent brand is helping to deliver a consistent message of transport across the urban area. Web stats show an average readership of the Big Wheel website of 3,400 per month. 32 press releases were distributed and support was given for the circulation of an additional 28 partner releases. 19 bespoke online staff travel surveys were created for businesses supported through the Big Wheel Business

Club. 12 newsletters were distributed to an average number of 3,200 individuals.

- **Big Ideas survey 2012** final report was undertaken with 2000 individuals and representatives from 200 local businesses becoming involved, the results became available in June. The report detailed evidence on people's perceptions of and satisfaction with transport alongside aspirations helping to inform a range of improvements and initiatives needed to tackle particular travel barriers and attitudes to deliver solutions.
- **Victoria Embankment strategic cycle route**. A 230k investment was made to bring the road up to the standard that it can be included as part of the strategic cycle network, providing a key east – west link and access to south of the City via the pedestrian and cycle river crossings. The route will be used by local cyclists, cycle clubs and for cycling events such as the part LSTF funded three-day cycle festival (Cycle Live) and elite British Cycling racing events.
- The **first fleet of 8 electric buses** operated on the free City Council Centrelink service was launched by Norman Baker MP in September 2012. An order was placed for a further 19 electric buses for the Linkbus network for implementation in 2013/14. Since April 2012, 553,852 passenger trips have been recorded on the Centrelink and since its creation (2009) 1.6 million individuals have used the free service. With the additional buses it will make Nottingham's electric fleet the largest in the country.
- **Electric vehicle charging infrastructure** has been installed at key interchanges across the City with 4 charging points installed at Colwick park and ride and 2 at Nottingham Train Station. The points are to be used for charging of private vehicles.
- **Expansion of the national ECO Stars fleet management programme** across the urban area. Scheme had previously been delivered in Gedling and was expanded in March 2013 to support businesses based within the LSTF bid area with cutting business travel and fleet costs and promoting driver efficiency. The ECO stars personalised website was launched at www.thebigwheel.org.uk/ecostars - web stats show that these pages receive on average 1,352 'clicks' per month. By April 2013 a total of 27 companies were signed up to the ECO Stars scheme with 1,734 vehicles having been assessed and given a rating.

Q24 xi. Please provide any further relevant information about your scheme element delivery (e.g. challenges faced, lessons learned, etc..)

Challenges faced:

- Nottingham is experiencing an unprecedented year of investment with construction underway for a number of significant transport schemes including the Station redevelopment and expansion to the tram network. The adverse affect (or perceived adverse affect in the lead-in) to these major infrastructure works has been challenging. A key priority has been utilising LSTF smarter travel services to ensure that commuters are provided with information on alternatives so not to switch back to cars during the disruption.
- Business engagement under the current economic state has been challenging as businesses have less and less dedicated resources for travel planning services. Therefore more creative approaches have been required to get the sustainable transport message across.

Q24 xii. What evidence are you collecting and/or do you plan to collect about the outcomes or impacts of the activity?

Below are some of the evidence we are collecting and the results for 2012/2013

- Number of businesses supported (impacted by Workplace Parking Levy): **26**

- Number of employees engaged in support programmes: **9,321**
- No of all businesses supported**: 4,000**
- No of employees engaged in support programmes**: 6,700**
- Big Wheel Website**: 3,100** (average monthly visits)
- To develop an effective programme of press coverage and support: **34** press releases
- To provide an inclusion and supportive programme of events to promote sustainable transport and to engage with the public and businesses: **59**
- GNTP Forum events: **3** per year with attendance of 20-40 business reps per event

Q24 xiii. Do you have any supporting documentation to upload for this scheme element? ***(Details of appropriate files are given in the Guidance document.)***	
Yes	**X**
No	

If you answer 'Yes' in Q24 xiii, the online form will then enable you to upload the relevant files.

