

# **Cabinet Member for Environment**

## **Agenda**

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**Date:** Monday, 13th January, 2014  
**Time:** 10.00 am  
**Venue:** Committee Suite 1 & 2, Westfields, Middlewich Road,  
Sandbach CW11 1HZ

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The agenda is divided into 2 parts. Part 1 is taken in the presence of the public and press. Part 2 items will be considered in the absence of the public and press for the reasons indicated on the agenda and at the foot of each report.

### **PART 1 – MATTERS TO BE CONSIDERED WITH THE PUBLIC AND PRESS PRESENT**

**1. Apologies for Absence**

**2. Declarations of Interest**

To provide an opportunity for Members and Officers to declare any disclosable pecuniary and non-pecuniary interests in any item on the agenda.

**3. Public Speaking Time/Open Session**

In accordance with Procedure Rules Nos.11 and 35 a period of 10 minutes is allocated for members of the public to address the meeting on any matter relating to the work of the body in question. Individual members of the public may speak for up to 5 minutes but the Chairman or person presiding will decide how the period of time allocated for public speaking will be apportioned where there are a number of speakers. Members of the public are not required to give notice to use this facility. However, as a matter of courtesy, a period of 24 hours' notice is encouraged.

Members of the public wishing to ask a question at the meeting should provide at least three clear working days' notice in writing and should include the question with that notice. This will enable an informed answer to be given.

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For requests for further information

**Contact:** Cherry Foreman

**Tel:** 01270 686463

**E-Mail:** [cherry.foreman@cheshireeast.gov.uk](mailto:cherry.foreman@cheshireeast.gov.uk) with any apologies

4. **Transport Grant Schemes - Application Assessment and Decisions on Award**  
(Pages 1 - 16)

To consider the detailed assessment of applications made under the Transport Accessibility Grant Scheme, the Vehicle Allocation Scheme, and the Local Sustainable Transport Fund Business Grant Scheme.

# CHESHIRE EAST COUNCIL

## REPORT TO: ENVIRONMENT PORTFOLIO HOLDER

**Date of Meeting:** Monday 13 January 2014  
**Report of:** Transport Manager  
**Subject/Title:** Transport Grant Schemes – Application Assessment & Decisions on Award  
**Portfolio Holder:** Cllr David Topping

### 1.0 Report Summary

- 1.1 The report makes recommendations on the allocation of funding and vehicles in line with the associated policies and seeks a decision on award of small grant funding, shortlisting of expressions of interest for large grants, vehicle allocation and Local Sustainable Transport Fund (LSTF) business travel planning grant allocation.
- 1.2 The report summarises the outcomes of a detailed assessment of each application under the Transport & Accessibility Grant Scheme, Vehicle Allocation Scheme and LSTF Business Grant Scheme. The policies associated with each scheme were agreed by Cabinet in October 2013.

### 2.0 Recommendations

- 2.1 To agree the recommendations listed below regarding the outcome of each small grant application (up to £9,999) through the Transport & Accessibility Grant Scheme. The total value of the applications recommended for award is £80,408.

Ref No	Organisation	Recommendation
TAG 1	Community Transport, Macclesfield District	Defer - £9,999
TAG 2	Mid Cheshire Community Rail Partnership	Award £2,439
TAG 3	North Staffs Community Rail Partnership	Award £1,624
TAG 6	Crewe Christian Concern	Award £9,999
TAG 7	Audlem & District Community Action	Award £6,000
TAG 8	Goodwill Village Hall Association / CHALC	Not Award
TAG 9	Congleton Disabled Access Group	Award £9,999
TAG 11	Wishing Well Project	Award £8,350
TAG 16	Mid Cheshire Community Rail Partnership	Award £3,000
TAG 17	Disability Information Bureau (Macclesfield)	Not Award
TAG 18	Congleton Partnership	Award £9,999
TAG 20	Great Places Housing Association	Not Award
TAG 21	Peaks and Plains Housing Trust	Award £9,999
TAG 23	Odd Rode Parish Council	Award £9,999
TAG 24	Open Hands, Poynton	Award £3,000
TAG 15	Disley Parish Council	Award £6,000

- 2.2 To agree the recommendations listed below regarding the short listing of expressions of interest for a large grant (over £10,000) through the Transport & Accessibility Grant Scheme. The total value of the applications recommended for short listing is £81,586.

