



Department
for Transport

Local Sustainable Transport Fund 15/16 Revenue Application Form

Guidance on the Application Process is available [here](#).

Bids should be no more than 20 pages long (excluding supporting letters).

Applicant Information

Local transport authority name(s):

Darlington Borough Council
Hartlepool Borough Council
Middlesbrough Council
Redcar & Cleveland Borough Council
Stockton-on-Tees Borough Council – lead authority

Submitted by Tees Valley Unlimited

Bid Manager Name and position:

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SECTION A - Project description and funding profile

A1. Project name: Connect Tees Valley

A2. Headline description:

Tees Valley Unlimited (TVU) is a well established Local Enterprise Partnership (LEP) encompassing 5 unitary authority areas. We have developed focused priorities, in partnership with public and private sector organisations, building a consensus around our economic ambitions. These are set out in our Strategic Economic Plan (SEP). The support of local, national and EU programmes is critical to delivering our ambitions. The LSTF revenue project will complement the continued capital investment in sustainable transport outlined in the Tees Valley Unlimited SEP, Local Transport Plans and support clinical commissioning and public health programmes and outcomes.

The aim of the project is to invest in a transport system to:-

- Ensure that local people can travel sustainably to the 25,000 jobs to be created in the Tees Valley through the further development of quality **Inter Urban** rail, bus and community transport services.
- To improve accessibility to existing jobs and training, increase active travel, reduce reliance on private motor cars and reduce carbon emissions through **Local Sustainable** initiatives.
- Increase sustainable transport through **Marketing and Information** to reduce congestion and lower carbon emissions

This project builds on the investment and success of other Tees Valley wide public transport initiatives such as the Tees Valley Bus Network Improvement project £57m and Tees Valley Rail £4.9m. It also builds on specific expertise developed through the Cycling and Sustainable Demonstration Town projects in Darlington and current LSTF projects in Darlington, Redcar & Cleveland, Hartlepool (as part of Living Streets project) and Middlesbrough (James Cook University Hospital Rail Station).

A3. Geographical area:

The Tees Valley is polycentric in nature with main centres of population such as Darlington, Stockton, Middlesbrough, Hartlepool and Redcar, smaller market towns such as Yarm and Guisborough and more rural areas, particularly near the coast and towards Teesdale (see map). It has strong travel links to County Durham to the North and North Yorkshire to the south.

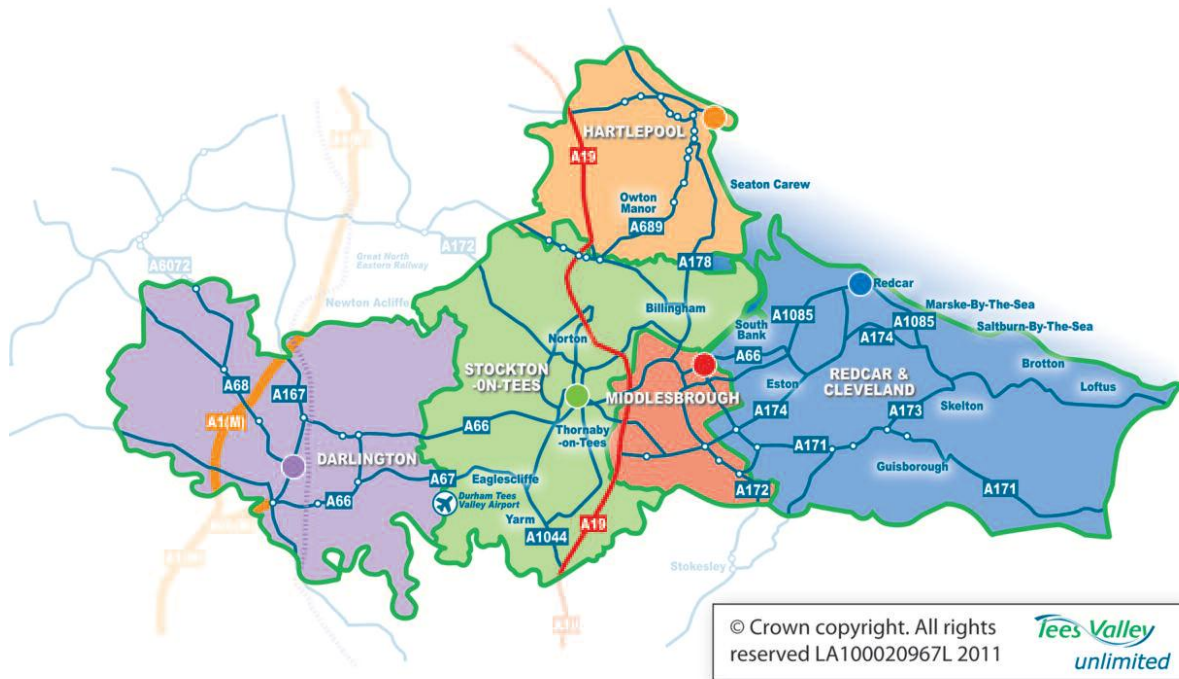
There is a total population of 664,000 and a working age population of 421,000, but currently there is an over-reliance on public sector jobs and large employers. The Strategic Economic Plan sets out how the area will support a more diversified and inclusive economy, facilitating the creation of 25,000 net new local jobs over the next decade. LSTF funding will support and compliment this significant capital investment.

The Tees Valley contributes £10.8bn to the national economy, hosts 50% of the UK's petrochemicals GDP and is a major hub for advanced manufacturing in subsea, biologics and process industry technologies. The economy is developing and establishing new business expertise in automotive, oil and gas, logistics, digital, creative, professional services and healthcare. Teesside University has expanded from its Middlesbrough home to

a new campus in Darlington and there are signs of economic growth as housing sites are under construction as well as new business and leisure facilities.

Tees Valley has an excellent transport network with the strategic road network managed by the Highways Agency - A1(M) A19(T) A66(T) A174(T) and A1053(T); Darlington Station on the East Coast Main Line and local passenger and freight rail services across the Tees Valley; Durham Tees Valley Airport; and Teesport, the 5th largest port in the UK with a new deep sea container terminal under construction that will link with the newly upgraded (W12) rail line to the ECML. Significant investment in bus services and facilities (through Tees Valley Bus Network Improvement Scheme) and sustained investment in cycling facilities ensure that sustainable travel is a viable option for many.

The area suffers from poor health outcomes, some areas of extreme deprivation and significant levels of disability, often exacerbated by isolation. LSTF funding will address this issue by informing residents of their travel options, particularly as a pathway to employment, encourage active and sustainable travel and encourage independent travel.



A map of the Tees Valley, detailing the housing and development sites as well as the capital sustainable transport schemes and inter-urban proposals can be found in **Appendix A3**.

A4. Total package cost (£m): £2.753m

A5. Total DfT revenue funding contribution sought (£m): £1.267m

A6. Local contribution (£m): £1.486m

The following local contributions have been secured:-

- North Tees & Hartlepool NHS Foundation Trust - £125k to implement their Transport Plan

- Hartlepool Borough Council - £26k – vehicle purchased to operate a service between Hartlepool and North Tees Hospital
- Middlesbrough College - £45k – to continue to support the Riverside Link to provide a door to door journey for students and staff
- Terrace Hill – £50k planning obligation to provide public transport to the Middlehaven site
- Bishop Line Community Rail Partnership - £15k – to support and enhance station adoption along the Tees Valley line
- Arriva - £903k – investment in new low carbon vehicles, driver training and marketing
- Tees Valley Local Authorities - £135k – to continue the programme of public transport marketing following on from Tees Valley Bus Network Improvement capital investment
- Teesport Link - £9.6k – forecast fares income (letter of support from PD Ports and ASDA)
- Middlesbrough Public Health - £10k – to support the active travel hub
- Middlesbrough Environment City - £10k to support cycling, including the Bike Academy
- Groundwork North East & Cumbria - £12,714 – contribution to developing walking to support the local economy and increase activity levels
- Hartlepool Borough Council - £20k officer time
- Fabrick - £20k to support sustainable transport initiatives
- Stockton Borough Council - £10k
- European Social Fund - £95k - £50k for Individualised Travel Marketing Employment project and £45k Stockton Active Travel Hub referenced in the letter from TVU as part of Tees Valley European Structural & Investment Funds Strategy

For confirmation of the local contributions please see letters of support in **Appendix A8**

A7. Equality Analysis

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

Yes No

A copy is available on request and is published on-line alongside this application form on www.teesvalleyunlimited.co.uk

A8. Partnership bodies:

The Tees Valley has well established and successful governance arrangements through TVU and a successful track record of working together with public and private sector partners.

