

North Yorkshire County Council
Business and Environmental Services
Executive Member for Access

23 September 2022

Department for Transport - Enhanced Partnership Officer Grant Funding

Report of the Assistant Director – Travel, Environmental & Countryside Services

1.0 Purpose Of Report

- 1.1 To update the Corporate Director, Business and Environmental Services (BES) and Business and Environmental Services Executive Member for Access on the Department for Transport (DfT) Enhanced Partnership Officer Grant Funding (EPO) and proposals for the same.
- 1.2 Following consultation with the Corporate Director Business and Environmental Services, the Corporate Director Strategic Resources and the Assistant Chief Executive (Legal & Democratic Services) for the Business and Environmental Services Executive Member for Access to authorise the Corporate Director Strategic Resources to accept the grant award.

2.0 Background

- 2.1 When the Department for Transport announced earlier this year that they would not be funding the Bus Service Improvement Plans of around 40 local authorities they indicated that some additional staff capacity funding would be provided to support the continued development and delivery of the Enhanced Partnerships that all councils are required to set up with bus companies.
- 2.2 This funding has now been confirmed and on 12 September 2022 North Yorkshire County Council received the letter attached at Appendix A which shows that we have been allocated a grant of £336,000. This is a single payment to be used over the next three years (2022/23 to 2024/25).
- 2.3 In its letter the Department acknowledges that the best use of the funding will vary by area and has given councils some flexibility in how it is used, with the overall objective being to ensure that LTAs have good internal capacity and capabilities on bus delivery to enable them to work with bus companies to improve buses across their authority.
- 2.4 Full details of the aims and conditions are contained within the grant letter attached at Appendix A. How the grant will be used will be subject to consideration within the Service Area once the funding has been received.
- 2.5 There is no formal process to accept this grant payment or any stated audit requirements, although DfT may contact us over the course of the funding period to collect information on how the funding has been spent.

3.0 Equalities

- 3.1 Consideration has been given to the potential for any adverse equality impacts arising from this decision (see Appendix B). The acceptance of the EPO grant funding will enable the release of £336,000 funding to the council. This in turn will enable the Council to secure staff resource to assist in the development of the work required as part of the Enhanced Partnership Scheme.

4.0 Finance

- 4.1 The Council will receive £336,000 of revenue funding to manage and allocate within the guidelines of the Grant Determination letter attached at Appendix A. The funding is to cover the period 2022/23 – 2024/25 and will be received by the Council in one tranche in 2022/23. A spending profile will be developed to ensure that the grant is appropriately accounted for in future years. No match funding is required as a condition of acceptance of the grant.

5.0 Legal

- 5.1 The receipt of this grant does not contravene the Subsidy Control Rules. The Public Contracts Regulations 2015 will be complied with, where relevant, in any procurement relating to the expenditure by NYCC of the grant monies.
- 5.2 The recommendations contained in this Report will enable the County Council to continue to fulfil its statutory duty under Section 63 of the Transport Act 1985 and subsequent amendments.

6.0 Climate Change

- 6.1 This award will provide £336,000 Enhanced Partnership Officer grant funding to the Council. This will enable the Council to secure staff resource to assist in the development of the work required as part of the Enhanced Partnership Scheme. Impacts will remain the same as existing, see Appendix C

7.0 Recommendations

- 7.1 Following consultation with the Corporate Director Business and Environmental Services, the Corporate Director Strategic Resources and the Assistant Chief Executive (Legal & Democratic Services) for the Business and Environmental Services, Executive Member for Access to authorise the Corporate Director Strategic Resources to accept the grant award.

MICHAEL LEAH
Assistant Director – Travel, Environmental & Countryside Services

Author of Report: Catherine Price

Background documents: None



Department
for Transport

To: Local Transport Authority Transport
Directors
cc. LTA BSIP contacts

By email

Sharon Maddix
Deputy Director
Bus Reform Division
Department for Transport
Great Minster House
33 Horseferry Road
London SW1P 4DR
sharon.maddix@dft.gov.uk
Web Site: www.gov.uk/dft

08 September 2022

Dear Transport Director

Grant Award Agreement: Bus Capacity Funding

I am writing to you to set out the details of the bus capacity grant we are allocating to those Local Transport Authorities (LTAs) that did not receive a Bus Service Improvement Plan (BSIP) indicative funding allocation.