<b>Ref No</b>	<b>Organisation</b>	<b>Recommendation</b>
TAG 25	Poynton Town Council	Shortlist £18,000*
TAG 26	Poynton Town Council	Shortlist £22,500*
TAG 13	Poynton Town Council	Shortlist £30,000*
TAG 19	Cheshire Community Action	Shortlist £11,086*
TAG 22	Community Transport, Halifax	Not Shortlist

*\* Note that the final award value depends on Business Plan submission so the figures above are indicative at this stage.*

- 2.3 To agree the recommendations listed below regarding the allocation/offer of 9 surplus Council vehicles to community and voluntary organisations.

<b>Ref No</b>	<b>Organisation</b>	<b>Recommendation</b>
TAG 4	Rainow Parish Plan Implementation Group	Offer Vehicle
TAG 5	Crewe YMCA	Offer Vehicle
TAG 10	Congleton Disabled Access Group	Decline
TAG 12	Macclesfield Town Community Sports Trust	Offer Vehicle
TAG 15	Disley Parish Council	Offer Vehicle
TAG13	Poynton Town Council	Offer Vehicle
TAG 14	Calveley & Acton Primary Schools	Offer Vehicle
TAG 29	Congleton Partnership	Offer Vehicle
TAG 22	Community Transport, Halifax	Decline
TAG 28	Odd Rode Parish Council	Offer Vehicle
TAG 27	Central Cheshire Buddy Scheme	Offer Vehicle

- 2.4 To agree the recommendations listed below regarding the outcome of each application for an LSTF Business Travel Planning Grant. The total value of the applications recommended for award is £38,810.

<b>Ref No</b>	<b>Organisation</b>	<b>Recommendation</b>
LSTF 1	Cheshire Bespoke Ltd	Award £4,999
LSTF 2	Christian Concern	Award £3,925
LSTF 3	Leighton Hospital	Award £4,999
LSTF 4	Manchester Metropolitan University (1)	Award £4,999
LSTF 5	Manchester Metropolitan University (2)	Award £4,999
LSTF 6	South Cheshire College	Award £4,999
LSTF 7	Storage Boost (Crewe) Ltd	Award £4,750
LSTF 8	Trax Commercial Ltd	Defer - £4,750
LSTF 9	The Up and Under Group Ltd	Award £4,096
LSTF 10	The Up and Under Foundation Ltd	Award £1,044

### **3.0 Reasons for Recommendations**

- 3.1 A detailed assessment of each application has been undertaken in line with the assessment criteria for each scheme, which is contained in the associated policies approved by Cabinet in October 2013 (listed below). The assessment criteria provide a fair and equitable way to assess applications and award grants.
- Policy for the Allocation of Transport & Accessibility Grants;
  - Policy for the Allocation of Surplus Council Vehicles;
  - Policy for the Allocation of LSTF Business Travel Planning Grants.
- 3.2 The Transport & Accessibility Grant Scheme and Vehicle Allocation Scheme will support community-led activities which improve access to essential services, such as healthcare, shopping, leisure and other destinations that are important to local residents. The applications which are recommended for award/shortlist best meet the criteria in improving access to services, particularly for disadvantaged groups, with a high level of community involvement and proposals to sustain the project into future.
- 3.3 The organisations who have submitted a large grant expression of interest recommended for short listing are required to submit a Business Plan by 17 February 2014, which will then be considered at a second Portfolio Holder Decision Meeting on 10 March 2014. Poynton Town Council have submitted three large grant applications and it is recommended that they work with the Community Transport Association (CTA) to develop one combined Business Plan setting out a more strategic complementary package approach to their transport initiatives/projects in Poynton and surrounding areas (e.g. Disley).
- 3.4 The two applications which are recommended to be “deferred” will also be considered on 10 March 2014 following the submission of further information to support the assessment process. The value of the deferred application under the Transport & Accessibility Grant Scheme is £9,999. The value of the deferred application under the LSTF Business Travel Planning Grant Scheme is £4,750.
- 3.5 The LSTF Grant Scheme is aimed at businesses and employers in Crewe. The applications which are recommended for award best meet the criteria in encouraging employees to walk, cycle, use public transport or car share for their journey to and from work, as well as business travel.
- 3.6 Annex 1 includes a brief description of each application and the reasons for the recommendation to award, defer or decline the application.

### **4.0 Wards Affected**

- 4.1 All wards.

## **5.0 Local Ward Members**

- 5.1 All wards.

