Department for Transport

Local Sustainable Transport Fund Annual Outputs Reports 2013/14

SECTION A: BACKGROUND AND CONTACTS

Q1 The information in this survey is being collected by the Transport Research Laboratory on behalf of the Department for Transport. It will be used by the Department for Transport for reporting on the outputs of the Local Sustainable Transport Fund and for other analytical work, and may be shared with others where appropriate. The information you provide, other than personal data, may be made publicly available. Individuals named on this form may be contacted by the Department for Transport or its agents for further information. **(*Tick box*) (✓)**	
X	I understand that I am providing information on this basis.

Q2. What is your Local Transport Authority name?
Nottingham City Council

Q3. What is your LSTF project name?
Nottingham Urban Area LSTF programme

Q4. What type of area does your LSTF project cover? ***(Please tick one box.)*** ✓	
X	Town/City (100,000 people+)
	Urban (<100,000 people)
	Urban / rural mix
	Mostly rural
	Other (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 urban areas comprising the boroughs of Broxtowe, Gedling, Rushcliffe and the Hucknall town in Ashfield district in Nottinghamshire and the boroughs of Erewash and Amber Valley in Derbyshire.

Senior Responsible Owner

Q5. Name of the Senior Responsible Owner:
Sue Flack

Q6. Position of the Senior Responsible Owner:
Director of Planning and Transport

Q7. Contact phone number of the Senior Responsible Owner:
0115 8763896

Q8. Email address of the Senior Responsible Owner:
Sue.flack@nottinghamcity.gov.uk

Official/Day to Day Project Manager

Q9. Name of Project Manager:
Rasita Chudasama, Principal Transport Planner

Q10. Landline phone number of the Project Manager:
0115 8763938

Q11. Mobile phone number of Project Manager (if available)?

Q12. Email address of the Project Manager:
Rasita.chudasama@nottinghamcity.gov.uk

Q13. Postal address for project correspondence:
Nottingham City Council Transport Strategy Team Development Loxley House, 4th floor Station Street
Nottingham
Nottinghamshire
NG3 2NG

Q14. If you have one, what is the website address for the project?
www.nottinghamcity.gov.uk/LSTFProjects

Q15. If you have published an annual outputs report online, what is the website address?
www.nottinghamcity.gov.uk/LSTFProjects

SECTION B: PROJECT INFORMATION

Q16. Number of cycle parking spaces introduced or upgraded:
1,574

Q17. Number of kilometres of new or improved cycle or pedestrian routes, specifically: (Number of kms)	
i. On-road cycle lanes	2.03km
ii. Off-road cycle paths	0.2km
iii. Off-road shared cycle/pedestrian routes	3.15km
iv. Pedestrian routes	0km

Q18. Number of adults taking up the following services to encourage cycling or walking: (Number of Adults)	
i. Bike maintenance services or classes	Ucycle (University Hospital Trust): 478 Ucycle (University of Nottingham): 951 Ucycle (Further Education Establishments): 697 Community Smarter Travel Hub (North):461 Community Smarter Travel Hub (South):9 Community Smarter Travel Hub (central):15 Community Smarter Travel Hub (Broxtowe):100 Community Smarter Travel Hub (Gedling):53 Cycling for All:152 Ridewise: 124 **Total: 3,040**
ii. Adult cycle training	Cycling for All: 280 Community Smarter Travel Hub (South): 18 Community Smarter Travel Hub (Gedling): 45 Community Smarter Travel Hub (Central): 19 Community Smarter Travel Hub (Broxtowe): 22 Community Smarter Travel Hub (North): 471 Ridewise: *1062 **Total: 2,078**
iii. Bike buddy schemes	0

iv. Led walks	Community Smarter Travel Hub (North):131 Community Smarter Travel Hub (Central): 27 Community Smarter Travel Hub (Gedling): 2125* **Total: 2,283**
v. Led cycle rides	Community Smarter Travel Hub (North): 211 Community Smarter Travel Hub (Broxtowe): 21 Community Smarter Travel Hub (Gedling): 4 Ucycle (University of Nottingham): 38 Ucycle (Further Education Establishments): 53 Explore Nottingham cycling programme: *27 (excluded) British Cycling Sky Ride Local programmes: *25 (excluded) **Total: 379**
vi. Cycle loans	Ucycle: 1,235 Citycard Cycles: 9,431 Ridewise: 2,500 **Total: 13,166**
vii. Other services to encourage cycling or walking (please give number of adults benefiting, and specify the service).	8,049 race registrations (Cycle Live and Milk Races 2012 and 2013). 144 people through diversionary training and skills development (through 18 third sector community projects).

Q19. Number of rail stations where there have been improvements for passengers:
3

Q20. Number of new or improved bus services:
6

Q21. Number of bus stops with major improvements:
0

Q22. Number of workplaces (including sites for further or higher education) where new services, facilities or activities have been provided to reduce single-occupancy car use:
Businesses: 11,800 Universities: 3* Further Education Colleges: 3 **Total: 11,806**

Q23. Number of schools where new services, facilities

or activities have been provided to reduce car use for the 'school run':
54

Q24. Number of job seekers receiving individual support to help gain access to work:
952

Q25. Number of residential households receiving personal travel planning information, incentives and advice (PTP):
663

Q26. Number of adults receiving personal travel planning information, incentives and advice (PTP) through other channels: (Number of Adults)	
i. at workplaces	1,080
ii. at stations	555,000*
iii. at events / stalls elsewhere	3,648

Q27. Are there any details that we need to know in relation to the data that you have given above? If so, please give details, indicating which questions your answer applies to.

Q16: The **total number of cycle stands** of 1,574 has been derived from the number of cycle stands that have been introduced across sites at the two participating Universities (826); and Central and New College Nottingham (88) as part of the Ucycle active travel partnership project. 110 cycle stands were introduced at 11 Citycard secure access cycle hubs and provision of 550 on-street stands introduced across the city centre.

Ucycle:
University of Nottingham: 528
Nottingham Trent University: 298
Central College Nottingham: 58
New College Nottingham: 30

Citycard Cycle Hubs: 110
On-Street cycle spaces introduced across the city centre: 550

Q17: The numbers shown are new and improved routes completed since project inception (Main Bid announcement in 2012). The cycle routes infrastructure improvement schemes are currently underway and will be completed in late 2014.