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4. ACTIVE TRAVEL PARTNERSHIPS AND SOLUTIONS

Q24i. Please can you provide an estimate of the average amount of staff time spent on this scheme element between 1st April 2012 and 31st March 2013 (in full-time equivalents?)
5.25

Q24ii. Is the scheme element purely about project management (including monitoring and evaluation)?	
X	No
	Yes, and I have more Scheme Elements to add
	Yes, and I have no more Scheme Elements to add

IF YOU ANSWER 'YES' TO QUESTION 24ii, YOU DO NOT NEED TO PROVIDE ANY FURTHER INFORMATION ABOUT THIS PARTICULAR SCHEME ELEMENT. IF YOU ANSWER NO, YOU NEED TO COMPLETE THE FOLLOWING QUESTIONS.

Q24iii. Please indicate which of the following modes this scheme element has focused on. ***(You must answer for each row.)***			
	Primary focus of scheme element	**Not primary focus, but directly affected by scheme element**	**Not directly affected by scheme element**
Walking	**X**		
Cycling	**X**		
Buses		**X**	
Rail		**X**	
General Traffic		**X**	
Cars		**X**	
Freight			**X**
Other, (please specify in the box)			

Q24iv. Did this scheme element primarily require:	
	Revenue funding (70% or more of the 2012/13 scheme element spend)
	Capital funding (70% or more of the 2012/13 scheme element spend)
X	Neither of the above

Q24v. Which of the following objectives is this scheme element intended to achieve? ***(Please tick all that apply.)*** ✓			
X	Reduce congestion	X	Reduce carbon emissions
X	Reduce local air pollution	X	Increase physical activity
X	Improve road safety	X	Encourage modal shift
X	Improve access to jobs		Support retail initiatives
	Support sustainable tourism		Support other enterprise initiatives
X	Reduced the need to travel		Improve social inclusion
	Other (please specify)		

Q24 vi. What type of people/community is the scheme for? *(Please tick all that apply.)* ✓	
X	Commuters
X	Job seekers
X	Tourists/visitors
X	Rail station users
X	All local residents
X	Schools and school users
X	Other (Please specify in the box)
Staff at institutions and 16-19 college students and undergraduate and postgraduate university students	

Q24 vii. What is the geographical area that this scheme element will cover (i.e. name of area, and size if known)?
The Nottingham Urban Area serves a population of 900,000

Q24 viii. How many people is this scheme element aiming to reach in total?
16,000 by 2015

Q24 ix. How many people did this scheme element reach in 2012/13?
6,188

Q24 x. Please provide a SUMMARY OF ACHIEVEMENT for this scheme element in 2012/13

Please note that this is a particularly important question on this form. You are strongly advised to consult the guidance document before completing it.

- Over the year the **Ucycle project** team have built partnerships with New College Nottingham, South College Nottingham and Bilborough College about participating in the expanded Ucycle scheme. Cycle infrastructure works were commissioned at three institutions (Central, New College Nottingham and Nottingham Trent University) to improve cycle access to and from the site and between campuses.
- Over **260 bikes have been re-loaned** available at the Universities following activities such as Fresher's Fayre's to engage new/existing students at the start of the academic year with regular planned activities taking place at partner organisations e.g. Br Bike events.
- The **Bike Shepherd citywide cycle security strategy** was launched by Sustrans and its partners during Bike Week 2012. Over 1,500 Bike Shepherd tags were issued in its first year and all 460 Ucycle bikes and the Citycard Cycles have been marked up to reduce and tackle cycle theft.
- **Cycling for All community programme** of fun days was established to run during summer months (March – October 2012) at Queens Drive Park and Ride. The project is

being delivered by Ridewise in conjunction with the City Council's public transport team after being successfully piloted during European Mobility Week 2012. The programme will offer monthly Sunday events with a range of activities including Dr Bike and led rides with a range of bikes for all abilities. As part of the All Ability Bike scheme 8 adult bikes and 3 children's bikes were purchased to become part of Nottingham City Council's fleet to be shared as a resource for various cycling activities.

- Sustran's and GNTP in conjunction with the City Council provided input and support during the **summer 2012 active travel events** including Cycle Live weekend (July) which saw 5,000 people attend, Tour of Britain (September) and the Go Greener European Mobility Week (September) which saw approximately 2,000 people attend along with Light Night in February 2013 which had an audience of 5,000. The City Council became one of 10 local authorities registered as full partners officially meeting all the European Mobility Week criteria. These were supported by a range of smaller scale community/public events throughout the year.