Thank you for your time in submitting your BSIP and draft Enhanced Partnership (EP). We appreciate the time it has taken to submit your proposals, and although unfortunately we were unable to allocate you funding, we hope this grant will support your ongoing work on delivering better bus services in your area.

It is encouraging to see that all LTAs are continuing to engage with the Bus Back Better strategy. We want to see all LTAs continue to improve bus services in their area. and we look forward to working with you to support this work. We made it clear in Bus Back Better that future funding for bus will depend on LTAs having an effective EP or bus franchising scheme in place, so it is important that LTAs build on their work to date with their bus operator partners.

Purpose of this Grant

The EP bus capacity funding allocations are at Section A of the attached grant letter.

This grant is only available to LTAs that did not receive an indicative BSIP funding allocation. The purpose of the grant is to ensure that those LTAs have the ongoing internal capacity and capability to dedicate to the continued development and delivery of bus interventions, especially through your BSIP and EP (or franchising) over the next three years.

The funding has been calculated to enable the recruitment and retention of at least one EP Officer (EPO) or equivalent internal capacity on bus. Clearly current staffing arrangements in LTAs vary, as do the issues faced, so the best use of the funding will also vary by area. There is therefore flexibility in how this funding is used, but the

objective is to ensure that LTAs have good internal capacity and capabilities on bus delivery.

A broad guide on the possible role of an EPO is attached at Annex A.

Grant Details

The grant amounts for the EPO funding have been based on LTA population and Indices of Multiple Deprivation, as used on previous bus capacity funding rounds. This is to reflect the potential bus user base across your area, and the fact that buses are relied upon more by residents in deprived locations.

The allocations have been banded according to these criteria. We have set a minimum allocation that should ensure that all LTAs, regardless of size, have enough funding to cover an EPO salary and on-costs (or equivalent capacity support). Those LTAs with higher allocations can decide whether to support further EPO-type roles, more senior roles, or fund alternative internal capacity and capability improvements with the aim of enhancing the ability of the LTA to improve buses across their authority.

This capacity funding covers the years 2022/23 to 2024/25. We are paying this in one lump sum this financial year.

It is non-legally binding, as required in Section 31 grants.

We may contact you over the course of the funding period to collect information on how this funding has been spent (or will be spent), as well as any other information to enable the Department to evaluate bus capacity issues in LTAs. It is important for DfT to understand how the funding for capacity and capability has been used to inform our future thinking on capacity support.

Should circumstances change and the LTA no longer has a need for all or some of the funding to undertake the work above, they should contact the Department to arrange reimbursement (at the email address below).

Support from DfT

We understand that this funding does not replace BSIP funding to spend on transforming your bus services. But we do hope it will help to support your ongoing work with operator partners, especially working through an EP or franchising arrangement, to deliver better bus services (whether they are commercial or tendered) and enable you to use local bus funding to best effect and attract future bus funding as it becomes available.

The Department will continue to support this process through other practical support:

- to strengthen your in-house bus capability, we will support appropriate guidance and training for your teams, including under the auspices of the planned new Bus Centre of Excellence (BCoE);

- we also aim to support the community of local authority EP Officers nationwide through networking and information-exchange activities provided via the DfT, our contractors and the BCoE.

I attach a grant determination letter.

Should you have any questions about this grant, please email bsip@dft.gov.uk

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Sharon Maddix', enclosed within a thin black rectangular border.