Works completed to date include:
Victoria Embankment contribution to on road facilities – 1.9km
Colwick Park contribution to off road improvements – 1km
River Leen off road work – 0.58km
Harvey Hadden off road improvements – 0.27km
Woodborough road on road improvements – 0.13km

BMX off road track – 0.2km

Q18i. Bike maintenance and Dr Bike services to adults (total 3,040 adults) are provided as a core feature of our cycling and active travel programmes. Many of the services are delivered through the local sustainable travel training provider, Ridewise. Services were offered as part of the Ucycle active travel partnership to staff and students at the Universities Hospitals Trust, University of Nottingham and the three Further Education colleges participating in the scheme. In addition, services were provided via the five community smarter travel hubs, a free community cycling for all summer project and directly through the provider, Ridewise.

Q18ii. Adult cycle training has been offered to **2**,078 adults. The number is a cumulative total based on the various initiatives offered as part of key LSTF projects via local third sector provider Ridewise either through the free community cycling for all project and the five community smarter travel hubs. Of the total, 1,062 adults were provided with cycle training through applications received, paying customers in the urban area and Ucycle targeted clients.

Q18iv. The number of **participants engaging in led walks** was 2,283 people. A programme of local guided walks is being provided to adults and families as in two of the city community smarter travel hubs (covering the north and central locality) and the Gedling Borough hub. The attendees on the Gedling led walks figure (2,125) is derived from promotion of an existing walking programme in the Gedling area. 2014/15 data will be collected to record the increase of take up.

Q18v: The total **number of participants engaging in led cycle rides** amounts to 714. This has been provided through three of the TravelRight community smarter travel hubs based in the north locality of the city, Broxtowe and Gedling. In addition, further ride programmes were offered via the University of Nottingham and FE colleges Ucycle active travel project.

In addition, a programme of shorter distance community rides via the Explore Nottingham cycling project and medium-long distance Sky Ride Local rides have taken place. Whilst 52 rides have taken place the number of participants is not known at this stage.

Q18vi. 13,166 cycles have been loaned across a number of our services. The collective total of cycles loaned out to people has been taken from the number of bikes loaned through the Ucycle partnership (1,235); Citycard cycle hire (9,431); and through loans directly by Ridewise (2,500) to people learning to cycle with Ridewise (either on a lesson or for up to two months so they can practice or 'try before you buy' and to people without bikes on led rides.

Q18vii: Other services to encourage cycling have included cycle race opportunities and small-scale community projects run through the third sector partnerships. Active participation at the 2012 and 2013 Great Notts Bike Ride/Cycle live races have collectively seen 7,320 registered entries across all distance races. The Milk Race 2013 and 2014 events collectively saw 729 registrations.

A total of 18 projects have delivered diversionary or skills development activities to 144 people helping to improve access to employment and learning: 105 residents in the TravelRight North area received a recycled bike through 13 different projects. A further 39 individuals received a bike through 5 third sector bike recycling schemes across Nottingham. The bikes came from Nottinghamshire Police, National Police Aid Convoys, City, Experian, QMC and public donations. Bike buddying was also incorporated into these schemes with trips to major employment and learning sites.

Q19. **Improvements to rail stations:** Since project inception, secure Citycard cycle

parking facilities have been introduced at 11 key interchange locations across the city including Nottingham Station, bus and tram based park and ride sites and select city centre car parks. In addition, the Citycard cycle hire scheme has been rolled out at three train stations: Nottingham, Hucknall and Bulwell (and is also available at the Nottingham Tourist Information Centre). The free facilities include Citycard secure access doors, CCTV, lighting and in some cases lockers.

Q20. **Improved bus services:** The City Council is utilising a number of funding streams including the Green Bus Fund settlements with contributions from the Workplace Parking Levy, Nottingham Local Transport Plan and LSTF to electrify the Linkbus network which currently carries 8 million passengers per year. The free Centrelink bus service route has benefited from 4x electric buses and associated electric charging infrastructure to date. A further set of electric buses were rolled out on the Localink (L1, L2, L9, L64) and Worklink W3 services. The Medilink service (connecting the Queens Medical Centre and City Hospital along the Ring Road) was next to introduce electric midi-buses on its service. Orders for the new buses were placed during 2013/14. The electric buses produce 30% less carbon emissions than standard Euro 3 engines.

Q22. **Number of workplaces (including further or higher education) where new services, facilities or activities have been provided to reduce single occupancy car use:** 11,806 businesses have been supported via the Worksmart business support workstrand benefiting from business events, active travel promotional activities, master classes and forums, personal journey planning support and business travel survey support alongside one to one information and advice via the Greater Nottingham Transport Partnership (GNTP) Business Club. Six education establishments have also benefited from advice: the Nottingham University Hospital Trust, University of Nottingham and Nottingham Trent University and three Further Education colleges as part of the Ucycle active travel partnership.

Q23. Number of schools where new services, facilities or activities have been provided to reduce single occupancy car use: 54 schools have been engaged with across a combination of initiatives include BikeIT (7 secondary schools), Bikeability (18 schools) and the Lifecycle (29) child cycle training and road safety awareness programme.

Q24. 952 job seekers have received individual support to help gain access to work. This has been through receiving one to one/individual support through all five community smarter travel hubs either through personalised journey planning, advice and/or discounted travel support.

Breakdown of figures are:
Community Smarter Travel Hub (North): 906
Community Smarter Travel Hub (Central): 2
Community Smarter Travel Hub (South): 24
Community Smarter Travel Hub (Gedling): 14
Community Smarter Travel Hub (Broxtowe): 6

Q25. The number of residential households receiving personal travel planning information, incentives and advice was 663 people. This number is derived from the coordinators work with households across all five of the community smarter travel hubs.

Breakdown:
Community Smarter Travel Hub (North): 473
Community Smarter Travel Hub (Central): 75
Community Smarter Travel Hub (South): 70
Community Smarter Travel Hub (Gedling): 19
Community Smarter Travel Hub (Broxtowe): 26

Q26i. The number of adults receiving personal travel planning information, incentives and advice through other channels totalled 1,080 workplaces. The total adults at workplaces supported were via the Greater Nottingham Transport Partnership (GNTP) Business Club activities, events and one to one support.