Tees Valley Unlimited are submitting this LSTF bid. It has been developed in partnership with the local transport authorities of Darlington, Hartlepool, Middlesbrough, Redcar & Cleveland and Stockton-on-Tees. The letter of submission can be found in **Appendix A8**.

A8.1 Inter-urban travel

A. Bus operators – Tees Valley Bus Network Improvement Voluntary Partnership Agreement already in place – Arriva are working on investment plans for 2014/15 and 2015/16 Plus B2B marketing

B. PD Ports, ASDA, TESCO – involved in development of Community Transport to assist employees accessing sites which lack existing public transport access.

C. NHS – public health, James Cook Hospital, North Tees & Hartlepool hospitals – letters from North Tees & Hartlepool NHS Foundation Trust, public health Middlesbrough, Public

Health Hartlepool – working in partnership with public health bodies across the Tees Valley to encourage increased physical activity as well as providing information to patients, staff and visitors regarding their travel options.

D. Middlesbrough College – Having worked alongside Middlesbrough Council on a ‘Town Rider’ bus service the college would like to extend this support to achieve better door to door connectivity for their students across the Tees Valley.

E. Terrace Hill – private company with offices on Middlehaven and also financing new retail/leisure developments adjacent to Middlesbrough College.

F. Rail operators –Northern Rail/ Bishop Line – Enhancements have been made to the railway line through the Tees Valley, moving forward it is hoped that this will be capitalised on and the station adoption scheme which has been rolled out along the Bishop Line will extend across the Tees Valley and improvements will be publicised to potential new customers.

G. JobCentre Plus – Links have already been made across the Tees Valley and a precedent for working in Job Centres has been made within Darlington. This continued support and collaboration will assist job seekers across the area.

A8.2 Local short trips

A. Bike Stop – Bike Stop are a social enterprise which was set up with funding from the Darlington Borough Council LSTF project. Bike Stop are committed to expanding on their current delivery and also hosting an Active Travel Coordinator.

B. Middlesbrough Environment City – MEC currently run the Big Lottery Fund’s Communities Living Sustainably project and will provide additional support as part of this bid for cycling activities.

C. RNIB/Guide Dogs– specialist input into the delivery of schemes, initiatives and information and support for audio – visual announcements on buses.

D. Shopmobility – Middlesbrough Shopmobility are a current partner of Middlesbrough Council and assist residents in accessing leisure and shopping. They support improvements to bus services which will increase accessibility for customers.

E. Durham Constabulary launched Operation Spoke in December 2013 with the aim of tackling cycle theft across Durham and Darlington. This project has the support of all local bike shops in Darlington and is also being rolled out by PCSO’s at specific cycle security events.

F. Durham County Council – During the current LSTF programme Durham County Council have been working on a linked bid with Darlington Borough Council, this partnership will continue and will provide a broader knowledge base for the project to draw from.

G. Modeshift – Tees Valley authorities have been involved with Modeshift and the Modeshift STARS programme, this will continue into 2015/16 with collaboration across all of the Tees Valley authorities.

H. Groundwork – Groundwork have been involved in delivering community audits within Darlington over the course of the current LSTF period. They will extend upon this and deliver further programmes including ‘Fit Mamas’ and ‘Play Sessions’.

I. River Tees Rediscovered – This project aims to reconnect the local population with the River Tees and encouraging people to use sustainable modes to access it.

J. Thirteen Group – As a housing provider and employer across the Tees Valley Thirteen have provided in kind contribution to assist with access for residents and employees.

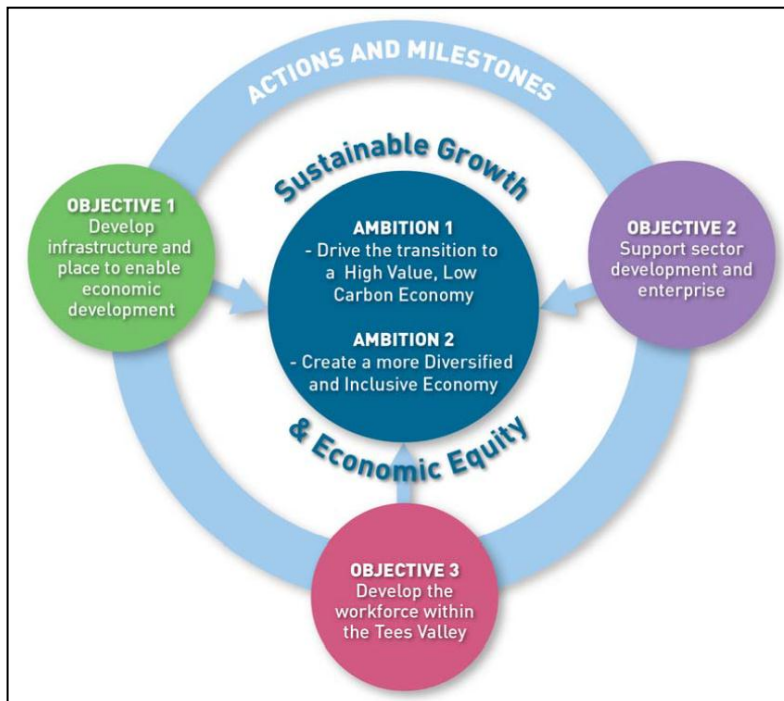
K. Stockton Borough Council – providing a financial contribution to an Active Travel Hub in Stockton.

L. Hartlepool College of Further Education – As leaders of Hartlepool Sporting Association the college are lending their support to help achieve the aims of increasing health and education through sport as well as other economic and carbon benefits.

Copies of the letters can be found in **Appendix A8**

A9. Local Enterprise Partnership:

Tees Valley Unlimited is the Local Enterprise Partnership for the area and is responsible for leading this proposal. TVU has a specific group to manage and deliver significant transport projects, the Transport & Infrastructure Group. The group has been involved in the development of this proposal and is acting as Sponsor for its implementation.



The Group is made up of representatives of all 5 Tees Valley unitary authorities, TVU and are attended by Network Rail, Highways Agency and private sector companies such as PD Ports.

There are 8 Key Priorities for Local Growth set out in the Draft Strategic Economic Plan, including recognition of the importance of connectivity, sustainable growth and economic equity (page 20).

There are 3 objectives which have been developed to deliver the two ambitions, as detailed in the diagram.

Objective 1- To Develop Infrastructure and Place to Enable Economic Development as is summarised as ‘developing infrastructure and place to enable economic developments forms the foundation of securing the future economic growth of Tees Valley by maintaining and improving our connectivity, ensuring that enabling infrastructure is robust and resilient, and improving and developing the quality of Tees Valley as a place to work, study and visit. Whilst the strategic road network remains important to support economic growth, the SEP sets out the need to invest and develop rail and bus services and support the development and use of sustainable transport. (Draft SEP; Pages 22 – 31)

The Tees Valley Implementation Plan sets out what future investment is needed to deliver the priority activities, programmes and projects for Connectivity, building on the Strategic Infrastructure Plan. This includes the Sustainable Transport programme. (Draft SEP; Page 77). This section will be revised in the final version following extensive discussion across the Tees Valley. Capital investment for sustainable transport is being submitted as part of the Local Growth Fund Bid and initiatives to support sustainable travel routes into employment and support businesses/employees to make sustainable transport choices forms part of the ERDF Thematic Objective 3, Enhancing the Competitiveness of SMEs.

The LGF sustainable transport elements are included in the map in **Appendix A3**, together with major development and housing sites.

Tees Valley Unlimited is fully supportive of this proposal and is submitting it on behalf of the Tees Valley authorities. A letter from the Chair is attached in **Appendix A8**

SECTION B – The Business Case

B1. The Scheme - Summary

The scheme has been developed to assist the delivery of the priorities as set out in our Strategic Economic Plan (SEP). The support of local, national and EU programmes is critical to delivering our ambitions. The LSTF revenue project will complement the continued capital investment in sustainable transport outlined in the SEP, Local Transport Plans and support clinical commissioning and public health programmes and outcomes.