## **6.0 Policy Implications**

- 6.1 The policies support the delivery of the Sustainable Community Strategy, Local Transport Plan (LTP) and Ageing Well in Cheshire East Programme. Initiatives which improve accessibility have wider benefits including reduced isolation and social exclusion, and improved health and wellbeing. Promoting and enabling passenger transport, walking and cycling supports the climate change agenda through low carbon travel choices.
- 6.2 The LSTF business travel planning project directly supports the All Change for Crewe regeneration programme by enabling transport measures which help to unlock the growth potential of Crewe in a low carbon way. Encouraging increased levels of walking and cycling for short local journeys within Crewe has associated health and wellbeing benefits.

## **7.0 Financial Implications**

- 7.1 The financial implications of each scheme are outlined separately below:

### Transport & Accessibility Grant Scheme

- 7.2 In October 2013, Cabinet agreed the allocation of £250,000 for the grant scheme from the approved 2013/14 base budget. The grant scheme operates two tiers of funding based on the value – small grants up to £9,999 and larger grants of over £10,000.
- 7.3 The value of the small grant applications which are recommended for award is £80,408. In addition, one application has been deferred with a value of £9,999. Following approval, the small grant awards will be paid in February 2014.
- 7.4 The value of the expressions of interest for a large grant which are recommended for short listing is £81,586. However, the final value is dependent on the submission of detailed Business Cases/Plans to be submitted by 17 February 2014. The final value of the large grant allocations may be higher, but will not exceed the total budget available.
- 7.5 The Portfolio Holder Decision Meeting for large grant awards is scheduled for 10 March 2014, which will legally commit the funding in 2013/14 allowing them to be accrued for this financial year.

### Vehicle Allocation Scheme

- 7.6 In October 2013, Cabinet agreed to allocate 9 Council-owned vehicles which are surplus to requirements to community and voluntary organisations. The vehicles vary in age ranging from 9 years old (2004) to 4 years old (2009) and

the policy makes clear that the vehicles are gifted in the condition as of the date of transfer.

- 7.7 In donating the vehicles to local organisations, this will facilitate the development of community-led transport initiatives which are tailored to local needs. The Council received 11 applications and following the assessment it is proposed that all 9 vehicles are allocated.

#### LSTF Business Travel Planning Grant Scheme

- 7.8 The programme allocation for the LSTF Grant Scheme in 2013/14 is £75,000 capital and £18,000 revenue. The Council received 10 applications for funding through the LSTF programme and it is recommended that nine are awarded (totalling £38,810) and one is deferred (total £4,750).
- 7.9 Of those which are recommended for award, the majority are for capital expenditure (e.g. cycle parking) – with a capital value of £37,766. One application is revenue expenditure for running a cycle event – with a revenue value of £1,044. The grant awards are therefore well within the programme allocation for 2013/14.
- 7.10 The LSTF Business Travel Planning Grant Scheme is fully funded by a grant from the Department for Transport (DfT). All funds which are awarded will be claimed in full from the DfT quarterly in arrears, in line with the Grant Agreement between the Council and the DfT.

#### **8.0 Legal Implications**

- 8.1 The policy for each scheme has already been approved by Cabinet who have delegated the authority for the assessment of applications and the decisions on award of grants to the Portfolio Holder for the Environment (or subsequent Cabinet Member with responsibility for transport).
- 8.2 In all cases there is a condition requiring each organisation to report back to the Council on the expenditure of the grant. Consideration has also been given in each case to the imposition of other appropriate conditions (see Annex 1).

#### Policy for the Allocation of Transport & Accessibility Grants

- 8.3 Organisations awarded a small grant (up to £9,999) will be required to sign a Grant Offer Acceptance Form confirming that the grant will be spent in line with the application and terms and conditions of funding and ensuring that the grant can be recovered should it not be spent in accordance with the terms and conditions of funding. Applications which are short listed for a large grant are required to submit a Business Plan by 17 February 2014 which will then be considered at a second Portfolio Holder Decision Meeting on 10 March 2014.
- 8.4 Each organisation recommended for award has submitted the relevant supporting documentation including a signed constitution (or commitment to

provide prior to award of funding) and details of the management committee, bank statements (etc) to ensure that there is adequate governance underlying the organisation's activities.

- 8.5 As part of the application form, organisations have been required to disclose any other sources of funding to assess and guard against any potential state aid issues. It is unlikely that organisations have been or will be allocated grant funding in excess of the current de minimis levels applicable to state aid of around £150,000 (200,000 Euros) over 3 years but it is prudent for the Council to monitor any potential state aid.