Q26ii: Journey planning advice was provided surrounding the Nottingham Station closure during Summer 2013 to allow for the major re-signalling works which affected approximately 15,000 people each day totalling 555,000 potential passengers across the 37 days of disruption. Journey planning information was coordinated with East Midlands Trains and Network Rail.

Q26iii: 3,648 people were supported through engagement at large scale events (2,477) via the Greater Nottingham Transport Partnership (GNTP) and Sustrans at the University of Nottingham (136) and Mobile Travel Centre (1,035).

GNTP: 2,477
Mobile Travel Centre:1,035
Ucycle (University Of Nottingham events): 136

Q28. Is there any overlap between your project and another LSTF project, which means that we will risk double-counting, if we simply add up all the answers received from separate projects to the questions above? If so, please give details, indicating which questions your answer applies to if relevant.
No.

Q29. Are there any amendments to these questions that you would like to see included in the same survey next year, in order to capture as full a picture as possible of the overall effects of the LSTF programme? If so, please give details, indicating which questions your answer applies to where relevant.
Currently questions (Q24 – Q26) ask for data on the No. of jobseekers, No. of households and No. of adults receiving PJP incentives etc. The Nottingham LSTF programme is delivering initiatives and schemes to support children as well as adults (not just job seekers) but those from low income backgrounds. Inclusion of these would be helpful in a consistent format to reflect the complete spread of support provided.

SECTION C: 2013/14 PROJECT INFORMATION

Q30. Is your team keeping a project diary? (✓)	
X	Yes
	No
Any comments:	
The Nottingham LSTF programme is managed and coordinated by Nottingham City Council staff. Crucial project diary elements are kept to ensure successful and effective programme/project delivery and management. These are in line with Prince 2 project management principles. Project business cases/initiation documents set out the descriptions and objectives of	

the projects. Project plans contain a schedule of key milestones and dates for project completion. Through the commissioning activity of the projects (which includes Service Level Agreements and Contracts), human resources have been specified identifying the roles and responsibilities of key staff, outputs and timescales for delivery and also monitoring and reporting requirements. The Council actively uses key logs including issue logs and risk logs to manage and monitor changes.

The LSTF project teams meet on a quarterly basis via the LSTF Steering Group when highlight reports are submitted with information on progress with delivery, delays/issues and any challenges and lessons learned are discussed. These meetings are minuted, circulated and reviewed. This is all managed under the governance arrangements for the LSTF programme.

In addition, a communications forward plan is maintained and updated, supported by an LSTF Communications and Marketing sub-group to ensure opportunities for cross-promotion of initiatives to achieve maximum take up of smarter travel services are realised.

All this information is provided on the City Council's web project management system, P2.net – procured to oversee the coordination and delivery of the Nottingham Local Transport Plan programme.

Q31. Please can you provide an estimate of the average amount of staff time spent on this LSTF project between 1st April 2013 and 31st March 2014 (in full-time equivalents)? For example, 3 full-time staff should be recorded as '3'.

A total of 42 FTE staff time was spent on working on the Nottingham LSTF projects during 2013/14.

Of those, LSTF funding directly supported 14.5 FTEs.

The total figure excludes the wider network of freelance cycle trainers, bike maintenance and events staff who are employed on a casual basis by our delivery agents to run programme activities. The figure also excludes volunteer time spend on supporting LSTF project delivery.

Total 42 FTE time spent on LSTF:
AccessAdvisr: 1
20mph: 2
Worksmart: 2.5
BikeIT: 1
Bikeability: 1
Lifecycle: 2
Road safety:
Mobile travel Centre: 4
Safer Routes: 1
Ucycle: 4
Smartcard Development/Integrated Ticketing: 4
Linkbus Conversion to electric: 2
Citycard Cycles/Cycle Hubs: 1
Community Smarter Travel Hub (South): 1
Community Smarter Travel Hub (Gedling): 2
Community Smarter Travel Hub (Central): 1
Community Smarter Travel Hub (Broxtowe): 2

Community Smarter Travel Hub (North): 3
Active Travel Events: 1.5
Cycle Infrastructure/Promotion: 1
Eco Stars: 1.5
Cycling for All: 1
Programme Management: 2.5

Total 14.5 FTE LSTF funded:
Worksmart: 2 (GSW, HH, HM)
Bike IT: 1 (DS)
Mobile Travel Centre: 2
Ucycle: 3 (JW, SE, extra)
Events: 1.2 (TB, NH)
Cycling for All: 0.8 (KM)
Hub (North): 2
Hub (Gedling): 1 (excludes CSTH as via s106)
Hub (Broxtowe): 1 (excludes CSTH as via s106)
Hub (Central and South): 0 (as via PH money)
Road safety: 3
Programme: 1.5 (GC, TR)

Q32a. Your Scheme Element definitions must match those used in 2012/13. (The list of names used for scheme elements in 2012/13 can be downloaded at:

http://www.smartsurvey.co.uk/_files/cabinet/17988/671_scheme_element_names_for_2012-13.pdf).

Consequently, please can you confirm the following: (*Tick box*) (✓)

X	**I confirm that the Scheme Element definitions used for reporting in 2013/14 will be the same as those used in our 2012/13 report.**

Q32b. Please list your Scheme Element names below.

(In most cases, these should be the same as last year. However, if your previous scheme element name was more than 5 or 6 words, please provide a shortened version.)

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 Monitoring

Q33i. Please complete the actual spend profile for each Scheme Elements named above, £000s, for the period 1st April 2013 to 31st March 2014

(Please note this question is compulsory.) Please make sure that spending is entered against the correct scheme element, AND IS ENTERED IN £000s. Please round figures to the nearest thousand.

	DfT-Funded revenue (as claimed, £k)	DfT-Funded capital (as claimed, £k)	Local Contribution Revenue (£k)	Local Contribution Capital (£k)	Total (£k)
Smartcard Integration	**1,096**	**367**	**1,013**	**130**	**2,606**
Community Hubs/ Liveable Neighbourhoods	**745**	**389**	**349**	**226**	**1,709**
Worksmart business support	**376**	**1,338**	**2,302**	**951**	**4,967**
Active Travel Partnerships	**519**	**0**	**170**	**92**	**781**
Programme Management	**137**	**0**	**0**	**94**	**231**
	Please check these totals equal the sum of all schemes listed above				
TOTAL	**2,873**	**2,094**	**3,834**	**1,493**	**10,294**

Q33 ii. Are there any details that you need to provide in relation to the numbers given in question 33i? If yes, please provide details and specify which scheme element the comments relate to.