Sharon Maddix

Annex A: Role of the Enhanced Bus Partnership Officer/Team

The focus of this funding stream is on maintaining and developing internal LTA capacity and capability on buses (as distinct from bringing in shorter-term external support). The specific use of the funding will depend in part on the current makeup of an LTA's bus team, but the broad roles and skills we anticipate for an EPO or related bus team include:

- To manage the continued development, review, and delivery of the LTA's BSIP and EP (or development of franchising case if the LTA is exploring that route).
- To provide support to the governance structure of the BSIP/EP (e.g., EP Board).
- To build and support the partnership with local bus operators and other stakeholders, including negotiating with these groups to ensure their commitment to the funding and delivery of the BSIP/EP
- To work with operators (commercial and tendered) to ensure that local people have access to an effective, user-friendly and integrated bus network.
- To engage with the public and local stakeholders (including business) to ensure that bus services meet the needs of the local population and visitors.
- To understand and promote (both within the authority and externally) the wider role of the bus in delivering outcomes across the authority's agenda, including economic and social outcomes such as climate change/air quality, levelling up, employment, education, health etc.
- To work with other transport teams in the authority (including district authorities where appropriate), especially highways/traffic/parking to ensure bus is integrated into the decision making for local roads.
- To work with neighbouring LTAs (especially across wider travel to work areas) to ensure cross-boundary services are suitably integrated.
- To understand legislation and guidance from government departments that impacts buses, and how to make best use of it to deliver improvements to buses.
- To identify funding opportunities for bus, whether from central government or local sources.
- To understand the Public Service Equality Duty and ensure that buses provide a service for all residents, especially given that protected characteristic groups use the bus disproportionately more than the general population.
- To work with bus operators on marketing, communications, and information to ensure that bus services are well publicised across the LTA area.
- To seek and incorporate best practice on buses from across the country.
- To seek training opportunities on bus related issues e.g., upcoming Bus Centre of Excellence, and Chartered Institute of Logistics and Transport (CILT) training syllabus on buses.

LOCAL TRANSPORT AUTHORITY ENHANCED BUS PARTNERSHIP CAPACITY (REVENUE) GRANT DETERMINATION 2022-23: No 31/6274

The Minister of State for Transport (“the Minister of State”), in exercise of the powers conferred by section 31 of the Local Government Act 2003, makes the following determination:

Citation

1) This determination may be cited as the Enhanced Bus Partnership Capacity (Revenue) Grant Determination 2022/23 [No 31/6274].

Purpose of the grant

2) The purpose of the grant is to provide support to the receiving local authorities in England towards expenditure lawfully incurred or accrued by them.

Determination

3) The Minister of State determines:

(a) that the authorities listed in Section A are the authorities to which grant under this determination is to be paid; and

(b) that the maximum amount of grant payable to each authority shall be the amount shown against the name of the authority in Section A.

Treasury consent

4) Before making this determination in relation to local authorities in England, the Minister of State obtained the consent of the Treasury.

Signed by authority of the Minister of State for Transport



Sharon Maddix
Deputy Director, Bus Reform Division, Department for Transport

08 September 2022

SECTION A

| LTA | Total Allocation (£) |
|----------------------------------|-----------------------------|
| Bedford | 171,000 |
| Blackpool | 171,000 |
| Bracknell Forest | 171,000 |
| Buckinghamshire | 171,000 |
| Cambridgeshire & Peterborough CA | 336,000 |
| Cheshire East | 171,000 |
| Cheshire West and Chester | 171,000 |
| Cumbria | 336,000 |
| Dorset | 171,000 |
| East Riding of Yorkshire | 171,000 |
| Essex | 666,000 |
| Gloucestershire | 336,000 |
| Hampshire | 501,000 |
| Herefordshire | 171,000 |
| Hull | 171,000 |
| Isle of Wight | 171,000 |
| Leicester | 171,000 |
| Leicestershire | 336,000 |
| Lincolnshire | 336,000 |
| Medway | 171,000 |
| Milton Keynes | 171,000 |
| North Lincolnshire | 171,000 |
| North Northamptonshire | 171,000 |
| North Yorkshire | 336,000 |
| Plymouth | 171,000 |
| Rutland | 171,000 |
| Sheffield City Region CA | 666,000 |
| Shropshire | 171,000 |
| Slough | 171,000 |
| Southampton | 171,000 |
| Southend-on-Sea | 171,000 |

| | |
|---------------------------|---------|
| | |
| Staffordshire | 336,000 |
| Suffolk | 336,000 |
| Surrey | 501,000 |
| Swindon | 171,000 |
| Tees Valley CA | 336,000 |
| Telford and Wrekin | 171,000 |
| Thurrock | 171,000 |
| Torbay | 171,000 |
| Warwickshire | 336,000 |
| West Northamptonshire | 171,000 |
| Wiltshire | 171,000 |
| Windsor and Maidenhead | 171,000 |
| Wokingham | 171,000 |
| Worcestershire | 336,000 |