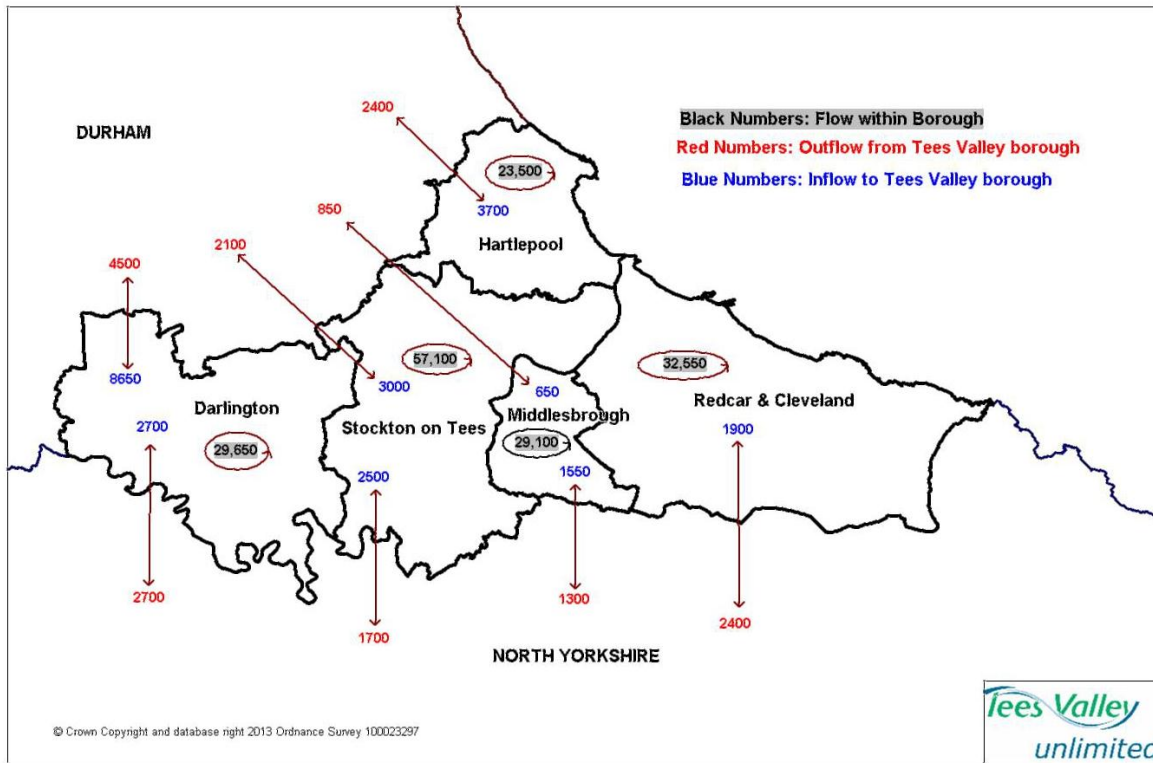
The Tees Valley is polycentric, with 5 main urban centres but also rural areas and smaller towns and villages. Travel to work data from the Census and the Annual Population Survey shows that whilst 91% of trips remain within the Tees Valley there is significant travel between some of the Boroughs and there are some strong links with urban centres in neighbouring authorities. The amount of travel by car and the distance travelled has increased during recent years, reflecting both the increase in car ownership but also the economic necessity of having to travel further to find employment. To tackle this, a number of things are happening – major employment and housing sites are being developed in more sustainable locations such as near to rail stations e.g. Central Park in Darlington. In addition, improved access by sustainable transport is being implemented to better connect residential areas to existing employment sites, including town centres, through projects such as TVBNI. This focus on the door to door journey is being supported by improved information, including the Connect Tees Valley information portal, real time information for bus and rail, high quality timetables at bus stops and the introduction of ticketing options using the North East Smart Ticketing Initiative as well as initiatives by the bus operators such as a real time app.

The sustainable transport element of our SEP and supporting Local Growth Fund submission focuses on the need to continue to develop sustainable transport facilities in local areas, such as cycle routes and improvement to bus passenger waiting facilities. This proposal focuses on a number of key travel to work corridors to provide sustainable travel options to both existing and future employees and to enable car drivers to switch to a comparable public transport service. Over 21,000 trips for work are made between Darlington – Stockton – Middlesbrough - Redcar and over 24,000 in the opposite direction. Darlington at the western end of the Tees Valley also has strong commuting ties to County Durham – Bishop Auckland, Newton Aycliffe, Durham and Barnard Castle – as well as to North Yorkshire – Catterick (home to the UK's largest military garrison with a population of over 13,000 and growing) and Richmond.

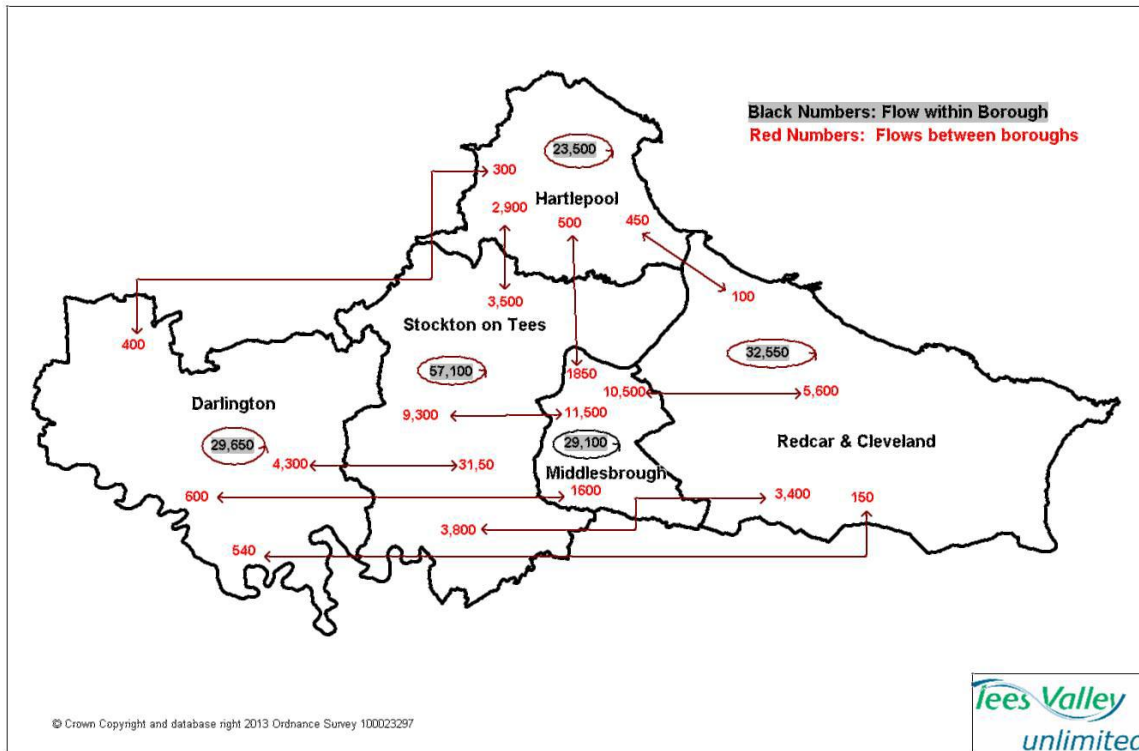
The Tees Valley Bus Network Improvement project has improved the quality of bus services across the Tees Valley and will be complete by March 2015. This has included investment in highway schemes to improve punctuality and reliability; enhanced passenger waiting facilities, real time, branding and the development of the Connect Tees Valley information portal, investment in new and refurbished vehicles by the bus operators, all supported by a Voluntary Quality Partnership Agreement. The Darlington LSTF Local Motion project took the approach of focusing on the travel to work corridor between Darlington and South County Durham with investment and marketing of enhanced bus services, improvements for passengers at rail stations and the completion of a cycle route. Though the project is not finished early indications are that this corridor approach is a good model to follow with patronage increasing and customer satisfaction up.

Therefore this corridor approach on key inter-urban commuting routes forms the first of the scheme packages.

APS TRAVEL TO WORK DATA 2011 - FLOWS TO NEIGHBOURING COUNTIES



APS TRAVEL TO WORK DATA 2011 - FLOWS BETWEEN TEES VALLEY BOROUGHS



Package 1 – inter-urban trips, accessing employment

Objective: Ensure that local people can travel sustainably to the 25,000 jobs to be created in the Tees Valley through the further development of quality inter urban rail, bus and community transport services.