Q24 xi. Please provide any further relevant information about your scheme element delivery (e.g. challenges faced, lessons learned, etc..)

Additional information:

- **A Bike IT cycle promotion programme** is to be introduced in up to 12 secondary schools across the city. A grant was awarded to Sustrans to appoint a Bike IT officer to work alongside the City Council's road safety team to promote Bike It within schools. Recruitment of the post was completed in April 2013.

Q24 xii. What evidence are you collecting and/or do you plan to collect about the outcomes or impacts of the activity?

Below is some of the evidence we are collecting and the results for 2012/2013

- Average regular parked bike counts at each institution across the year:
  University of Nottingham: **402**
  Nottingham University Hospital: **70**
  Nottingham Trent University: **255**
  New College Nottingham: **9**
  Central College: **14**

- Programme of cycle related events/ participants attended**: 179** events with **2,298** attending

- Number of bikes loaned: **405**

- Total numbers of people engaged: **6,188**

- Total number of cycle spaces provided: **270**

Q24 xiii. Do you have any supporting documentation to upload for this scheme element?
(Details of appropriate files are given in the Guidance document.)

Yes	
No	**X**

If you answer 'Yes' in Q24 xiii, the online form will then enable you to upload the relevant files.

5. PROGRAMME COORDINATION

Q24i. Please can you provide an estimate of the average amount of staff time spent on this scheme element between 1st April 2012 and 31st March 2013 (in full-time equivalents?)
1.5

Q24ii. Is the scheme element purely about project management (including monitoring and evaluation)?	
	No
	Yes, and I have more Scheme Elements to add
X	Yes, and I have no more Scheme Elements to add

IF YOU ANSWER 'YES' TO QUESTION 24ii, YOU DO NOT NEED TO PROVIDE ANY FURTHER INFORMATION ABOUT THIS PARTICULAR SCHEME ELEMENT. IF YOU ANSWER NO, YOU NEED TO COMPLETE THE FOLLOWING QUESTIONS.

Q24iii. Please indicate which of the following modes this scheme element has focused on. *(You must answer for each row.)*			
	Primary focus of scheme element	**Not primary focus, but directly affected by scheme element**	**Not directly affected by scheme element**
Walking			
Cycling			
Buses			
Rail			
General Traffic			
Cars			
Freight			
Other, (please specify in the box)			

Q24iv. Did this scheme element primarily require:	
	Revenue funding (70% or more of the 2012/13 scheme element spend)
	Capital funding (70% or more of the 2012/13 scheme element spend)
	Neither of the above

Q24v. Which of the following objectives is this scheme element intended to achieve? ***(Please tick all that apply.)*** ✓			
	Reduce congestion		Reduce carbon emissions
	Reduce local air pollution		Increase physical activity
	Improve road safety		Encourage modal shift
	Improve access to jobs		Support retail initiatives
	Support sustainable tourism		Support other enterprise initiatives
	Reduced the need to travel		Improve social inclusion
	Other (please specify)		

Q24 vi. What type of people/community is the scheme for? ***(Please tick all that apply.)*** ✓	
	Commuters
	Job seekers
	Tourists/visitors
	Rail station users
	All local residents
	Schools and school users
	Other (Please specify in the box)
Staff at institutions and 16-19 college students and undergraduate and postgraduate university students	

Q24 vii. What is the geographical area that this scheme element will cover (i.e. name of area, and size if known)?

Q24 viii. How many people is this scheme element aiming to reach in total?

Q24 ix. How many people did this scheme element reach in 2012/13?

Q24 x. Please provide a SUMMARY OF ACHIEVEMENT for this scheme element in 2012/13 ***Please note that this is a particularly important question on this form. You are strongly advised to consult the guidance document before completing it.***

Q24 xi. Please provide any further relevant information about your scheme element delivery (e.g. challenges faced, lessons learned, etc..)

Q24 xii. What evidence are you collecting and/or do you plan to collect about the outcomes or impacts of the activity?

Q24 xiii. Do you have any supporting documentation to upload for this scheme element? ***(Details of appropriate files are given in the Guidance document.)***	
Yes	
No	

If you answer 'Yes' in Q24 xiii, the online form will then enable you to upload the relevant files.