| Initial equality impact assessment screening form | | | |
|---|---|----|------------------------------|
| This form records an equality screening process to determine the relevance of equality to a proposal, and a decision whether or not a full EIA would be appropriate or proportionate. | | | |
| Directorate | Business and Environmental Services | | |
| Service area | Integrated Passenger Transport | | |
| Proposal being screened | Department for Transport Enhanced Partnership Officer Grant Funding | | |
| Officer(s) carrying out screening | Catherine Price | | |
| What are you proposing to do? | To accept the grant award agreement for EPO grant funding | | |
| Why are you proposing this? What are the desired outcomes? | Secure bus service improvement related funding. | | |
| Does the proposal involve a significant commitment or removal of resources? Please give details. | No | | |
| Impact on people with any of the following protected characteristics as defined by the Equality Act 2010, or NYCC's additional agreed characteristics | | | |
| As part of this assessment, please consider the following questions: | | | |
| <ul style="list-style-type: none"> To what extent is this service used by particular groups of people with protected characteristics? Does the proposal relate to functions that previous consultation has identified as important? Do different groups have different needs or experiences in the area the proposal relates to? | | | |
| If for any characteristic it is considered that there is likely to be an adverse impact or you have ticked 'Don't know/no info available', then a full EIA should be carried out where this is proportionate. You are advised to speak to your Equality rep for advice if you are in any doubt. | | | |
| Protected characteristic | Potential for adverse impact | | Don't know/No info available |
| | Yes | No | |
| Age | | x | |
| Disability | | x | |
| Sex | | x | |
| Race | | x | |
| Sexual orientation | | x | |
| Gender reassignment | | x | |
| Religion or belief | | x | |
| Pregnancy or maternity | | x | |
| Marriage or civil partnership | | x | |
| NYCC additional characteristics | | | |
| People in rural areas | | x | |
| People on a low income | | x | |
| Carer (unpaid family or friend) | | x | |
| Does the proposal relate to an area where there are known | Yes the proposals relate to public transport. | | |

| | | | | |
|--|---|---|-----------------------|--|
| <p>inequalities/probable impacts (e.g. disabled people's access to public transport)? Please give details.</p> | | | | |
| <p>Will the proposal have a significant effect on how other organisations operate? (e.g. partners, funding criteria, etc.). Do any of these organisations support people with protected characteristics? Please explain why you have reached this conclusion.</p> | No | | | |
| <p>Decision (Please tick one option)</p> | EIA not relevant or proportionate: | X | Continue to full EIA: | |
| <p>Reason for decision</p> | The grant award provides £336,000 to be allocated to developing the Councils Enhanced Partnership with the bus industry and key partners. This will not have any negative impacts on groups of people with protected characteristics. | | | |
| <p>Signed (Assistant Director or equivalent)</p> | Michael Leah | | | |
| <p>Date</p> | 12/09/2022 | | | |



Climate change impact assessment

The purpose of this assessment is to help us understand the likely impacts of our decisions on the environment of North Yorkshire and on our aspiration to achieve net carbon neutrality by 2030, or as close to that date as possible. The intention is to mitigate negative effects and identify projects which will have positive effects.

This document should be completed in consultation with the supporting guidance. The final document will be published as part of the decision making process and should be written in Plain English.

If you have any additional queries which are not covered by the guidance please email climatechange@northyorks.gov.uk

Please note: You may not need to undertake this assessment if your proposal will be subject to any of the following:

Planning Permission
Environmental Impact Assessment
Strategic Environmental Assessment

However, you will still need to summarise your findings in in the summary section of the form below.

Please contact climatechange@northyorks.gov.uk for advice.

| | |
|---|---|
| Title of proposal | Department for Transport - Enhanced Partnership Officer Grant Funding |
| Brief description of proposal | To accept the grant award agreement for EPO Grant Funding |
| Directorate | Business and Environmental Services |
| Service area | Integrated Passenger Transport |
| Lead officer | Catherine Price |
| Names and roles of other people involved in carrying out the impact assessment | None |
| Date impact assessment started | August 2022 |

Options appraisal

Were any other options considered in trying to achieve the aim of this project? If so, please give brief details and explain why alternative options were not progressed.