Inter-urban corridors

Commercial Bus Service Improvements

- A key development was the introduction of the Arriva Sapphire service on one of the routes between Darlington and Durham. This provides a high quality service with low emission vehicles incorporating improved seating, free Wi-Fi, next stop announcements and driver training. This has been successful and in 2014/15 the same Sapphire service will be launched on services X3, X4 and 5/5A, improving travel between the communities on the east coast and Redcar and Middlesbrough. In addition X66 between Darlington – Stockton - Middlesbrough and X26/X27 Darlington to Richmond and Catterick in North Yorkshire will be upgraded and branded as MAX services as a pilot project. This bid seeks to further improve the MAX services in 2015/16 with next stop announcements. In addition Arriva will invest in new low carbon vehicles, with MAX standards on service X1 between Darlington and Bishop Auckland, and this bid seeks funding to upgrade 3 of the cascaded buses to MAX standards to operate an express type service between Darlington and Barnard Castle to launch following a 12 month road closure in May 2015. (Carlbury Slip, funded from Pinch Point funding). In addition service X1/X2 between Middlesbrough and Durham via Stockton will also be upgraded to MAX. The MAX standard includes branding, Wi-Fi and customer care training for drivers, as well as new fares and payment facilities.
- The marketing and Individualised Travel Marketing (ITM) programmes detailed in Package 3 will promote these high quality bus services across the Tees Valley, as well as the rail services and inter-urban cycle routes including NCN 14 and NCN1, to employees and those seeking employment. Successful approaches have been developed using Travel Advisors located within businesses or in JobCentre Plus, as well as other venues such as supermarkets. This work will be in partnership with the bus and rail operators and the Active Travel Team.

Riverside Link

- A Link Service has operated in Middlesbrough linking the bus and train stations to Middlesbrough College in Middlehaven funded by the College and Middlesbrough's LSTF project. Following the confirmation of further development in the Middlehaven area including a new supermarket, coffee shop and restaurants creating 340 new jobs, safeguarding 230 existing as well as creating temporary construction jobs, the developer will continue to fund an extended service. This service will provide a door to door service for students and staff to the college as well as for employees and customers to the new leisure and retail developments from April 2015. It will require marketing support. This service will be used as a business model for other employment sites with limited or indirect public transport accessibility such as the Teesport Link and Hospital link below.

Teesport Link

- Teesport is the 5th most important port by tonnage in the UK and a new deep sea container terminal is being developed at a cost of £300m. It employs around 2000

people and the growth of port centric warehousing and distribution, with the presence of Tesco and ASDA distribution centres has already contributed to the local economy and had further potential. In order to support its development plans PD Ports, TVU and Network Rail have funded gauge clearance of the rail line between Teesport and the East Coast Main Line to W12 (completed March 2014). Good road access needs to be maintained to the port but in order to enable those potential employees without access to a car to access existing and new jobs at Teesport some form of public transport is required. It is proposed to develop a community transport Teesport Link service to provide access to these jobs, in particular to meet the shift changeover times and linking to existing bus and rail services wherever possible. This is being developed in conjunction with PD Ports and major employers at the site. The business model is similar to the Riverside Link, in that it will be piloted through public funding and then funded by the employers or a commercial option with local bus operators, subject to a business case and continued growth at the port.

Hospital Link

- The North Tees and Hartlepool Trust are planning a new single site hospital at Wynyard but this is yet to secure full funding. In the interim period, services are being relocated from the Hartlepool site to the North Tees site (north Stockton) 26.7km away. Based upon the 2012/13 figures over 10,000 patients would be affected by the changes in provision. This is in addition to A&E and maternity services which have already moved. The total number of staff affected is close to 600. Healthwatch Hartlepool has undertaken research into the difficulties in travelling to the hospital by public transport, a round trip that takes between 3 and 4 hours. The NHS Foundation Trust and Hartlepool Council are investing £125,000 p.a. in their Transport Plan to enable those that work at or attend Hartlepool Hospital as a patient, volunteer, visitor or member of staff are able to travel as easily as possible. The Plan offers a minibus shuttle service (carrying 6000 people per month), a volunteer driver scheme (already carrying 200 patients per month), car sharing scheme for staff, discounted taxi rates and appointment times arranged to suit travel times. The partners are investing £26k in a larger accessible vehicle to increase the capacity of the shuttle service, in order to retain trained staff and to reduce private vehicle trips adding to congestion at the A689/A19 junction. This proposal is to appoint a coordinator to promote all the travel to health options between the hospital sites in Hartlepool and Stockton, but also to promote the wider travel options for residents in the Tees Valley and surrounding areas to access the main hospitals in Darlington, Stockton and James Cook University Hospital in Middlesbrough, including the new rail station at JCUH. A Travel to Health section will be developed as part of the Connect Tees Valley information portal.

Rail links

- There have been major improvements to passenger facilities and train services across the Tees Valley Rail Line resulting in growing patronage. Building on the success of station adoption on the Bishop Line we will work with Northern Rail and local businesses to support and enhance formal adoptees of stations. As well as helping to maintain the condition and appearance of the station facilities for passengers, it also helps to build patronage and will potentially support sustainable travel to stations.

Cycle Links

- The cycle network is already well developed across the Tees Valley with more schemes identified as part of the sustainable transport element of the Strategic Economic Plan and Local Transport Plans. Schemes constructed in 2013/14 and 2014/15 will provide additional links to Teesport and Teesside University for example and the Highways Agency are constructing a route alongside the A66 to link Darlington and Stockton. This bid supports the marketing of this expanding network, particularly to businesses along the key cycle routes.

Package 2 – local sustainable trips, with a focus on active travel

Objective: To improve accessibility to existing jobs and training and increase active travel through Local Sustainable initiatives.

The Strategic Economic Plan is a key driver for investment to bring about economic growth and reduce economic inequalities compared with other parts of the country. Success in modal shift is key to managing congestion and is a recognised way of reducing the need to invest in major infrastructure thus accelerating growth and development in a sustainable and efficient way. These packages will be essential in supporting the ambition of 25,000 new jobs in the Tees Valley; especially maximising opportunities for young unemployed people who need access to training and employment but cannot afford private transport.

Approximately 75% of all trips are ones people make to go shopping, visit friends and family, and access services, financially supporting the retail, leisure and commercial sectors across the Tees Valley. Also there are trips to education and training, important in skilling and re-skilling the current and future workforce. However with no planning these trips will generate car trips, congesting the highway network and hampering growth. Therefore in parallel to the investment in sustainable transport to employment sites there needs to be consideration to how short local trips can be made on foot, by bike or on a local bus or train service.

Across the Tees Valley there is generally poor health compared to the national average. The proportion of the population claiming health related benefits is higher than the national average as is the prevalence of unhealthy lifestyle risk factors such as smoking, obesity and physical inactivity. Programmes by local authorities, voluntary and community sector organisations and public health have been put in place to address this in terms of active travel but they are currently ad hoc and uncoordinated. There are benefits to be gained by coordinating this activity to improve health, for the total population but also with some focussed work with employers and their employees to gain the economic benefits associated with improved mental and physical health.

Therefore this proposal seeks to address sustainable transport for these short trips through the following initiatives:

Individualised Travel Marketing

- Travel behaviour change programme – to be delivered as targeted Individualised Travel Marketing with a team of Travel Advisors. Over a 12 month period these could contact 30,000 households across the Tees Valley. A programme will be developed which utilises this team to focus on travel to work journeys through partnership with local businesses, and Job Centre Plus, working in colleges and with training providers, and targeting those living within walking/cycling distance of rail stations, or within walking distance of the inter-urban enhanced bus services. The team will also support the Travel to Health coordinator. Evidence from current work in Darlington and County Durham shows that 25% of residents change their travel behaviour following a conversation with a Travel Advisor.

Active Travel Hubs and Coordination

- Continue to support active travel hubs across the Tees Valley and develop new/coordinate existing community level support to increase participation in active travel to achieve both transport and health benefits. The support will include ongoing support of Travel Hubs in Stockton, Redcar and Middlesbrough and an expansion of the cycle facilities in Summerhill, Hartlepool (including a programme to work with local businesses to increase active travel to work) and Bike Stop in Darlington. In addition there will be support and coordination of active travel in partnership with Groundwork North East and other community and voluntary organisations with the aim of sharing best practice around walking, maximising use of resources and developing capacity so that it can continue in the future with minimal support. The programme will seek to better meet the needs of target groups in local communities or areas such as disabled people and those with health problems, those who are isolated or lack confidence, low income families and those seeking new skills/experience to support them back into training and employment. A key focus will be on walking for short trips to support local shops and services as well as to be stronger communities through social interaction. A coordinator will ensure that best practice is shared across the Tees Valley and resources are developed and shared with the public using the Connect Tees Valley website.