#### Policy for the Allocation of Surplus Council Vehicles

- 8.6 Each organisation offered a vehicle must sign an agreement to confirm that they will become the owner and registered keeper of the vehicle in its current condition as of the date of transfer. The agreement will confirm that they will pay all the future running costs of the vehicle, including service, maintenance, Tax, MOT and appropriately insure and license the vehicle for the purposes outlined in their application form.

#### Policy for the Allocation of LSTF Business Travel Planning Grants

- 8.7 The value of the grants to be issued under this policy (up to £4,999) does not necessarily require a formal Grant Agreement. However, the policy sets out a monitoring process to ensure that grants are used appropriately in line with the application and conditions for funding.

### **9.0 Risk Management**

- 9.1 The policies relevant to each scheme make clear that grants are awarded specifically for the purpose stated in the application and that should it be spent in any other way, without written approval from the Council, the organisation may become liable to return the monies paid.
- 9.2 To ensure expenditure in line with the approved grant application and compliance with funding conditions, the grant offer letters will set out a monitoring process to provide suitable safeguards to ensure that grants are spent appropriately and deliver value for money (etc). Failure to provide monitoring information within the timescale may result in the Council recovering all or part of the grant paid.
- 9.3 By launching and implementing the schemes, there is an opportunity to support grassroots initiatives and empower local people to support community-led initiatives, as well as supporting sustainable travel to help unlock the growth potential of Crewe. Once schemes are implemented, there is an opportunity to promote the projects via the Council's website and press releases.



## **10.0 Background and Options**

- 10.1 The policy for the Transport & Accessibility Grant Scheme and Vehicle Allocation Scheme are available on the Council's website - [www.cheshireeast.gov.uk/transport\\_and\\_travel/public\\_transport/flexible\\_transport\\_services](http://www.cheshireeast.gov.uk/transport_and_travel/public_transport/flexible_transport_services)
- 10.2 The LSTF Business Travel Planning Grant Scheme policy is available on the LSTF Smarter Ways to Travel web page - [www.allchangeformcrewe.co.uk/smartertravel](http://www.allchangeformcrewe.co.uk/smartertravel)

## **11.0 Access to Information**

The background papers relating to this report can be inspected by contacting the report writer:

Name: Jenny Marston  
Designation: Policy and Accessibility Manager  
Tel No: 01270 686349  
Email: [Jenny.Marston@cheshireeast.gov.uk](mailto:Jenny.Marston@cheshireeast.gov.uk)

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## APPENDIX 1 – APPLICATION ASSESSMENT

### **Transport & Accessibility Grant Scheme – Small Grant Applications**

#### **TAG 1 – Community Transport, Macclesfield District (CTMD)**

**Total project cost: £9,999. Amount requested: £9,999**

CTMD wish to continue their community car scheme in Macclesfield, Wilmslow and Knutsford. At present the application would not be supported in its current form. The reasons for this are insufficient information on the areas of operation, the numbers of people who benefit, total expenditure and income and the number of journeys delivered. We have invited CTMD to re-submit their application with sufficient, relevant data to support our further consideration.

#### **TAG 2 – Mid Cheshire Community Rail Partnership**

**Total project cost: £2,439. Amount requested: £2,439**

The Mid Cheshire CRP wish to re-print a booklet of 5 rail walks in the Knutsford, Plumley, Mobberley, Ashley and Chelford areas. The 5 circular walks start and finish at the 4 rail stations along the mid Cheshire line plus Chelford on the Crewe to Manchester line. Previous print runs have been well received and 20,000 copies distributed locally. This is a good project that promotes train travel, healthy living and local businesses along the walk route. It is recommended to award the full amount requested.

#### **TAG 3 – North Staffs Community Rail Partnership**

**Total project cost: £1,724. Amount requested: £1,624**

The North Staffs CRP wish to produce 10,000 copies of a fold out leaflet, station posters and newspaper adverts to promote travel to and from Alsager Station and the town itself including rail timetable, accessible facilities at the station, how to book assisted travel, local businesses etc. The leaflet will be distributed by volunteers. This is good project that will help the CRP deliver its objectives of increasing footfall at the station which has won 6 awards in the last 18 months. It is recommended to award the amount requested.