The Nottingham LSTF programme was successful in receiving Key Component and Main Bid funding awards. Funding for the programme has been recorded and managed separately, however Q33i above includes revenue and capital totals from both programmes. If required, a breakdown can be provided.

The local contributions quoted are made up from contributions from the private sector, other City Council resources, other public sector (universities, colleges) funding. Nottingham Workplace Parking Levy revenue and Nottingham/Nottinghamshire Local Transport Plan allocations. The contributions exclude other funding from the DfT such as the Green Bus Fund, Cycle Safety Fund etc.

Q34 i. Were there any variations in the amount you claimed from DfT in 2013/14 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.

Q34 ii. 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

Q34 iii. For every box that you have ticked above, please provide a brief description explaining why the Scheme Element claim for 2013/14 varied by more or less than 10% of the original amount set out in the bid.	

SECTION D: SMARTCARD DEVELOPMENT, INTEGRATED TICKETING AND MULTI-MODAL INTEGRATION INFORMATION FOR 2013/14

YOU WILL NEED TO COPY AND PASTE THIS SECTION, IN ORDER TO CREATE ONE FOR EVERY SCHEME ELEMENT THAT YOU HAVE AND CHANGE THE SCHEME ELEMENT NUMBER ACCORDINGLY.

Q35i. 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 35ii, 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.

Q35 ii. Please indicate which of the following modes this scheme element has focused on in 2013/14. ***(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		

Q35 iii. Did this scheme element primarily require:	
X	Revenue funding (70% or more of the 2013/14 scheme element spend)
	Capital funding (70% or more of the 2013/14 scheme element spend)
	Neither of the above

Q35 iv. 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 2015

Q35 v. How many people did this scheme element reach in 2013/14?
In 2013/14 24,380 Kangaroo smartcards were sold (across all variants – day ticket, 1, 3, 6 and 12 month ticket). To date (since December 2012), 85,174 passes have been sold.

Q35 vi. Please provide a SUMMARY OF ACHIEVEMENT for this scheme element in 2013/14 ***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 total of **24,380 Kangaroo travel passes** were sold (across all variants) in 2013/14 with over 10milion trips made across Nottingham using a smartcard over the year. The Kangaroo product allows individual's unlimited travel on all bus, tram and local train services in the Kangaroo (urban) area via a 1 day or 1, 3, 6 or 12 month option for adults and children. There is also the option of a college and sixth form travel card which

is offered to those from a low income background.

- **Citycard Cycle hire scheme** expanded during 2013/14 seeing the number of cycles in operation increase from 20 to 400 across Nottingham with 595 member sign ups and 9,431 cycle hire days recorded. Theese can be hired from the three train stations, the Tourist Information Centre and Broadmarsh Bus Station.
- **Secure Citycard accessed cycle parking facilities** have increased from 8 to 11 at key interchange points across the city: Nottingham Train Station, Broad Marsh Bus Station, Fletcher Gate car park, the Queens Drive and Colwick, Wilkinson Street and Phoenix Park and Ride sites, Bulwell and Hucknall train stations and Victoria Bus Station and Victoria leisure centre. 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 doors and lockers (at some locations). In 2013/14 the hubs recorded a total usage of 37,716 which equates to over 3,000 people accessing the hubs each month.
- **Smartcard retail network** tendering was completed for a £1.5 million retail network consisting of a 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 complete with upgraded online issuing/purchasing and top up facility. 4 trial kiosks have been installed with an implementation plan in place to roll out over 100 bus stop vending machines in 2014/15 along with over 100 payzone outlets.
- **Free term time travel** was provided to over 3,000 low income school children and 16 to 18 year old college students to help break down transport barriers to education and training. This scheme was jointly funded with the five participating further education establishments in Nottingham (New College Nottingham. Central College, Bilborough College, and Trinity and Access Training).
- **AccessAdvisr** is a website that aims to make peoples journeys easier by providing ease-of-access information in a map based style to disabled residents and visitors to Nottingham. The project was launched in June 2013 - to date over 700 visits have been made to the website by people (Internet protocol (IP) addresses located in Nottingham). The access advisr team have engaged with over 100 local disabled people's interest organisations/ groups and launched Community Pages providing Nottingham residents and visitors with information regarding what's on locally. The tool also features a smartphone app offring the same functions. Access Advisr is one of three projects operating in the UK (Nottingham, Lowestoft, Milton Keynes).

Q35 vii. Please provide any further relevant information about your scheme element delivery (e.g. challenges faced, lessons learned, etc...)

Further Information:

- The **discounted travel offer via Kangaroo Citycard** was expanded in 2013/14 following a £1 million award from the DfT to carry out a Smartcard Jobseeker Trial. The project has resulted in over 5,400 Jobseeker Citycard's issued to help support eligible long term unemployed people with half price kangaroo travel with 17% of pass holders going on to gain full or part-time employment. On the back of this initial success, LSTF funding is being used in 2014/15 to continue the offer for a further year in partnership with local operators who are also contributing to subsidise the scheme.
- In 2013 the **Public Transport Integration Board** was created including representation from the City Council, bus and tram operators within the Kangaroo area to be chaired by Stephen Joseph, Chief Executive of the Campaign for Better Transport. The Advisory Board covers the full range of public transport integration activities to coordinate, promote and provide a framework under which integrated public transport, particularly ticketing and information can be improved to increase patronage. The Board has helped to shape delivery of the LSTF proposals.
- **The Nottingham Bus Strategy 2014-2019** was produced following on from the Ticketing and Smartcard Strategy which took effect from January 2013. The strategy sets out the simple vision to ensure that buses play a central role in providing simple affordable and integrated public transport system across the conurbation.

Challenges faced:

- A particular challenge for the local authority has been integrating delivery of the LSTF projects with other related funded projects with strict financial deadlines. These included for example, the Nottingham LTP settlement, Better Bus Areas rounds 1 and 2 implementation, Green Bus Funds (various rounds) and City Deal (Job Seeker Trial) programmes within the same time period.

