

Full Outcome Proposal to the East Suffolk Community Partnership Board - FY2020/21

(Stage 2a + 2b Proposal)

1. Details of project / activity:

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| Project Name | East Suffolk Travel and Transport improvement Programme |
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| Name of East Suffolk Community Partnership Board Member supporting the project: | Name of Project / activity lead: Nick Khan Organisation: East Suffolk Council Email: mailto:nick.khan@eastsuffolk.gov.uk nick.khan@eastsuffolk.gov.uk |
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The key outcomes and brief description of the project / activity.

Outline the project that you are seeking funding for (up to 200 words):

The project is divided into two parts. Stage 2a, which is the research and development for the strategy and has reached a series of outcomes. Stage 2a outcomes inform stage 2b, which is where outcomes begin to be implemented.

Stage 2a:

This programme has utilised a programme steering group and programme manager to i) pull together the available local data on transport and travel and ii) actively seek and have conversations with community stakeholders about what is important to them regarding transport and travel in their area (working through the eight Community Partnerships). This work has identified short term 'quick win' projects that can then be delivered with the help of funding.

The three key elements for success are the steering group / programme manager / delivery budget. Without all three this programme will not achieve its potential to deliver real improvements on the ground in our communities in the short term.

The Stage 2a work has also tested and proven the model for assessing and prioritising transport solutions with a multi-disciplinary task group, which ensures solutions are appropriate and effective.

A reminder of the outcomes for Stage 2a

i) Within 3 months to have developed a 3-year transport and travel work programme that gives a clear focus on how the Community Partnership Board will have impact.

ii) Within 6 months to have identified and commissioned short-term deliverables that solve transport and travel challenges in East Suffolk Communities.

ii) Within 6 months to have studied transport and travel issues & gaps in East Suffolk to provide rigorous data and intelligence on which to base future work.

Project start date: 01/02/21 Project end date: 31/07/21

Stage 2b:

The strategy and outcomes have been developed for the short-term and longer-term aims for the Community Partnership Board to tackle the transport priority across East Suffolk.

The research and analysis of the transport issues across East Suffolk has provided evidence on which to base funding decisions which tackle transport issues.

This early work has led to the identification of 3 potential new transport solutions, which meet the priorities of the community and tackle transport issues. These 3 prioritised solutions now require funding to take them from concept stage to implementation.

Two complementary supporting schemes have also been identified, which would require the development of a mobile booking app and the initiation of active travel pilots to work with the other pilot schemes.

The costs for these schemes are itemised below:

- £50k for an expansion of BACT service
- £50k to support a further DRT pilot in another area of East Suffolk not currently served by existing or proposed pilot schemes
- £50k for the development of a mobile app which will support the aforementioned pilots and allow further expansion of DRT solutions into new areas of East Suffolk and beyond
- £20k to set up active travel pilots as an accompaniment to the suggested DRT pilots
- £10k to support marketing and comms for the Katch service, and with the view to assessing more villages to be served on its route

The task group continues to support the implementation phase by providing support and project management. The wider task group will also lend support by exercising its network to help form and innovate to create successful solutions.

Project start: 01/08/2021, Project end date: 31/12/2021

How has the need for this project / activity been identified?

Stage 2a:

The eight Community Partnership workshops in October/November 2019 identified two clear priorities for East Suffolk - Social Isolation & Loneliness and Transport. The workshops identified many dimensions to the transport priority – for example connectivity, green vehicles, walking and cycling, community transport and alternative forms of transport provision.

Since those workshops further work has been carried out with Suffolk County Council and East Suffolk Council to identify what transport and access to services data and modelling information is available for East Suffolk. The rural transport, and active and sustainable travel session at the Community Partnership Forum in November 2020 added a rich source of local intelligence on what matters to our communities in terms of transport solutions, access to services and barriers to cycling and walking.

Stage 2b:

Conversations with community partnership leads, transport providers and local authority experts has helped create a more granular view of the transport priority, enabling a more specific approach to tackling transport issues, which has resulted in solutions for implementation and further development.

What organisations have agreed to be involved and how (through time / money / facilities etc)?

Steering Group membership (Community Action Suffolk, EDF, East Suffolk Council, SALC, Suffolk County Council, Transport East) have agreed to provide time and facilities to support the programme as necessary, and in addition EDF has provided the Programme Manager.

Who and how many people will benefit from the project / activity?

All residents of East Suffolk, in particular:
 Young people who can access training and employment more easily.
 Older people who can access activities and services that are important to them.
 Those already cycling / or begin cycling because of improvements delivered
 Those who already walk / or begin walking as a result if improvements delivered

2. How the project / activity will be resourced:

Provide information about match funding here (including in-kind staff time):

| Source of match funding | Funding confirmed? | Amount (£) |
|--|--------------------|------------|
| Stage 2a: EDF in kind support by providing the programme manager for 15 hours a week to this project from 1 February 2021 to 31 of July 2021 | Y | 20k |
| Stage 2b: EDF in kind support by providing the programme manager for 15 hours a week to this project from 1 August 2021 to 31 December 2021 | Y | 16k |
| Aim to attract match funding / volunteer time of at least 10% CPB funding amount for individual project from the local area | N | 8k |

Stage 2a

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| Total project / activity cost | £108k |
| Total of confirmed match funding | £20k |
| Total amount of East Suffolk Community Partnerships Board funding required | £80k |

Stage 2b

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|--|-------|
| Total project / activity cost | £116k |
| Total of confirmed match funding | £16k |
| Total amount of East Suffolk Community Partnerships Board funding required | £100k |

| <i>Stage 2a + 2b</i> | |
|--|---|
| Total project / activity cost | £180k (not including match funding for programme manager) |
| Total of confirmed match funding | £36k |
| Total amount of East Suffolk Community Partnerships Board funding required | £180k |

Explain here how the project / activity will be sustained after the funding period (if appropriate).