#### **TAG 6 – Crewe Christian Concern**

**Total project cost: £29,943. Amount requested: £9,999**

Crewe Christian Concern wishes to continue the CC Cycles, a cycle reuse project that has been running since 2012 aiming to provide Crewe's most economical challenged groups with healthy and affordable local transport. 170 cycles have been rejuvenated and re-homed in the last 8 months. This is a good project that helps local people access services and employment opportunities with the added benefit of reducing high levels of obesity, poor health and traffic congestion. It is recommended to award the full amount requested.

#### **TAG 7 – Audlem & District Community Action (ADCA)**

**Total project cost: £11,200. Amount requested: £6,000**

ADCA wish to merge their fledgling community car scheme with another local scheme operated by the Audlem and District Amenities Society (ADAS); to expand it to parishes surrounding Audlem and widen the scope to include trips to other health professionals; the local medical practice, optician and dentist in addition to the trips currently undertaken to Leighton Hospital only. This is a good project that will increase community car provision in rural areas south of Nantwich where public transport is limited. It is felt that any funding should be subject to ADCA community car scheme providing residents with opportunities to travel to other essential services not just health care. CE will also clarify with ADCA the costs of providing a co-ordinator. It is recommended to award the amount requested subject to the conditions listed above.

#### **TAG 8 – Goodwill Village Hall Association/ Cheshire Association of Local Councils**

**Total Project value: £3,300. Amount requested: £2,500**

This is a joint bid to fund a consultation exercise in the rural Nantwich LAP area. The proposal is for the Community Transport Association to be commissioned to facilitate some consultation sessions with key stakeholders in the area to explore options and assist with writing a bid

submission to grant funding bodies. Given that the grant funding should be directed to deliver and implement transport scheme, rather than fund feasibility studies, it is recommended to decline the application.

**TAG 9 – Congleton Disabled Access Group (CDAG)**

**Total Project cost: £9,999. Amount requested: £9,999**

CDAG wish to continue the shopmobility service in Congleton town. The service provides access to those with impaired mobility to get around the town. The funding is required to continue and expand the service. This is a good project that improves social inclusion and access to essential services. Cheshire East Council funds other shopmobility services in the borough and it is recommended that the amount requested is awarded on condition that CDAG review membership/hire charges and work with Congleton Town Council to promote their service further.

**TAG 11 – Wishing Well Project**

**Total project value: £11,195. Amount requested: £8,350**

The Wishing Well Project supports older people in six areas – Crewe, Nantwich, Middlewich, Alsager, Haslington, Sandbach and adjacent rural areas. They provide meals, shopping trips, transport to appointments etc. The project is to finance a small car to supplement volunteers own transport. This is a good project that serves older and vulnerable people in areas where there is limited community transport provision and it is recommended that the amount requested is awarded.

**TAG 16 – Mid Cheshire Community Rail Partnership**

**Total project value: £3,150. Amount requested: £3,000**

The project is for a series of cycle leaflets to promote cycle routes to/ from Cheshire East stations on the Mid Cheshire Line, encouraging people to cycle and use the train with their bike as well. The leaflets will increase local awareness of the rail line, locations along it and encourage people to visit the area and support local businesses. The leaflets will be distributed by volunteers. It is recommended that the amount requested is awarded subject to input from Cheshire East's Public Rights of Way team.

**TAG 17 – Disability Information Bureau (DIB), Macclesfield**

**Total Project value: £9,600. Amount requested: £8,800**

DIB wish to develop an Assisted Shopping Service for disabled and older people in Macclesfield town centre so they can have someone to help them when accessing the town centre. It is felt this scheme is not a transport project and does not meet the criteria for funding. The proposal is more about independence enablement. It is suggested that the application is passed to the Partnerships & Communities Team for consideration. It is recommended that the application is declined.

**TAG 18 – Congleton Partnership**

**Total project cost: £9,999. Amount requested: £9,999**

The partnership will act as a co-ordinator of a transport scheme that will offer an accessible vehicle to a large range of 3<sup>rd</sup> sector groups and organisations based within Congleton and its surrounding areas. A separate application for a surplus CE vehicle has also been received (see below). This is a good application that will benefit a number of organisations within the Congleton area, such as luncheon clubs, friendship groups and youth clubs. The brokerage scheme will allow the vehicle to be used by many groups that would not be able to support the cost of their own vehicle. It is recommended that the amount requested is awarded.