Q35 viii. 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 2013/14

- Number of Kangaroo Citycard issued: **24,380**
- Proportion of smartcards used for public transport journeys: **10 million trips per annum**
- Number of Kangaroo smartcards issued to 16-19 years old students: **3,000**
- Number of cycle hire bikes in circulation: **400**
- Number of cycle hire days recorded**: 9,431**
- Number of secure cycle facilities established: **11**
- Total number of secure cycle facilities usage: **37,716, over 3000 people per month**
- Total visits to AccessAdvisr site made by people in Nottingham: **704**

Q35 ix. Do you have any supporting documentation to upload for this scheme element?
(Details of appropriate files – and how to name your files – are given in the Guidance document.)

Yes	
No	X

If you answer 'Yes' in Q35 ix, the online form will then enable you to upload the relevant files.

Q35 x. Are there other Scheme Elements in your LSTF project?	
X	Yes
	No

SECTION D: LIVEABLE NEIGHBOURHOODS AND COMMUNITY SMARTER TRAVEL HUBS FOR 2013/14

YOU WILL NEED TO COPY AND PASTE THIS SECTION, IN ORDER TO CREATE ONE FOR EVERY SCHEME ELEMENT THAT YOU HAVE AND CHANGE THE SCHEME ELEMENT NUMBER ACCORDINGLY.

Q35i. 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 35ii, 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.

Q35 ii. Please indicate which of the following modes this scheme element has focused on in 2013/14. ***(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		

Q35 iii. Did this scheme element primarily require:	
	Revenue funding (70% or more of the 2013/14 scheme element spend)
	Capital funding (70% or more of the 2013/14 scheme element spend)
X	Neither of the above
Q35 iv. How many people is this scheme element aiming to reach in total?	
The five Community Smarter Travel Hubs collectively aim to reach 50,500 by March 2015 The City Council's 20mph programme aims to reach each household in the nine areas affected.	

Q35 v. How many people did this scheme element reach in 2013/14?

The five Community Smarter Travel Hubs collectively reached 107,960 people (double the original target).

The 20mph programme reached 45,000 properties in total in 2013/14.

Q35 vi. Please provide a SUMMARY OF ACHIEVEMENT for this scheme element in 2013/14

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

- The **expansion of the Community Smarter Travel Hubs** to the wider urban area was progressed (from 1 to 5) 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: two within the central and southern localities of the city run by national cycling charity Sustrans and one each within Broxtowe and Gedling Borough Council areas run by sustainable travel organisation Ridewise.
- **The five Community Hubs reached over 100,000 local residents** in total across all hub areas through local events, via local newsletters, surveys and community meetings.
- **Support for Jobseekers** has been provided to 952 individuals across all the Community Hub areas; support includes travel offers for new starters, apprentices and learners, travel planning support and activities such as led cycle rides and community walks and informational events. A volunteer network has also seen been introduced seeing 25 individuals becoming involved in the wider volunteer network gaining skills and or training. (See Q35ii for more information).
- **A programme of cycle training** has been implemented across the North locality seeing 471 individuals benefit from training; similar training has been made available to individuals across the other 4 hub areas seeing a total of 104 individuals undertake cycle training.
- **A programme of local community based active travel events** has been established across the hubs with over 8,500 attending events including 327 participants at community led cycle rides and 2,283 getting involved in led walks. Provision of active travel events is to be expanded in 2014/15 by the newly established Community Hubs to increase engagement across the areas.
- **7 new Cycle Centres** have been set up in Nottingham, Broxtowe and Gedling at Bestwood, Stapleford, Redhill, Carlton and Calverton providing weekly sessions offering expert tuition, free hire bikes, family friendly training, led bike rides and cycling advice and information. By end of 13/14 there were a total of 8 Cycle Centres in operation with 3 further locations planned to launch in summer 2014/15.
- **Journey planning support** has been provided to over 658 individuals across the Hub areas via email, phone, online journey planning tools and community surgeries.
- **The area wide 20mph limits** scheme was launched across all residential roads in the Bestwood, Bulwell and Bramcote Lane areas following successful consultation and construction (including the TRO process) adding to the first scheme introduced in Sherwood in April 2013. Initial post-implementation monitoring of the Sherwood scheme shows the area has seen a 1mph (7.6%) reduction in mean speeds on average across the monitoring sites and a 2.8mph (15.5%) reduction in 85th percentile speeds. Daytime levels of walking have seen an increase of 20% aggregated from counts at 13 sites.
- **Speed-watch groups** have been developed in Bulwell to support the 20mph programme in partnership with Nottinghamshire Police. Here volunteers are recruited to support the enforcement of the speed limits by reporting vehicles exceeding the limit to local Police. Currently 4 volunteers are involved in the scheme.

Q35 vii. Please provide any further relevant information about your scheme element delivery (e.g. challenges faced, lessons learned, etc...)

Further Information:

- **20mph limits** scheme consultation has been completed for 6 areas engaging with over 90,000 residents in total since inception; Bestwood, Bulwell, Sherwood and Lenton and Radford, Wilford, Meadows and Clifton.
- The Hubs programme has **generated employment for 32 individuals** in the sustainable travel sector.
    - The Hubs directly employ 10.8 FTEs comprising 5 Co-ordinators and staff (all previously unemployed or at end of contract) to assist with community engagement, administration and promotion. 21 individuals are indirectly employed including 14 new freelance cycle trainers.
    - 21 people have been trained as cycle instructors of which 10 have undertaken additional training as Skyride ride leaders leading to freelance employment to meet the local demand for skilled individuals required to provide sustainable travel services.
    - 18 volunteers have been recruited to date across the five Hubs providing office and event support; 3 of whom have already gone on to gain full time employment elsewhere. The economic value of the volunteers work is £6,839 based on the average weekly wage for Nottingham. These numbers will increase as the four newest Hubs progress their first full summer events programme in 2014.
- All Community Smarter Travel Hubs have carried out baseline surveys to identify the initial levels of sustainable travel usage and perceived barriers to greater use. These surveys have directed the local community led programmes. At this stage the pilot hub, TravelRight North, which has been going the longest has undertaken a follow-up survey which has shown encouraging increases in cycling and walking.

Challenges:

- Following the expansion of the **Community Smarter Travel Hubs** from 1 in 2012 to 5 in 2013 and the related set-up and procurement exercises which have both taken a significant amount of time, it has been challenging to find a balance between working with people face to face, which is time intensive and produces small engagement numbers but can be transformative for those individuals, whilst at the same time reaching large numbers of people to raise awareness, which is more efficient but harder to demonstrate direct impact on travel behaviour change.
- The City Council has worked with other Core Cities and local authorities implementing similar **area-wide 20mph programmes** to share best practice and lessons learned.

