



Department for Transport

Local Transport Authorities in
England, outside London

Rupert Furness
HEAD OF ACTIVE & ACCESSIBLE TRAVEL
DEPARTMENT FOR TRANSPORT
33 HORSEFERRY ROAD
LONDON
SW1P 4DR

walking.cycling@dft.gov.uk

Web Site: www.dft.gov.uk

10 July 2020

Dear all,

Emergency Active Travel Fund - invitation to bid for Tranche 2

Allocations for the first tranche (£45m) of the £225m for temporary active travel measures have now been decided, and your authority should by now have received confirmation of the amount you have received. Details of all allocations are available on gov.uk

This letter invites authorities to bid for tranche 2 of the funding. Bids must be submitted **by Friday 7 August**.

Combined Authorities are expected to produce a single bid on behalf of their constituent authorities, as with tranche 1 of the funding. Funding for London boroughs and Transport for London is being handled separately in tranche 2, and London boroughs do not need to submit proposals to the Department for Transport.

The objectives of the Emergency Active Travel Fund are to help local authorities implement measures to create an environment that is safer for both walking and cycling (both, not one or the other). This will allow cycling in particular to replace journeys previously made by public transport, and will have an essential role to play in the short term in helping avoid overcrowding on public transport systems. Longer term, it will also help deliver significant health, environmental and congestion benefits.

As the Department made clear in its letter seeking proposals for tranche 1, the amounts published at the beginning of the process for each local authority were only indicative. The actual sums allocated will depend on how ambitious a council is willing to be.

The Department has been pleased by the extent to which many councils showed real ambition in their tranche 1 proposals. A number of councils whose proposals showed the highest ambition have received more than the tranche 1 funding they were initially allocated, while others who demonstrated less ambition have received less. Authorities who received less than they were indicatively allocated in tranche 1 are welcome to revise their proposals and put forward bids for those schemes as part of the tranche 2 process providing they can show that their revised proposals meet the criteria below.

Tranche 2 of the Emergency Active Travel Fund amounts to £180m in total. As with tranche 1, to receive any funding, authorities will need to satisfy the Department that they

have swift and meaningful plans to reallocate road space to cyclists and pedestrians (both groups rather than one or the other), including on strategic corridors. Schemes that do not meaningfully alter the status quo on the road will not be funded. All cycling schemes, permanent or temporary, will need to include segregation or point closures to through traffic: advisory cycle lanes, and those marked only with white paint, will not be funded.

Funding in the second tranche will also depend on how swiftly and effectively authorities have implemented the plans for which they have received funding in the first tranche.

Tranche 2 funding can be used to support both temporary, low-cost schemes, and permanent schemes with a short lead time, so long as they meet the criteria outlined above. Local authorities will need to demonstrate that the funds can be spent or fully committed in this financial year. As before, if this condition is not met, the Department will reserve the right to claw the funding back by adjusting downwards a future grant payment to your authority.

The Government expects to launch a new cycling and walking vision in the next few weeks, alongside new guidance on cycling infrastructure which local authorities will have to comply with to receive Government funding for cycle infrastructure schemes. The new guidance broadly reflects the criteria outlined above.

Cycling schemes identified in existing Local Cycling and Walking Infrastructure Plans (LCWIPs) may be funded if they meet all the criteria described above. The Department has also made available a “[Rapid Cycleway Prioritisation Tool](#)” which is intended to help identify promising locations for new cycleways, complementing local knowledge.

Local authorities may also bid for small amounts of funding to support the implementation of e-scooter trials where they complement the overall plan to enhance the road environment for cyclists and pedestrians.

The great majority of the funding provided will be capital funding: local authorities can bid for small amounts of revenue funding, but only up to a maximum of 20% of their total bid. Only in exceptional circumstances will authorities be granted amounts of revenue funding that are higher than this.

Local authorities will also be expected to demonstrate that they have considered the impacts of their proposals on bus and other public transport services. Measures that deliver benefits both for cyclists and bus users will be particularly welcomed. Local authorities should also consider, and take steps to mitigate, the wider impacts of any proposals, particularly on disabled people and others with protected characteristics as part of their Public Sector Equality Duty.

The Department will require more detailed evidence to access this second tranche of funding than for the first tranche of funding, and annex A sets out the information that the Department will require. We will require the completion, as before, of an online bid proforma, allowing the Department to assess the strategic, financial, management and commercial case for investment. This is available at

https://www.smartsurvey.co.uk/s/EmergencyActiveTravel_tranche2proforma/

The proforma covers general details such as location, total grant sought and setting the strategic case, as well as details of individual schemes. It also asks what prioritisation process has been applied, including any alignment with LCWIPs.