**TAG 20 – Great Places Housing Association**

**Total project cost: £9,999. Amount requested: £9,999**

The application is to form a locally based transport scheme in the Knutsford area. The proposal is to provide transport to health appointments, employment and cover the LAP area. However, the application did not describe what scheme/project would be delivered, or how it would operated and co-ordinated – the application could therefore not be supported. The Knutsford LAP have recently formed a Transport Sub Group to discuss future transport options in the area and it is felt the group could work on submitting a bid that could be supported in the next funding round, 2014/15.

**TAG 21 – Peaks & Plains Housing Trust**

**Total project cost £9,999. Amount requested: £9,999**

To continue to deliver a Wheels to Work scheme in Macclesfield and surrounding areas and also the purchase of additional scooters to expand the scheme. The scheme allows those who do not have transport of their own to access employment, education and training opportunities within the borough. This is a good scheme that improves accessibility and reduces unemployment in areas of multiple deprivation. It is recommended that the amount requested is awarded.

**TAG 23 – Odd Rode Parish Council**

**Total Project cost: £20,000. Amount requested: £9,999**

The application is for grant funding towards providing a community bus service in the Rode Heath, Scholar Green, Mow Cop and Mount Pleasant areas where public transport is limited. The project will run from April 2014 to March 2017 and will provide transport for residents to attend doctors' surgeries in Kids Grove, medical appointments at Leighton Hospital/ North Staffs and Newcastle hospitals and at other times for community, pensioner and youth groups. Odd Rode Parish Council has also applied for a surplus council vehicle (see TAG Ref 28 below). This is a good application with strong community support and it is recommended that the amount requested is awarded.

**TAG 24 – Open Hands, Poynton**

**Total project cost: £3,000. Amount requested: £3,000**

Open Hands are requesting £3,000 to continue their community car scheme which has operated since 1981. The scheme uses volunteer drivers to provide transport for elderly, frail and disabled individuals who can't use public transport. The scheme is currently supported by the Council and it is recommended that the amount requested is awarded with a condition that Open Hands works with Poynton Town Council to link with other proposed large scale projects (see below).

**TAG 15 – Disley Parish Council**

**Total project cost: £6,000. Amount requested: £6,000**

Disley Parish Council wish to operate a community minibus service in the Disley and Newtown area and have applied for a surplus vehicle under the Vehicle Allocation Scheme (TAG 15 application below). This application is to help them administer, promote and market the service to residents of Disley, Newton and surrounding areas; and to train volunteer drivers to operate the minibus. It is recommended that the Parish Council are awarded the amount applied for on condition that they work with Poynton Town Council to promote the service holistically.

**Transport & Accessibility Grant Scheme – Large Grant Applications**

**TAG 25 – Poynton Town Council**

**Total project cost: £20,000. Amount requested: £18,000**

The Town Council wishes to start up a shopmobility scheme in the town which will be located in the Coop Independent Living Business and is applying for start up costs. The scheme will allow residents and visitors with mobility problems access to amenities in the town. The Town Council will apply for membership of the National Federation of Shopmobility if their bid is successful. This is a good scheme that has widespread support and it is recommended that the Town Council work with the Community Transport Association to develop a combined Business Plan (with TAG 26 and TAG 13 below) for large grant funding.

**TAG 26 – Poynton Town Council**

**Total project cost: £25,000. Amount requested: £22,500**

The application is for funding to create a cycle path between Poynton and the neighbouring village of Disley, part of which will go through Lyme Park. The two settlements already work in effective partnership in many areas, however there is no direct link between the two using public transport. The footpath will promote an alternative method of transport and encourage healthier lifestyles. This is good scheme that will improve connectivity between the two settlements and is well supported locally. It is recommended that the Town Council work with the Community Transport Association to develop its Business Plan for large grant funding (with TAG 25 and TAG 13).

**TAG 13 – Poynton Town Council**

**Total project cost: £30,000. Amount requested: £30,000**

As part of Poynton Town Council's plan to improve transport in the area, they have applied for surplus vehicles under the Vehicle Allocation Scheme (see TAG 15 below). This application is made for funding to administer, promote and market the service to residents within Poynton and surrounding areas; and to train volunteer drivers to use the minibus. This is a good application and it is recommended the amount requested is awarded on condition that they work with neighbouring Disley Parish Council and the Community Transport Association to develop its Business Plan for large grant funding (with TAG 25 and TAG 26).