Q35 viii. 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 2013/14 Note: data shown reflects the combined outcomes for all the community hubs

- Number of residents engaged and/or consulted across the area: **107,960**
- Number of people attending events: **8,824**
- Number of jobseekers benefiting from advice: **952**
- Number of volunteers gaining skills/training: **21**
- Take up of personalised journey planning support: **658**
- Take up of community rides:**327**
- Take up of community led walks: **2,283**
- Number of people partaking in cycle training: **462**

Q35 ix. Do you have any supporting documentation to upload for this scheme element?

(Details of appropriate files – and how to name your files – are given in the Guidance document.)	
Yes	**X – include 20mph limits project profile**
No	

If you answer 'Yes' in Q35 ix, the online form will then enable you to upload the relevant files.

Q35 x. Are there other Scheme Elements in your LSTF project?	
X	Yes
	No

SECTION D: WORKSMART BUSINESS SUPPORT AND LOW CARBON TRANSPORT NETWORK DEVELOPMENT INFORMATION FOR 2013/14

YOU WILL NEED TO COPY AND PASTE THIS SECTION, IN ORDER TO CREATE ONE FOR EVERY SCHEME ELEMENT THAT YOU HAVE AND CHANGE THE SCHEME ELEMENT NUMBER ACCORDINGLY.

Q35i. 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 35ii, 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.

Q35 ii. Please indicate which of the following modes this scheme element has focused on in 2013/14. *(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		

Q35 iii. Did this scheme element primarily require:	
	Revenue funding (70% or more of the 2013/14 scheme element spend)
	Capital funding (70% or more of the 2013/14 scheme element spend)
X	Neither of the above

Q35 iv. How many people is this scheme element aiming to reach in total?

The original Worksmart business support workstrand target was to double the number of businesses engaged with (based on 2011 figure of 1,000 businesses) resulting in 2,000 businesses to be engaged with by March 2015

Q35 v. How many people did this scheme element reach in 2013/14?

3,800 businesses were engaged with in 2013/14

Q35 vi. Please provide a SUMMARY OF ACHIEVEMENT for this scheme element in 2013/14

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

- **Linkbus electrification**: Following the electric Centrelink service launch in September 2012 (which sees over 500,000 passenger trips per year) and electric buses on one Worklink service and on four Localink services. The City Council's Linkbus network has expanded to introduced electric buses onto the Medilink service which carries over 1.4m passengers per year (connecting two key employment sites – the Queens Medical Centre and City Hospital along the Ring Road and interchanges with two park and ride sites. There are now 28 fully electric buses in operation and a further 32 vehicles are on order (17 are due in August 2014 and 15 due in September 2015). Totalling 60 electric buses when operational, Nottingham will have the largest electric bus fleet in Europe, producing 30% less carbon emissions than standard Euro 3 engines. Funding for the vehicles has been provided by the City Council's Workplace Parking Levy, the DfT's Green Bus Fund, Nottingham LTP and Local Sustainable Transport Fund.
- **The worksmart business support** package is being delivered by the Greater Nottingham Transport Partnership (GNTP) which includes a dedicated business liaison

officer working to offer businesses with one to one specialist advice and support. The GNTP manage and run an annual calendar of planned business events and in 2013/14 over 3,800 businesses with over 16,900 employees were supported through 3 GNTP Business Forums, 14 business events and 56 small/medium sized events.

- **The national ECOStars fleet management and driver efficiency programme** membership has significantly increased following expansion in March 2013 from 7 businesses based in the LSTF area to 58 at the end of the financial year. Support has been provided to help save businesses money on their business travel and fleet costs and promotion of efficient driver training. Over 4,800 vehicles have been registered with the scheme and been provided with an efficiency rating. All vehicles are provided with a decal ratings sticker to promote their efficiency within their company vehicles and bespoke onsite advice offered to improve efficiency.
- **The Mobile Travel Centre** "Infobus" was launched in July 2013 visiting key areas across Nottingham providing travel information and services that were previously only available at the Broadmarsh Travel Centre. To date over 4,400 residents have accessed services from the Mobile Travel Centre and 1,035 people have received personal journey planning support, 1,408 Citycard's (including concessions) have been issued/renewed and 258 electric mobility scooters were also hired across the city allowing people to get around and about much more easily.
- **Cycle route works along the River Leen** have continued during 2013/14 with 580 meters of off road cycle lanes being improved. A BMX track was also built in an underused park in a deprived area of the city to encourage a wider interest in cycling away from everyday cycling linking with wider investment into the park.

Q35 vii. Please provide any further relevant information about your scheme element delivery (e.g. challenges faced, lessons learned, etc...)

Further Information:

- A procurement and tendering process was completed in early 2014 for a **Car Club** operator to become established in Nottingham supported by LSTF funding. The successful operator was identified as City Car Club currently operating in other core cities in the UK. The car club was officially launched in May 2014 with 8 vehicles on-street at key city centre locations. In its first month of operation, 118 members have registered (74 of which are business users) and 2,003 miles have been driven in total in the vehicles.
- The **conurbation-wide "Big Wheel" transport brand** was used to provide marketing support to other initiatives funded through the LSTF programme including Ucycle, ECO Stars and the TravelRight Community Hubs (Broxtowe, Gedling and the North of Nottingham City). Web stats show an average readership of the Big Wheel website of 6,400 per month. 22 press releases were distributed and support was given for the circulation partner releases. 28 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.

Challenges:

- Selecting the most suitable locations for the **Mobile Travel Centre** to visit was a process of trial and error in some localities as the physical logistics of parking a bus was not always possible due to high kerbs and planting. Additional tram works related road closures meant the MTC was not always able to park in the most desirable locations and for a period of time, Clifton was not served at all.
- Having a single point of contact at the **Big Wheel for business related support** has provided businesses with a greater feeling of stability and has helped to build up relationships one-to-one. By having this single point of contact and maintaining a database, which lists all contact points with businesses, a supportive customer relations approach has seen longer-term relationships with key business members flourish.