This is the first stage of a three-year programme of work that will identify support and funding as they become available. However, it is envisaged that the Board will be asked to support further elements of the programme as they progress. The key focus on the programme will be on problem solving to provide sustainable solution to transport issues that do not require continual grant funding.

3. Communications and stakeholder engagement

How information is conveyed to the relevant people or teams involved, how there is adequate consultation with users, and successes are publicised.

Identify the key people / groups that need to be aware and involved in the project / activity, and how they will be communicated with effectively.

Residents will be engaged through the 8 x Community Partnerships and via the steering group membership communication channels

Detail how and when the project / activity will be promoted / publicised.

- Publicity will be generated on behalf of the CP Board by ESC
- Steering Group membership will promote the programme via their organisations and networks
- Individual projects will be required to promote themselves

Detail how the project / activity will report on lessons learned?

Steering Group will be required to report regularly to the CP Board

4. Monitoring and reporting on progress

Identify how the impacts, issues and risks of the project / activity will be gathered, monitored, and reported. (Quarterly monitoring information will be required):

Multiagency Programme Steering Group will require regular performance information.

Quarterly return to the Community Partnership Board via the agreed performance management system in place for CPB funding.

5. Equalities impact assessment

Has an Equality Impact Assessment of the project been carried out?

NO: Justification: Separate EIA's will be completed when developing individual projects identified through this programme (as required).

6. Identify measurable outcomes and show specifically where the East Suffolk Community Partnerships Board budget will be spent (quarterly financial monitoring information will be required):

| Outcomes (MUST be measurable) | Action / outputs to deliver the outcomes (include by who and by when) | Breakdown of costs to deliver the outcomes here (£): |
|---|---|--|
| <p>1st quarter Collate available data to inform view of key issues and identify areas/examples of good practice</p> | <p>Kick of both quantitative and qualitative data gathering.</p> <p>Begin the process of distilling and summarising key findings arising from data and research.</p> <p>Produce a key contacts list to support the path to creating the Transport Improvement Strategy for the CPB.</p> <p>Create a plan of action for the path leading to the strategy and feed back to the task group for further input.</p> <p>PROGRAMME MANAGER</p> | <p>£0 CPB funding</p> |
| <p>2nd quarter Identify gaps in service or gaps in meeting priorities</p> | <p>Ramp up engagement with key community contacts to provide further quantitative and qualitative data.</p> <p>Create resources to assist with collation of key information from key contacts in a uniform and succinct way.</p> <p>Kick-start research exercise, filtering, and summarising to produce key findings to inform both the strategy and recommendations piece on “quick-wins”</p> <p>PROGRAMME MANAGER</p> | <p>£0 CPB funding</p> |
| <p>3rd quarter clear focus on how the Community Partnership Board will have impact.</p> | <p>3-year transport and travel work programme</p> <p>STEERING GROUP</p> | <p>£0 CPB funding</p> |
| <p>4th quarter</p> | | <p>£0 CPB funding</p> |

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| | <p>Following the completion of the draft strategy, opportunities can be prioritised based on set of objective criteria</p> <p>PROGRAMME MANAGER</p> | |
| <p>5th quarter Provide rigorous data and intelligence on which to base future work.</p> | <p>Detailed plan to be drafted as a clearer picture of the issues and gaps arise to help inform recommendations</p> <p>PROGRAMME MANAGER</p> | £0 CPB funding |
| <p>6th quarter Identified and commissioned short-term deliverables that solve transport and travel challenges in East Suffolk Communities.</p> | <p>The whole amount of funding will be allocated to short term 'quick win' transport and travel projects in partnership with either local community organisations or the relevant Community Partnership for that area.</p> <ul style="list-style-type: none"> - £50k for an expansion of BACT service - £50k to support a further DRT pilot in another area of East Suffolk not currently served by existing or proposed pilot schemes - £50k for the development of a mobile app which will support the aforementioned pilots and allow further expansion of DRT solutions into new areas of East Suffolk and beyond - £20k to set up active travel pilots as an accompaniment to the suggested DRT pilots - £10k to support marketing and comms for the Katch service, and with the view to assessing more villages to be served on its route <p>STEERING GROUP</p> | £180k |

8. Declaration:

I confirm that all information contained in this proposal is accurate and that the proposal has my support.

East Suffolk Community Partnership Board Member

Name:

Date:

Signature:

Please submit this proposal to the Funding Team grants@eastsoffolk.gov.uk Hard copies can be submitted and returned to: Funding Team, East Suffolk Council, East Suffolk House, Station Road, Melton, Woodbridge, IP12 1RT.