Transition and Independent Travel Training

- This programme recognises that some people wish to become more independent and travel using sustainable transport but need additional support. Facilities are available for the training but support is needed to fund trainers. In addition a programme which has been developed to provide year 6 children with the tools to travel independently as they move to secondary school is to be expanded and adapted to provide a toolkit to those moving from secondary school to college, training or employment, to ensure that transport is not a barrier.

Travel to school

- Travel to school by car causes significant local congestion and adds to peak hour traffic problems, particularly in the morning. Darlington has continued to deliver its MEGA Motion programme through LSTF funding and working in partnership with Durham County Council. This proposal continues to deliver this programme but to also develop a toolkit that can be added to the Connect Tees Valley website to enable schools across the Tees Valley to access resources and work toward Modeshift accreditation. It is

intended that a further 4 schools will take part in 2015/16 meaning that 23 of the 27 primary schools within Darlington are participating.

Audio announcements at bus stops

- Following a successful pilot of next stop announcements on board buses, which this bid now seeks to expand through an accelerated programme, a further pilot project is planned for bus stops in Middlesbrough. This will use technology to enable visually impaired people to hear bus timetable information in real time at bus stops. If this is successful it will be rolled out across other areas.

Package 3 – marketing and information - building on the Connect Tees Valley brand

Objective – to capitalise on the Connect Tees Valley brand and to ensure local people are able to access information about their travel options.

Connect Tees Valley has been developed as a brand for travel information as part of the Tees Valley Bus Network Improvement project. Whilst the main focus has been bus information, the Connect Tees Valley branding has been expanded to all modes of transport and appears on bus stop flags, timetables and at all rail stations. There is now further work to be done to enhance the website, in particular to link into UTMC developments. As part of the wider travel behaviour change programme the journey planner and other information opens up opportunities for work and training; to minimise the cost of travel; to switch from car to sustainable travel for some journeys; and gives confidence to people to travel. This proposal is for additional funding to redesign some elements of the website such as designing new sections for travel to health, travel to school and include the community transport services.



This bid is also for funding for a marketing programme across the Tees Valley, expanding on what has already been achieved for travel by bus, as part of the TVBNI project, to all sustainable transport options. There will be greater use of case studies and social media to make the travel marketing campaigns relevant. Successful 'use the bus' campaigns have already been implemented targeting young people, shoppers (supporting the town centre economy), families (promoting the leisure sector) and commuters.

In addition the objective is to leverage maximum value from the investment (through Local Transport Plans, Local Growth Funds, European funding, developer and private sector funding) in travel options. There will be targeted marketing campaigns to promote new or improved 'products and services' – cycle route improvements, better bus or rail passenger waiting facilities, new community transport services, new public transport vehicles or services, cycle parking and new ticket options.

B2. The Strategic Case

Context

The Tees Valley Statement of Ambition sets out a shared vision for the Tees Valley to move to a high value, low carbon, diversified and inclusive economy, with a key objective to facilitate the creation of 25,000 jobs by 2025.

The Strategic Economic Plan sets out how the Tees Valley will achieve the Ambition. Public and private sector, businesses and communities, need to:

- Provide the necessary infrastructure to unlock economic growth opportunities and to enable businesses to remain competitive;
- Provide an attractive environment for investment in sectors including advanced manufacturing, engineering, chemical, process and green technology sectors;
- Provide businesses with the necessary support and incentives to enable them to start up, locate in Tees valley, innovate, grow, export and be resilient to economic shocks;
- Address skills to enable residents to access job opportunities and enable businesses to grow.

To unlock this growth there are key issues to address in terms of connectivity and infrastructure:

- Enhance and retain our links to key cities, national and international gateways;
- Improve road, rail and sustainable transport access to key employment sites;
- Ensure our housing offer is attractive, affordable and energy efficient;
- Roll out high speed digital networks and promote the exploitation of superfast broadband.

Over the coming months there will be many decisions to be taken about how to make the most of this investment package. Progress will rely on the 6 principles set out in 'Transport and Engine for Growth':

On time and on budget – the Tees Valley has a proven good track record e.g. the Tees Valley Bus Network Improvement project and Pinch Point programme.

Comprehensive investment – the Strategic Economic Plan and Local Growth Fund bids set out a balanced programme of investment in roads, public transport and walking and cycling. This is supported by developer contributions, Local Transport Plans and investment by private and voluntary/community sectors.

Maximising economic benefits to the UK – this bid sets out to support economic growth for the area but also to support individuals back into training and employment, and to lead full and active lives. Sustainable Transport investment is a proven way of reducing the need to invest in major infrastructure thus accelerating growth and development in a sustainable and efficient way.

Protecting the Environment, harnessing technology – investment into lower carbon vehicles, integrating UTMC to enhance traffic management and increasing sustainable travel will enhance the environment, including air quality

Working with the private sector – Tees Valley has a proven track record to build upon e.g. the Voluntary Quality Partnership Agreement with bus operators has cemented partnership working, resulting in growing patronage and improved customer satisfaction. The application demonstrates continued integration and development of initiatives with the private sector as outlined in section A8.

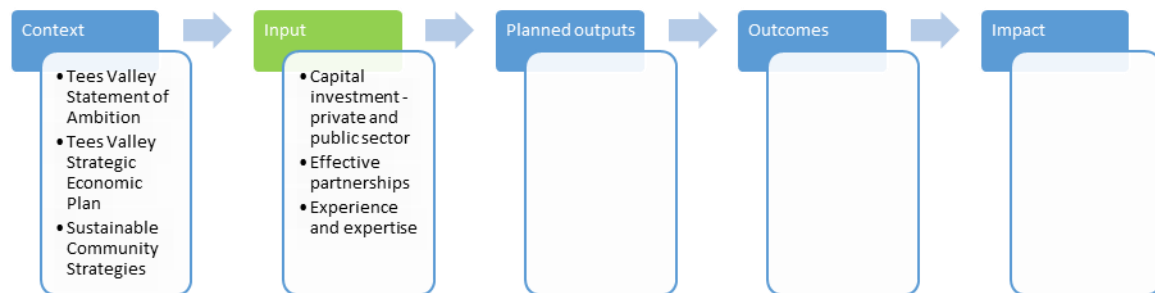
Giving our partners more control – the Tees Valley authorities are using the greater freedoms to focus not just on growing the economy and reducing the carbon impact of economic growth but also to be mindful of local issues such as poor health. The initiatives being developed provide models that will act as a catalyst for partners to develop further into self-sustaining organisations.

A logic mapping exercise has been followed to illustrate the strategic approach from input – output – outcomes – impacts

Input

The Tees Valley is not starting from a stationary position, much is well underway, both in terms of economic recovery and growth and the required **investment** into transport connectivity and infrastructure. Examples include:-

- The Tees Valley Bus Network Improvement project is 4 years into delivery, an investment of £57m in bus priority measures, new and improved passenger waiting facilities, enhanced information and marketing, supported by private sector investment in new vehicles including gas buses. Patronage is beginning to grow and customer satisfaction is up.
- A corridor approach has been taken between Darlington and County Durham corridor as part of two linked LSTF bids resulting in improvements in bus, rail and cycle facilities, improving access to work.
- James Cook University Hospital rail station is currently under construction and will open in May 2014. This is in addition to a £4.9m programme of station and rail service improvements.
- A major scheme to deliver W12 gauge for freight between Teesport and the East Coast Main Line will be completed in May 2014, supporting the growth of trade at the port with a more sustainable transport network (with rail replacing road freight).
- New cycle links are opening up places of employment e.g. cycle route to Teesport and a new cycle route from Teesside University Darlington Campus to Darlington Rail Station.
- In addition small scale schemes can create big differences to support the growth for sustainable travel at a local level through community audits, cycle recycling projects, walking projects and travel to school programmes.



Effective partnerships, where both partners contribute something for mutual benefit, are well established through the Transport and Infrastructure Group (part of the LEP), through the TVBNI Board (which will be superseded by a Punctuality Improvement Partnership) and through local Project Boards.

Experience – the Tees Valley has a great deal of experience on developing and implementing sustainable transport schemes, activities and initiatives through sharing best practice. For example the Sustainable and Cycling Demonstration Town projects in Darlington highlighted the need to better meet the needs of disabled people, not just focus on being DDA compliant. This has helped to develop an approach across all aspects of highways and transport that considers the design of services, initially for those with impaired mobility but more latterly for those with visual and hearing impairments and those that may need more support to travel independently.