Q35 viii. 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 2013/14 • Number of businesses supported via the Worksmart business support scheme: **3,800** • Number of employees engaged in support programmes via the Worksmart business support scheme: **16,906** • Number of vehicles rated in the ECO Stars programme: **4,812** • Number of electric buses operating on the Linkbus fleet: **28** • Number of individuals engaged by the Mobile Travel Centre: **4,400** • Number of personal journey planning support provided through the Mobile Travel Centre: **1,035**

Q35 ix. Do you have any supporting documentation to upload for this scheme element? ***(Details of appropriate files – and how to name your files – are given in the Guidance document.)***	
Yes	**X Worksmart and electric buses**
No	

If you answer 'Yes' in Q35 ix, the online form will then enable you to upload the relevant files.

Q35 x. Are there other Scheme Elements in your LSTF project?	
X	Yes
	No

SECTION D: ACTIVE TRAVEL PARTNERSHIPS AND SOLUTIONS INFORMATION FOR 2013/14

YOU WILL NEED TO COPY AND PASTE THIS SECTION, IN ORDER TO CREATE ONE FOR EVERY SCHEME ELEMENT THAT YOU HAVE AND CHANGE THE SCHEME ELEMENT NUMBER ACCORDINGLY.

Q35i. 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 35ii, 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.

Q35 ii. Please indicate which of the following modes this scheme element has focused on in 2013/14. *(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)			

Q35 iii. Did this scheme element primarily require:	
X	Revenue funding (70% or more of the 2013/14 scheme element spend)
	Capital funding (70% or more of the 2013/14 scheme element spend)
	Neither of the above

Q35 iv. How many people is this scheme element aiming to reach in total?
The Ucycle project target is to reach 16,000 individuals across all institutions by 2015

Q35 v. How many people did this scheme element reach in 2013/14?
7,156 in 2013/14 (16,614 since inception)

Q35 vi. Please provide a SUMMARY OF ACHIEVEMENT for this scheme element in 2013/14 ***Please note that this is a particularly important question on this form. You are strongly advised to consult the guidance document before completing it.***
• Sustrans and GNTP in conjunction with the City Council supported an annual programme of **active travel events** during 2013/14 including the Milk Race, Cycle Live

Weekend and Light Night events, along with smaller scale active travel events. Collective attendance at the events was over 35,000 attendees, of which 2,477 were actively engaged in meaningful conversations around travel behaviour change and support. In total 31 public events were supported across the financial year.

- The Council's flagship **Cycle Live weekend** entered into its second year with the 2013 summer event. The weekend long cycle events, races and activities saw participation from 5,066 people (across all distance races) with a total of over 9,100 attendees, engaged a workforce of 360 people in physical activity and saw 258 volunteers take part to support the event. The marketing reach of the weekend was £8.5million with an economic impact of £214,000.
- **The Ucycle active travel partnership** has engaged with over 7,000 members of staff and students across the participating organisations (University of Nottingham, Trent University, Nottingham Universities Hospitals Trust, Central College Nottingham, Bilborough College and New College Nottingham). During 2013/14, 425 Ucycle bikes were loaned to staff and students across the University campuses.
- A **Sustrans BikeIT officer** began work within the Nottingham City Council's Road Safety team to promote BikeIT within secondary schools. To date the officer has worked with 6 secondary schools and 1 primary school over 3,000 pupils and 90 teaching staff through assemblies and directly engaging with 900 pupils and 50 teaching staff and parents through activities and events including cycle training.
- The **Lifecycle project** is designed to improve access to cycle training in primary schools by getting pupils involved in cycling activities from Year 1 upwards and enabling pupils to take part without the need to have their own bike. The scheme is operated by the City Council's Road Safety team in conjunction with RideWise (for Bikeability level two specifically). The scheme was delivered in 29 primary schools during 2013/14 delivering training to a total of 425 pupils of which 75 went on to progress to two wheel cycling without stabilisers. Out of the 29 schools who took part in lifecycle training, 14 have continued on to take part in Bikeability.
- **Bikeability** has been delivered in 18 schools with a further 11 booked in for the remainder of the academic year which equates to 40% of Nottingham Primary schools. 312 pupils have taken part in training since April 2013.
- The **Cycling for All** community programme of free monthly events ran across the summer months (March – October 2013) by Ridewise in conjunction with the City Council's public transport team. A total of 9 events were held at the Queens Drive Park and Ride site with 428 individuals attending and receiving advice and information. 250 individuals were also provided with free cycle training and 142 cycles were checked by Dr Bike.
- Improved **journey planning information for events** was provided from June 2013 with the creation of an online journey plan for those attending high profile flagship events across the city. Following on from the first pack of information for the Milk Race 2013, a further 14 event packs have been created over the year and published on the City Council's website for attendees to use in planning their route. The planners include information on all aspects of travel including: cycle hire, train usage, tram and bus services alongside car park and ride services. Data shows that over 2,000 people viewed the Light Night 2014 (latest event) web page. Please see section 35vii for further details.
- The LSTF has contributed to **Ucycle infrastructure Improvements** which have included a total of 136 cycle parking spaces have been installed across FE campuses, creating spaces for staff and students to park their bikes and encourage take up of active travel modes by reducing possible barriers as part of the Ucycle project.
- **Safer Routes to School improvements** have helped increase safety surrounding a local school area through the introduction of a new cycle path from a rear entrance of the school through to their existing cycle storage area at Fernwood Secondary School in Wollaton. The project has also installed Billy and Belinda bollards on an existing build-out again to stop illegal parking and to enable pedestrians to make safer use of an existing zebra crossing.

Q35 vii. Please provide any further relevant information about your scheme element delivery (e.g. challenges faced, lessons learned, etc...)

Further Information:

- **Integrated road safety improvements along Beckhampton Road** commenced with consultation underway. The safer routes improvements will improve access to and from two key schools; Robin Hood primary and Beckhampton Primary schools, nurseries in the area, an adventure playground and three neighbourhood shopping centres.
- Improvements to walking and cycling links from **Ruddington Lane to Farnborough Road** (linked to the NET Phase Two tram expansion programme) went underway in February 2014. The infrastructure works are scheduled for completion by March 2015 coinciding with the two new tram lines becoming operational.