Applicants are also expected to assess and confirm, through their section 151 officer, the value for money of their schemes. For all permanent schemes costing £2 million or more, the Department will require applicants to undertake a value for money assessment using the Active Mode Appraisal Tool (AMAT). Accompanying this letter, we have sent you value for money guidance to help assess your schemes which should make this process straightforward. Where it is not possible to provide this assessment and S.151 officer confirmation as part of an authority's bid by Friday 7 August, these may be provided separately and no later than Friday 11 September. Further details are at annex A.

In the event that work on value for money undertaken after the submission of the bid and/or funding award indicates that the proposals submitted may not offer value for money, the authority should submit revised proposals which do offer value for money to the Department as soon as possible. Where this is not possible, the Department will reserve the right to claw back any funding by adjusting downwards a future grant payment to your authority.

The Department will also expect the impact of schemes to be monitored and evaluated. This will be a requirement for all permanent schemes costing £2 million or more, and is recommended for other significant schemes. Guidance on this will follow shortly.

The Department will expect authorities to keep consultancy spending down to a minimum, but recognises that support may be required by some authorities to plug resource gaps on highways and scheme design issues. Wherever possible local authorities should use existing framework contractors for design and build so that efficiencies of scale and proper integration with wider highways schemes are more likely to be achieved.

The Department will make the payments via a grant under section 31 of the Local Government Act 2003 together with a formal grant determination letter. If you have any questions on any aspect of this funding, please email walking.cycling@dft.gov.uk All documents in support of your application should be sent to this address too.

Where possible, authorities should publish details of their proposed schemes, post submission to the Department, in line with the Freedom of Information Act.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'R Furness', with a long horizontal stroke extending to the right.

Rupert Furness

Annex A – Information the Department will require from local authorities

All requested documents should be emailed to walking.cycling@dft.gov.uk

Submitted with bid by Friday 7 August

a) The online bid proforma, available at:

https://www.smartsurvey.co.uk/s/EmergencyActiveTravel_tranche2proforma/

b) Scheme drawings for each significant aspect of the works (for permanent schemes above £2 million).

Submitted with bid, or by Friday 11 September at latest

The following documents should be provided as soon as possible (ideally alongside the authority's bid) and no later than Friday 11 September:

a) A letter from the authority's section 151 officer confirming that each scheme for which funding is sought offers value for money.

b) A completed 'uplifts tool' (template accompanying this letter) and [Active Mode Appraisal Toolkits](#) should be provided for all permanent schemes costing over £2 million. This analysis should inform the section 151 officer judgment on value for money of schemes, but is not a mandatory requirement for other schemes.

Annex B – list of types of intervention that are in scope

This is not a definitive list but illustrative of the types of interventions that are in scope for Tranche 2. Applications that focus on high quality, continuous infrastructure will be viewed favourably.

Type of intervention	Description provided if applicable
Cycle Infrastructure	
New permanent, fully segregated urban cycleway or similar	
New temporary segregated cycleway	Eg 'pop-up' cycle facilities with physical separation from volume traffic; for example, mandatory cycle lanes, using light segregation features such as flexible plastic wands; or quickly converting traffic lanes into temporary cycle lanes (suspending parking bays where necessary); widening existing cycle lanes (with segregation) to enable cyclists to maintain distancing.
Installing segregation to make an existing cycle route safer	
Point closures of roads to through traffic, apart from buses, access and disabled	
Walking Infrastructure	
New permanent or temporary footway, or widening of existing footways	Note that these will need to involve reallocation of road space and be part of an overall package which also benefits cyclists
Complementary measures (but note that these will need to be part of a wider plan involving road space reallocation and will not be enough in themselves to secure funding)	
Provision of secure cycle parking facilities	Where it can be shown that this is a barrier to the uptake of cycling
Restriction or reduction of parking availability	Where this supports cycling and walking
Area-wide interventions	Such as pedestrian and cycling zones, modal filters / filtered permeability, school streets and other initiatives to support cycling and walking to schools
Park and cycle/stride/scooter facilities, and support for e-scooter trials	Where this is part of a wider plan also involving new segregated cycling infrastructure.
Selective road closures using planters, cones or similar	
Provision for monitoring and evaluation of schemes	Equipment such as cycle counters