Planned outputs

The planned outputs are detailed in the 3 packages:

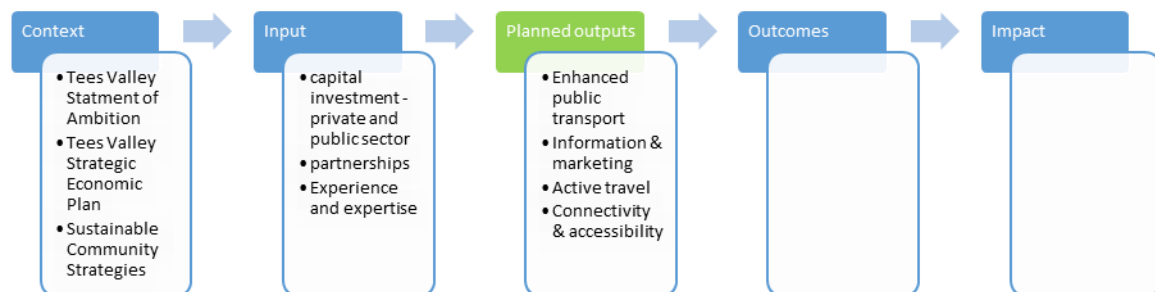
Package 1 – inter-urban trips, accessing employment

Package 2 – local sustainable trips, with a focus on active travel

Package 3 – marketing and information - building on TVBNI/LSTF

They can be summarised as follows:

- Enhanced public transport on key commuter corridors
- Local community transport service to Teesport to improve access
- Travel to health package
- Local links and improvements to improve connectivity and accessibility
- Improved travel information from Door to Door, including ticketing
- Connect Tees Valley marketing
- Active travel

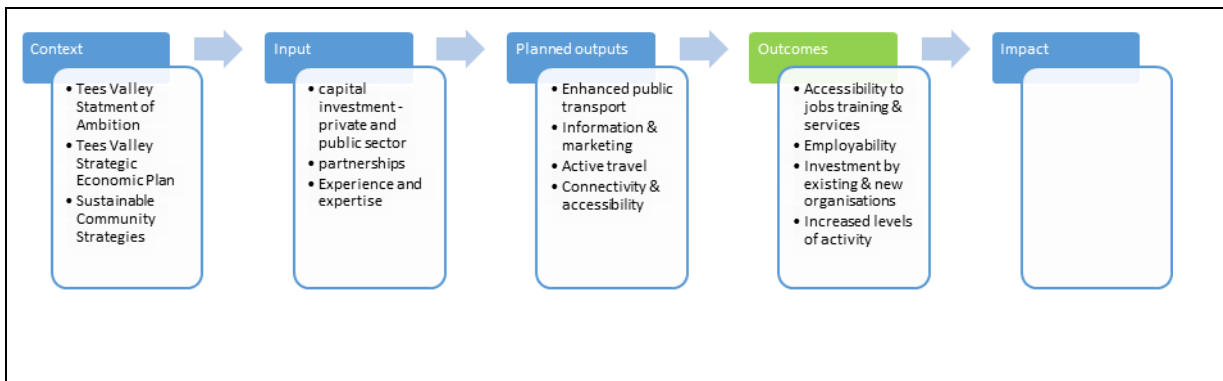


Outcomes

The outcomes tend to be short and medium term benefits to both the people and the place and should address the issues in the SEP and seek to achieve the objectives set out in the work packages. These include:

- People without access to a car being able to take up training and employment opportunities
- Employers being able to recruit and retain staff at sites which are poorly served by public transport due to their location at a distance from commercially viable routes (particularly associated with large scale freight and logistics centres and chemical industries which are based away from residential populations)
- Inward investment by new private sector industries based on good regional, national and international transport links as well as good local sustainable transport
- High quality public transport and higher levels of customer satisfaction
- Good access to health facilities particularly regional hospitals
- More people being more active more often

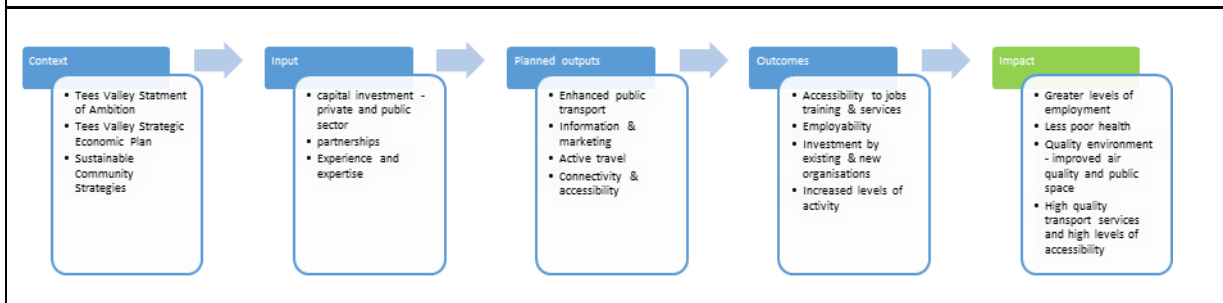
These can all be monitored through existing data collection methods such as patronage data, traffic counters, Passenger Focus customer satisfaction, NHT surveys and Sport England surveys.



Impacts

The impacts are measured over the longer term. They may be associated directly with these proposals but more likely as a result of a combination of capital investment through LSTF, LGF, private sector and EU funding together with revenue funding from LSTF and other sources. They should not be the endgame, but act as a catalyst to further investment and development to create a high quality place for all in the Tees Valley.

- Job creation – 25,000 jobs by 2025
- Reduced dependency on welfare
- Improved health
- Reductions in carbon and other emissions from transport
- Construction of significant numbers of additional houses but with car traffic growth minimised and high quality residential environments
- A growing commercial bus network supporting the local economy
- Investment in rail by the Train Operating Companies and Freight Operating Companies as demand for freight and passenger rail services increases



B3. The Economic Case – Value for Money

The packages within the bid are intended to support the ambitions of the Strategic Economic Plan and to specifically support the Sustainable Transport elements and associated sustainable transport capital interventions in the Local Growth Fund and Local Transport Plans.

The sustainable transport element of the Local Growth Fund proposes significant further investment in cycling, walking and public transport infrastructure in 2015/16. The combined capital cost of the various interventions is £4,468,000 and constitutes £2,130,000 of expenditure on interventions that support sustainable inter-urban trips and £2,338,000 on interventions that support local sustainable trips.

Experience in delivering these types of improvements shows that value for money is best achieved when revenue funding is used to support significant capital investment. Tees Valley Authorities are well practised in this approach and it has latterly been used in

supporting the implementation and marketing of services and facilities improved through the Tees Valley Bus Network Improvement project. The latest bus patronage data suggests that patronage is starting to grow again across the Tees Valley after a decade of decline. Similarly Darlington's Cycle Demonstration Town project included significant revenue support to publicise and market the cycling "offer" in the town. Cycle usage increased as new infrastructure was implemented and subsequently "marketed" through the provision of area wide marketing and information and Individualised Travel Marketing.

It is difficult to accurately and meaningfully derive Value of Time savings from these initiatives due to the dispersed nature of their locations and indeed the varied nature of the interventions proposed across a range of modes. We will not therefore be providing Value of Time calculations.

In addition, there is significant crossover between the work packages i.e. a bus service improved or provided in package 1 is likely to be marketed to businesses and residents as part of the Individualised Travel Marketing. Similarly, package 3, marketing and information, will provide benefits for packages 1 and 2 but are difficult to quantify.

In the interests of simplicity and to avoid double counting or time consuming disaggregation of benefits, the benefits for package 1 will be expressed as additional bus trips and Package 2 will be expressed as vehicle kilometre reductions with associated carbon savings.

An appraisal summary table is attached at **Appendix B3 (01)**.

Scheme Impact pro-forma for individual elements of the project are attached at **Appendices B3 (02-07)**. An aggregated scheme impact table is attached at **Appendix B3 (08)**. The benefits and outcomes of the packages are provided, with references to the related scheme impact pro forma, in the Appraisal Report in **Appendix B3 (09)**.

Some elements of the project do not have scheme impact tables as their impact cannot easily be measured, for instance it is difficult to accurately assess tangible benefits of the marketing and information activities.