Challenges Faced:

- The success of the **Lifecycle project** is resulting in difficulty in in-house staff resources have keeping up with the demand from Nottingham schools. In 2014/15, the project is aiming to prioritise those schools currently on the waiting list.
- **BikeIT:** Each of the engaged schools has a designated primary contact. In some cases the contact has proved either to have insufficient authority or to be extremely difficult to contact. This has slowed down the planning and delivery of activities and events. Also schools still prefer cycling activities to be provided for them rather than taking the lead in planning and running activities themselves.

Q35 viii. What evidence are you collecting and/or do you plan to collect about the outcomes or impacts of the activity?

In addition to the figures shown in the summary the below is some of the evidence we are collecting and the results for 2013/14:

- Number of active travel events (small, medium and large) supported by the Big Wheel Business Club and Sustrans**: 31** with over **35,000 attendees**
- Number of Ucycle cycle related events undertaken/ participant numbers: **272 events with 8,189 attendees.**
- Number of Ucycle bikes loaned to staff/students: **425**
- Total number of people engaged through the Ucycle programme: **7,156**
- Number of cycle spaces provided through the Ucycle programme: **914**
- Number of BikeIT events held: **70**
- Number of schools engaged in Bikeability: **18** (with 312 students undertaking training)
- Number of schools engaged in Lifecycle: **29** (with 425 students undertaking training)
- Number of individuals provided with information and advice at the Cycling for All events: **428**

Q35 ix. Do you have any supporting documentation to upload for this scheme element?
(Details of appropriate files – and how to name your files – are given in the Guidance document.)

Yes	**X Working with education sector project profile**
No	

If you answer 'Yes' in Q35 ix, the online form will then enable you to upload the relevant files.

Q35 x. Are there other Scheme Elements in your LSTF project?	
X	Yes
	No

SECTION D: SCHEME ELEMENT 5 INFORMATION FOR 2013/14

YOU WILL NEED TO COPY AND PASTE THIS SECTION, IN ORDER TO CREATE ONE FOR EVERY SCHEME ELEMENT THAT YOU HAVE AND CHANGE THE SCHEME ELEMENT NUMBER ACCORDINGLY.

Q35i. 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 35ii, 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.

Q35 ii. Please indicate which of the following modes this scheme element has focused on in 2013/14. *(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)			

Q35 iii. Did this scheme element primarily require:	
	Revenue funding (70% or more of the 2013/14 scheme element spend)
	Capital funding (70% or more of the 2013/14 scheme element spend)
X	Neither of the above

Q35 iv. How many people is this scheme element aiming to reach in total?
N/A Programme Management

Q35 v. How many people did this scheme element reach in 2013/14?
The largest reach of individuals across 2013/14 has been to 32,000 individuals via a Twitter message (retweeted several times via followers) successful tweets often pertain to major transport projects and the Citycard cycles scheme.

Q35 vi. Please provide a SUMMARY OF ACHIEVEMENT for this scheme element in 2013/14

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

- Development of **Outcomes Monitoring Framework** for the LSTF programme in line with DfT Monitoring and Evaluation Framework was approved and put in place during 2013/14 to oversee the monitoring activities across the Nottingham LSTF programme.
- The LSTF programme was vital in **supporting the coordination of Nottingham's major transport schemes** (Nottingham Express Transit Phase Two expansion, Nottingham Station redevelopment, Ring Road improvement and the Highway's Agency A453 widening scheme) by supporting people to seek alternatives to travel during the disruption and encouraging people to make those alternatives using sustainable modes. Coordinated information was procured in partnership with the key delivery partners to communicate and inform those affected by the projects.
- **A social media strategy** was developed including the creation of a new Transport Nottingham based Twitter and Facebook account to facilitate communications of transport schemes and initiatives, not just LSTF measures. Since launch in July 2013, more people are becoming aware of the sustainable travel options available to them – with 959 followers on Twitter and 202 Likes on Facebook.
- Following the creation of the **new Transport Nottingham Twitter and Facebook accounts**, a total of 334 posts have been made on the Facebook account and 915 made on Twitter. A detailed social media planner regulates the posts and aims to send out 1 message per day as standard. 867 retweets/likes have been received helping to push out our messages to further networks reaching more people: to date the largest amount of Twitter users seeing our messages through retweets alone is over 32k.
- **"My journey"** YouTube videos were produced in early 2014 in partnership with New College Nottingham and students from the college in their final year around sustainable transport which have had 238 views since the launch.

Q35 vii. Please provide any further relevant information about your scheme element delivery (e.g. challenges faced, lessons learned, etc...)

Further Information:

- The expansion of the Community Smarter Travel Hubs from one to five was undertaken by the City Council programme team in 2013/14 through a **third sector grant award process**. Through the process successfully appointed the local sustainable travel charity Ridewise (now renamed Sustainable Travel Collective Ltd) to deliver the two hubs in the Broxtowe and Gedling Borough Council areas and national cycling charity

Sustrans to deliver the two hubs in the central and southern localities of the city.

- The programme team completed the tendering and procurement process for a Car Club operator during 2013/14 and successfully appointed City Car Club as the preferred operator.
- The City Council, through learning from feedback from customers and the social media (Google Analytics) data will be **doing more to communicate via social media** including the creation of a LinkedIN account to communicate with local businesses in particular those affected by the Workplace Parking levy and plans are in place to further the Council's YouTube Channel by developing a series of "how to" informational videos following on from the "my journey" videos that were produced in early 2014.

Challenges faced:

- Communicating measures to promote and encourage sustainable transport use has been challenging due to the range of local delivery partners and organisations involved. Coordination of the Transport Nottingham social media accounts has helped to **promote cross-partner activities and events to customers**. Controls were put in place via weekly emails on the forthcoming news items and social media activity that has enabled greater forward planning from all partners to promote upcoming opportunities for people to take part. A detailed forward planner was also produced to allow partners to input months in advance allowing for better planning to take place.

Q35 viii. What evidence are you collecting and/or do you plan to collect about the outcomes or impacts of the activity?

- Number of followers/Likes: **1,161**
- Number of actively engaged users: **351**
- Total reach of communications activity: **Over 32,000**

Q35 ix. Do you have any supporting documentation to upload for this scheme element?
(Details of appropriate files – and how to name your files – are given in the Guidance document.)

Yes	**X smart communication project profile**
No	

If you answer 'Yes' in Q35 ix, the online form will then enable you to upload the relevant files.

Q35 x. Are there other Scheme Elements in your LSTF project?	
	Yes
X	No