**TAG 19 – Cheshire Community Action (CCA)**

**Total project cost: £14,086. Amount requested: £11,086**

CCA proposes to deliver a community car scheme in the Crewe, Nantwich and surrounding areas. CCA will recruit volunteer drivers to support their local communities by providing transport to vulnerable residents who require access to essential services. CCA already has considerable knowledge of operating community car schemes elsewhere in Cheshire. This is good scheme that will introduce a community car scheme to areas of the borough that currently have little or no community transport provision. It is recommended that the CCA work with the Community Transport Association to develop its Business Plan for large grant funding.

**TAG 22 – Community Transport, Halifax**

**Total project cost: £173,601. Amount requested: £173,601**

Community Transport, Halifax wish to create a borough-wide community transport service. The service would be dependent upon a successful application for use of all 9 surplus vehicles. The applicant would seek to work in partnership with other agencies to promote social inclusion and pioneer new transport services. However, if the application was successful it will leave very little funding for other locally-led projects and no surplus vehicles would be available for distribution to local community groups. It is therefore recommended to decline the application.

**Vehicle Allocation Scheme**

**TAG 4 – Rainow Parish Plan Implementation Group**

Rainow wish to apply for a surplus bus to provide transport for residents of the village and surrounding areas. The village has no amenities and the vehicle will allow groups to access essential services in nearby towns and villages. The use of the vehicle will be extended to local community/ youth groups. The RPPIG were awarded funding from last year's community transport grant scheme and will use this to operate and maintain the proposed services and make them sustainable by hiring out the vehicle. It is recommended to award a vehicle to RPPIG

**TAG 5 – Crewe YMCA**

Crewe YMCA would like to use a surplus vehicle to transport young people to life skills programmes; football and life academy events, woman's work academies, NEET people to attend Club Fuse funded by CE BC Early Intervention grant and young people to move to independent living. They have agreed to loan the vehicle to a number of organisations including the Crewe Salvation Army, Cheshire Without Abuse and the New Testament Church of God. The YMCA will use the funding they received last year (£3,000) to administer, support and promote the vehicle. This is good application and it is recommended to award a vehicle to the YMCA.

**TAG 10 – Congleton Disabled Access Group (CDAG)**

CDAG wish to start a scooter delivery and collection service in Congleton and surrounding villages and require a surplus vehicle to undertake this service. The vehicle will also be used to collect scooters that have broken down and need repairing at the CDAG office in Congleton. The Council has received applications from other organisations for surplus vehicles that would make better use of the vehicle in improving accessibility by transporting people to key service centres and it is recommended that the application is declined.

**TAG 12 – Macclesfield Town Community Sports Trust (MT CST)**

MT CST is a multipurpose organisation that works with local communities in the Macclesfield area. MT CST organise sporting activities that encourage individual and groups to lead healthier lifestyles, reduce youth offending and re-engage children with learning. The vehicle will be used to take young people to the organisation's young offender's project and homework clubs; young adults to employment workshops and single mums to the Strong Mums project. The vehicle will allow MT CST to deliver a wider variety of activities for their participants and remove current transport barriers. This is good application and it is recommended that the application is supported.

**TAG 15 – Disley Parish Council**

The Parish Council wish to provide a community minibus service in the Disley and Newtown area that will allow residents to access services in nearby towns, especially nearby Poynton where there is no direct bus service but where residents of Disley have to travel to access medical services, local leisure facilities and shops. The community bus service will link in with Disley's Good Neighbours volunteer group. Given the strong links between Disley and Poynton it is recommended that the award of a vehicle is conditional on Disley and Poynton working together to effectively use the vehicle. This is good application and it is recommended to award a vehicle.

**TAG 13 – Poynton Town Council**

As part of Poynton Town Council's plan to improve transport in the area they have applied for two surplus vehicles to allow residents to access the town shops and other services. One vehicle would be used to provide a regular town service, 3 days a week, operating in those areas of the town not currently served by the bus network. The second vehicle would be used to provide a demand responsive flexible service and used by community groups. This is a good application and it is recommended that one vehicle is allocated to Poynton Town Council for use on flexible demand services on condition that they work with neighbouring Disley Parish Council.

**TAG 14 – Calveley and Acton Primary Schools**

This application is made by two schools currently in a soft federation with a view to sharing assets and resources whilst retaining their independence. The vehicle will be used to transport pupils to take part in activities and events where facilities are located including before and after school clubs, sporting activities at other schools and residential trips. Having a vehicle will reduce the dependence on staff and parents to transport children between schools. It is recommended that a vehicle is awarded to the schools.