The aggregated table indicates that Package 1 will result in an additional **212,238 bus journeys**. It also indicates that package 2 will result in a reduction of **12,189,826 vehicle kms** and an associated saving of **2507.4 tonnes of carbon**.

B4. The Financial Case – Project Costs

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

Table A: Funding profile (Nominal terms)

£000s	2015-16	2016-17	2017-18	2018 -19	2019 -20	2020 -21	Total
DfT funding sought	1267						
Local Authority contribution	30						
Third Party contribution including LGF	1456	220					
TOTAL	2753	220					

The 2016/17 contributions are revenue funding. Other capital funding from LGF and LTP will continue.

B5. Management Case - Delivery

- a) A detailed project plan (typically in Gantt chart form) with milestones should be included, covering the period from submission of the bid to scheme completion. The definition of the key milestones should be clear and explained. The critical path should be identifiable and any key dependencies (internal or external) should also be explained. Resource requirements, task durations and contingency should be detailed and easily identifiable. Dependencies and interfaces should be clearly outlined and plans for management detailed.

A copy of the Project Plan is available in **Appendix B5**

- b) **Where relevant**, if delivery of the project is dependent on land acquisition, please include a letter from the respective land owner(s) to demonstrate that arrangements are in place in order to secure the land to enable the authority to meet its construction milestones. **Not relevant**
- c) **Where relevant**, please provide summary details of your construction milestones (at least one but no more than 5 or 6) between start and completion of works: **Not relevant**

B6. Management Case – Statutory Powers and Consents

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

N/A

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

N/A

B7. Management Case – Governance

Tees Valley Unlimited (TVU) is a well-established Local Enterprise Partnership, currently operating as a voluntary public/private partnership. There is a Leadership Board and Investment Panel. There are a number of sub-groups that have responsibility for delivering priorities. David Robinson, Group Chief Executive PD Ports, is the Chair of the Transport and Infrastructure Group (TIG), which has membership from across the private and public sector.

TIG has been consulted during the development of this Bid and has approved it before submission. Linda Edworthy, Director of Policy and Strategy, TVU, a member of TIG, is the Senior Responsible Officer and will act as Project Sponsor. TIG will act as the Project Board.

The Programme Manager will report to TIG on a quarterly basis or by exception if an urgent issue arises. A project management group will manage the implementation of the projects and provide regular updates to the Programme Manager. Project Managers will meet on a monthly basis through the life cycle of the project with the first meeting taking place in August 2015.

Tees Valley Unlimited will be the accountable body for the funding and will coordinate all claims.

This approach has worked successfully for the implementation of a number of Tees Valley projects including TVBNI and Tees Valley Rail Improvements.

Contract management and procurement will be undertaken by each local authority in accordance with their individual procurement procedures and in compliance with national legislation. Tees Valley Unlimited, as the accountable body, will retain financial control and will submit all claims.

An organogram can be found in **Appendix B7**

Details of roles and responsibilities are provided as follows:

Project Board – Tees Valley Unlimited Transport Infrastructure Group (TIG)

TIG is responsible for ensuring that all elements of the Project are delivered in accordance with the funding conditions and the project is delivered to cost, time and quality requirements.

They will receive regular Highlight reports and Exception Reports from the SRO and Programme Manager and will oversee stakeholder management.

They will receive regular risk management updates from the Project Sponsor (SRO) and will be responsible for making decisions on any significant risks that could affect the project in terms of cost or delivery.

TIG is made up of representatives of all 5 Tees Valley Authorities as well as representatives of organisations in the public and private sector, including Network Rail and Highways Agency. They will make decisions and provide challenge and support to the appointed

Project Sponsor/Senior Responsible Officer – Linda Edworthy, Director of Policy & Strategy, Tees Valley Unlimited

The Project Sponsor will own the Business Case for the project and is responsible for ensuring that the Project is focused throughout its life cycle on achieving its objectives and delivering a product that will achieve the benefits.

The Project Sponsor will be responsible for:

- Challenging the Programme Manager on exceptions to plan;
- Monitoring and controlling the progress of the project at a strategic level;
- Ensuring that project risks are being tracked and effectively mitigated;
- Provide a lead within TIG on any issues relating to the project;
- Understanding which potential changes may impact upon the delivery of other projects within the overall programme, and communicating these as appropriate;
- Informing the Project Manager of any external changes that may affect the project (e.g. realisation of a risk in another project which may have an impact on the project);
- Owning and managing business level risks;

Programme Manager – Fran Manancourt – Strategic Transport Planning Officer, Tees Valley Unlimited

The Programme Manager is responsible for the management, co-ordination and control of all aspects of the project from initiation to completion. He is required at all times to keep the Project Board or Project Sponsor informed on all matters in connection with the Project.

The Programme Manager's roles and responsibilities include, but are not limited to the following:

- Delivering the project, its objectives & products to the desired quality criteria;

- Preparation of all high level documentation;
- Maintaining project documentation e.g. project plan, risk log, stakeholder map, highlight reports, change control etc;
- Identifying and implementing a strategy for identifying and managing risks which includes regular reviews, identification of appropriate mitigating actions and assigning appropriate risk owners;
- Providing regular highlight reports and updates to TIG/Project;
- Providing appropriate exception reports where changes are made to the cost, timeliness or quality if individual initiatives;
- Ensuring that an accurate record is maintained of all key issues, actions and changes affecting the project using the project Issues, Actions and Changes log;

- Chair monthly programme meetings

Project Managers

Project Managers are responsible for the day to day delivery of the various initiatives. Their responsibilities include:

- Management of contracts with external organisations;
- Management of performance of external organisation in terms of delivery and quality;
- Ensuring payment of invoices is carried out in a timely manner;
- Provide regular updates on projects and attend monthly programme meetings;
- Support the Programme Manager in the collation of highlight and exception reports;
- Provide updated information relating to risk management.

Financial Control and Claims

Responsibilities include:

- Provide budget management information to Project Sponsor and Programme Manager;
- Interrogate and challenge expenditure to ensure procurement rules are complied with;
- Ensure that invoices are paid in a timely manner;
- Prepare grant claim forms and submit in a timely manner

B8. Management Case - Risk Management

The Risk Management Strategy has 4 phases:

1. Identification
2. Risk Quantification
3. Mitigation
4. Monitoring

An initial risk identification exercise has already been completed at this stage utilising expertise and experience from across the Tees Valley and an initial Risk Register has been produced and is attached for reference. If the funding bid is successful the Risk Register will form part of the project management process.

The main risks which need to be considered are:

- Competitive
- Stakeholders
- Economic
- Environmental
- Financial
- Legislative
- Political
- Operational

- Social
- Strategic
- Technological

An initial quantification of the identified risks has also taken place and some proposals to mitigate the risks. There are broadly 4 ways to mitigate risk:

1. Prevention – remove the risk completely by doing things in a different way
2. Reduction – reduce the likelihood of the risk occurring or the impact if the risk does occur – i.e. contingency planning
3. Transference – insure against or transfer the risks to a third party
4. Acceptance – regularly review the risk but take no action – only apply to risks below the risk appetite line.

The final phase of risk management is on-going monitoring of the risks. The Programme Manager will 'own' the risks associated with their projects and the Project Sponsor will monitor the Risk Register for the delivery of the programme.

The Risk Log is attached in **Appendix B8**

B9. Management Case - Stakeholder Management

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

The Transport & Infrastructure Group has strategic responsibility for managing stakeholders. A number of the key stakeholders such as PD Ports, Highways Agency and bus operators are members of existing stakeholder management groups such as TIG or the TVBNI Board.

The Programme Manager will have responsibility for managing the stakeholders at an operational level and individual project managers will manage the relationship with key stakeholders as part of the delivery model for the different scheme elements. This will vary by scheme to scheme but will include regular monthly meetings and may include regular email updates.

A Stakeholder Plan is attached at **Appendix B9**. This is a 'live' document and will be used as a tool during the planning and implementation of the programme to highlight any risks and any action that needs to be taken.

- b) Can the scheme be considered as controversial in any way?

Yes X No

- c) Have there been any external campaigns either supporting or opposing the scheme?

Yes X No

B10. The Commercial Case

The majority of the initiatives involve an extension or improvement to existing services that have proved their viability. Where new services are proposed Local Authorities have had an early involvement with the service provider to resolve any viability issues.

All initiatives are considered viable but this will be reviewed at the monthly project management group. Any issues that arise will be escalated to the Tees Valley Unlimited Transport and Infrastructure Group and presented by Linda Edworthy, in her role as Senior Responsible Officer in accordance with the governance arrangements set out in section B7.