The other option considered is to refuse the grant funding. However the council would not receive the grant funding which has been allocated to it and this in turn would have adverse impacts in maintaining the bus service levels needed to help key workers get to work and allowing the public to access essential services.

What impact will this proposal have on council budgets? Will it be cost neutral, have increased cost or reduce costs? Cost Neutral.

Please explain briefly why this will be the result, detailing estimated savings or costs where this is possible.

6.1 The Council will receive £336,000 to manage and allocate within the guidelines of the grant.

| <p>How will this proposal impact on the environment?</p> <p>N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.</p> | <p>Positive impact (Place a X in the box below where</p> | <p>No impact (Place a X in the box below where</p> | <p>Negative impact (Place a X in the box below where</p> | <p>Explain why will it have this effect and over what timescale?</p> <p>Where possible/relevant please include:</p> <ul style="list-style-type: none"> • Changes over and above business as usual • Evidence or measurement of effect • Figures for CO₂e • Links to relevant documents | <p>Explain how you plan to mitigate any negative impacts.</p> | <p>Explain how you plan to improve any positive outcomes as far as possible.</p> | |
|---|---|---|---|---|---|--|--|
| <p>Minimise greenhouse gas emissions e.g. reducing emissions from travel, increasing energy efficiencies etc.</p> | Emissions from travel | | X | | No impact | | |
| | Emissions from construction | | X | | No impact. | | |
| | Emissions from running of buildings | | X | | No impact. | | |
| | Other | | X | | No impact | | |
| Minimise waste : Reduce, reuse, recycle and compost e.g. reducing use of single use plastic | | X | | No impact. | | | |
| Reduce water consumption | | X | | No impact | | | |
| Minimise pollution (including air, land, water, light and noise) | | X | | No impact | | | |

| <p>How will this proposal impact on the environment?</p> <p>N.B. There may be short term negative impact and longer term positive impact. Please include all potential impacts over the lifetime of a project and provide an explanation.</p> | <p>Positive impact (Place a X in the box below where</p> | <p>No impact (Place a X in the box below where</p> | <p>Negative impact (Place a X in the box below where</p> | <p>Explain why will it have this effect and over what timescale?</p> <p>Where possible/relevant please include:</p> <ul style="list-style-type: none"> Changes over and above business as usual Evidence or measurement of effect Figures for CO₂e Links to relevant documents | <p>Explain how you plan to mitigate any negative impacts.</p> | <p>Explain how you plan to improve any positive outcomes as far as possible.</p> |
|---|---|---|---|---|---|--|
| <p>Ensure resilience to the effects of climate change e.g. reducing flood risk, mitigating effects of drier, hotter summers</p> | | X | | No impact | | |
| <p>Enhance conservation and wildlife</p> | | X | | No impact | | |
| <p>Safeguard the distinctive characteristics, features and special qualities of North Yorkshire's landscape</p> | | X | | No impact | | |
| <p>Other (please state below)</p> | | X | | No impact | | |

Are there any recognised good practice environmental standards in relation to this proposal? If so, please detail how this proposal meets those standards.

N/A

Summary Summarise the findings of your impact assessment, including impacts, the recommendation in relation to addressing impacts, including any legal advice, and next steps. This summary should be used as part of the report to the decision maker.

Accepting the EPO grant will enable the release of £336,000 funding to the council. This will enable financial support to be allocated to developing the Councils Enhanced Partnership with the bus industry and key partners. This will not have any positive or adverse impacts.

Sign off section

This climate change impact assessment was completed by:

| | |
|------------------------|-------------------------------------|
| Name | Catherine Price |
| Job title | Head of Transport Services |
| Service area | Integrated Passenger Transport |
| Directorate | Business and Environmental Services |
| Signature | C Price |
| Completion date | 12/09/2022 |

Authorised by relevant Assistant Director (signature): Michael Leah

Date: 12/09/2022