Procurement and recruitment are the main issues that need to be addressed early to ensure initiatives are ready to commence on 1 April 2015. These processes have been incorporated into the Project Plan which is attached at **Appendix B5**. A letter from the Head of Procurement, Stockton-on-Tees Borough Council is attached in **Appendix B10**.

Recruitment by Local Authority can take up to 3 months. Procurement of the various services should take no longer than 4 months given that there are no OJEU or state aid issues. Draft tender documents will be prepared in readiness of the DfT announcement in July 2014. This will afford an eight month window in which to procure services and recruit staff, which is ample time to ensure that services commence promptly at the start of the 2015/16 financial year.

Table B10 below indicates the procurement path for the various initiatives. Services will be procured by individual local authorities in accordance with their procurement strategies and in compliance with the Public Contracts Regulations and European Union State Aid rules.

Table B10 - Procurement Arrangements

Initiative	Service Provider	Type of Procurement and by who i.e DBC	Recruitment required	State Aid Compliant	OJEU Compliant
Commercial Bus Service Improvements	Arriva	Waiver of contract procedures by Darlington Borough Council – report to Council	No	Yes – see note below	n/a
Riverside Link	Croft Coaches with Middlesbrough College & Middlesbrough Council	Extension of existing Middlesbrough College contract	No	n/a	n/a
Teesport Link	Public transport operators	Full tender procedure for public transport operators led by Redcar & Cleveland Borough Council	no	n/a	n/a
Hospital Link	Hartlepool Borough Council	Three written quotations by Hartlepool Borough Council for production of campaign resources	Yes – Travel to Health Officer	n/a	n/a
Rail Links	Volunteers	n/a		n/a	n/a

Individualised Travel Marketing	Darlington Borough Council	Use existing Shared Services Agreement between Darlington Borough Council and other Tees Valley Local authorities	Yes – team of Travel Advisors	n/a	n/a
Active Travel Hubs and Co-ordination					
	Stockton Cycle Hub delivered by Sustrans (registered charity)	Continuation of existing contract between Stockton Borough Council and Sustrans	No	n/a	n/a
	Redcar Travel Hub – Redcar and Cleveland Borough Council in partnership with an outside provider	Tender process for outside suppliers to deliver the Travel Hub service led by Redcar and Cleveland Borough Council	No	n/a	n/a
	Middlesbrough Travel Hub – delivered by Middlesbrough Environment City (registered Civil Society Organisation)	Continuation of existing Service Level Agreement between Middlesbrough Environment City and Middlesbrough Council	No	n/a	n/a
	Summerhill Hub – delivered by Hartlepool Borough Council Sustainable Transport & Road Safety and Sports Development teams	Hartlepool Borough Council standard procurement rules for resources, etc.	Yes – one part time post to deliver events	n/a	n/a
	Bike Stop Darlington	Extension of contract between Bike Stop and Darlington Borough Council	Yes – Active Travel Coordinator for Bike Stop	n/a	n/a
	Darlington Walking Development Programme	Extension of contract between Groundwork North East and Darlington Borough Council	No – use existing staff and partners	n/a	n/a
Transition and Independent Travel	Middlesbrough Council	Service Level Agreement between Middlesbrough Council and the other Tees Valley	No – using existing Middlesbrough Council employees	n/a	n/a

		local authorities			
Travel to School	Darlington Borough Council	Three written quotations by Darlington Borough Council for production of campaign resources	No – use existing staff	n/a	n/a
Marketing and Information	TVU/Darlington Borough Council	Service Level Agreement	No – use existing staff	n/a	n/a
Note – in order to comply with European state aid rules the contribution must be less than 35%. In this case the contribution is 16%. A report will be taken to Council to ensure that all procurement procedures are complied with.					

SECTION C – Monitoring, Evaluation and Benefits Realisation

C1. Monitoring and Evaluation

The following monitoring will be undertaken across the Tees Valley. All this information is currently collected and no additional funding is required to monitor the outcomes.

Short term outputs will be related to the implementation of each scheme element.

- Numbers of workplaces/employees contacted through ITM programme
- Numbers of cycles recycled
- Numbers of buses upgraded
- Households/individuals contacted through Individualised Travel Marketing
- Numbers of schools/pupils engaged in sustainable travel initiatives
- Number of people trained to travel independently
- Number of station adoptees

Short term outcomes

- Rail patronage by station
- Bus patronage – overall and route specific
- Cycle count data
- Longitudinal Travel behaviour research 2014 – reporting 2015
- Customer satisfaction – bus travel – Passenger Focus and GfK NOP
- Customer satisfaction – all transport – NHT survey
- Healthwatch surveys and feedback
- Activity levels (walking & cycling) – Sport England Survey
- Qualitative rail station audits
- Sustainable travel to school – annual survey
- Website traffic and access to information
- Brand awareness

Longer term impacts

- Health metrics including activity levels
- Employment levels
- GVA
- Carbon impact of travel

Evaluation of the outputs, outcomes and impacts will be on-going and will continuously inform the delivery of the schemes. In particular those initiatives that are new will be closely monitored and any adaptations required implemented immediately in order to achieve value for money.

SECTION D - Declarations

D1. Senior Responsible Owner Declaration

As Senior Responsible Owner for 'Connect Tees Valley' I hereby submit this request for approval to DfT on behalf of Tees Valley Unlimited and confirm that I have the necessary authority to do so.

I confirm that Tees Valley Unlimited, with Stockton-on-Tees Borough Council acting as its accountable body, will have all the necessary statutory powers in place to ensure the planned timescales in the application can be realised.

Name: Linda Edworthy

Signed:

Position: Director of Policy & Strategy



D2. Section 151 Officer Declaration

As Section 151 Officer for Stockton-on-Tees Borough Council I declare that the scheme cost estimates quoted in this bid are accurate to the best of my knowledge and that Stockton-on-Tees Borough Council

- has allocated sufficient budget to deliver this scheme on the basis of its proposed funding contribution;
- accepts responsibility for meeting any costs over and above the DfT contribution requested, including potential cost overruns and the underwriting of any funding contributions expected from third parties;
- accepts responsibility for meeting any ongoing revenue and capital requirements in relation to the scheme;
- accepts that no further increase in DfT funding will be considered beyond the maximum contribution requested and that no DfT funding will be provided after 2015/16;
- confirms that the authority has the necessary governance / assurance arrangements in place and the authority can provide, if required, evidence of a stakeholder analysis and communications plan in place.

Name:

Signed:

Garry Cummings



Local Sustainable Transport Fund 15/16 Revenue Application Form Checklist



Lead authority: Tees Valley Unlimited

Project Name: Connect Tees Valley

SECTION A

Under section/page please identify where in your bid we can locate the following information (if supplied)

Item	Section / page
A3. Have you appended a map?	Page 3 & Appendix A3
A6. Have you enclosed a letter confirming the commitment of external sources to contribute to the cost of a specific package element(s)?	Appendix A8 (1) & (2)
A8. Have you included supporting evidence of partnership bodies' willingness to participate in delivering the bid proposals?	Appendix A8 (1) & (2)
A9. Have you appended a letter from the relevant LEP(s) supporting the proposed scheme?	Appendix A8

SECTION B

B3: Economic Case Assessment

Item	Section / Page
Assessment of Economic impacts	Appendix B3 (01)
Assessment of Environmental impacts	Appendix B3 (01)
Assessment of the Social and Distributional Impacts	Appendix B3 (01)
Have you provided a completed Scheme Impacts Pro Forma?	Appendix B3 (02-09)

B5 - B9: Management Case Assessment

Item	Section / Page
Has a Project Plan been provided?	Appendix B5
Has a letter relating to land acquisition been appended to your bid (if required)?	N/A

Assessment of Statutory Powers and Consents (if required)	N/A
Has an organogram been appended to your bid?	Appendix B7
Has a Risk Management Strategy been provided?	Appendix B8
Assessment of Stakeholder Management	Appendix B9

B10: Commercial Case Assessment

Item	Section / Page
Have you attached a joint letter from the local authority's Section 151 Officer and Head of Procurement confirming that a procurement strategy is in place that is legally compliant and is likely to achieve the best value for money outcome?	Appendix B10
Have you provided evidence that you are able to begin delivery at the start of the funding period?	Page 24/25

SECTION D

Item	Section / page
D1. Has the SRO declaration been signed?	Page 27
D2. Has the Section 151 Officer declaration been signed?	Page 27