**TAG 29 – Congleton Partnership**

This application is made in addition to the above application for funding (TAG 18). The Partnership wishes to have a vehicle that they can offer to 3<sup>rd</sup> sector organisations within the Congleton area. The Partnership will act as a facilitator, administrator and co-ordinator of community transport services. This is good application that will benefit a number of organisations within the Congleton area, such as luncheon clubs, friendship groups and youth clubs. The brokerage scheme will allow the vehicle to be used by many groups that may not be able to support the cost of their own vehicle. It is recommended that a vehicle is allocated to the Partnership.

**TAG 22 – Community Transport, Halifax**

Community Transport, Halifax wishes to create a borough-wide community transport service using all 9 surplus vehicles. The applicant would seek to work in partnership with other agencies to promote social inclusion and pioneer new transport services. However, if the application was successful it will leave no surplus vehicles available for distribution to local community transport groups. It is therefore recommended to decline the application.

**TAG 28 – Odd Rode Parish Council**

This application is made in addition to the above application for funding (TAG Ref 23). The application is for a vehicle to provide a community bus service in the Rode Heath, Scholar Green, Mow Cop and Mount Pleasant areas where public transport is limited. The vehicle will provide transport for residents to attend doctors' surgeries in Kidsgrove, medical appointments at Leighton Hospital/ North Staffs and Newcastle hospitals and at other times for community, pensioner and

youth groups. This is a good application with strong community support and it is recommended that a vehicle is awarded to Odd Rode Parish Council.

#### **TAG 27 – Central Cheshire Buddy Scheme (CCBS)**

CCBS supports children and young people with physical disabilities, complex needs and learning disabilities. They operate 8 activity clubs which aim to improve young people's self esteem and confidence. Transport is a huge barrier for a number of families CCBS are trying to support and the availability of a vehicle will enable CCBs to overcome this barrier and expand their work. It is recommended their application is supported and vehicle awarded.

#### **LSTF Business Travel Planning Grants**

##### **Cheshire Bespoke Ltd**

**Total cost of Project - £5,000, Amount Requested - £4,999**

Cheshire Bespoke Ltd wishes to install secure, covered bicycle storage, following thefts from its previous premises, to encourage staff to cycle to work and reduce car journeys. Approximately 20-30 staff (of 86 full and part time) would benefit from this measure. It is therefore recommended that Cheshire Bespoke Ltd is awarded the full amount requested.

##### **Christian Concern**

**Total cost of Project - £5,625, Amount Requested - £3,925**

Christian Concern wishes to install covered secure cycle storage and shower and locker facilities for cyclists. It has limited, secure but uncovered storage which currently operates at capacity. The existing cycle storage is difficult to access. Current cyclists from outside the Crewe area have identified a need for shower facilities, particularly in the summer months. Matched funding will come from Christian Concern (financial and time contribution) and from PET Scaffolding (time and materials). It is therefore recommended that Christian Concern is awarded the full amount requested.

##### **Mid Cheshire Hospitals NHS Trust**

**Total cost of Project - £12,800, Amount Requested - £4,999**

The Mid Cheshire Hospitals NHS Trust at Leighton Hospital wishes to improve bicycle storage on site by installing a 40-space cycle storage facility which employees can use to store their bicycles within a secure unit accessible by ID badge. Thefts of bikes have previously been an issue on site and employees have raised this in travel plan questionnaires. Cycle storage would support the hospital's cycle to work scheme. The Trust will match fund the application for Estates work, CCTV and access control. It is therefore recommended that the Mid Cheshire Hospitals NHS Trust at Leighton Hospital is awarded the full amount requested.

##### **Manchester Metropolitan University (1)**

**Total cost of Project - £5,592, Amount Requested - £4,999**

Manchester Metropolitan University wishes to install two 10-space cycle storage facilities at strategic locations around the Crewe Campus, recognising areas of high demand. MMU has recognised the potential to extend cycling use for both staff and students and are implementing a range of promotional activities to support the installation of new cycle storage. Use of the facilities will be monitored. MMU will match fund the application through its Travel Planning budget and time input. It is therefore recommended that Manchester Metropolitan University is awarded the full amount requested.

##### **Manchester Metropolitan University (2)**

**Total cost of Project - £7,464.42, Amount Requested - £4,999**

Manchester Metropolitan University has high footfall across the Crewe Campus but has areas where there are conflicts between pedestrians and vehicles. In particular, a location close to the main entrance continues to present potential safety concerns, despite improved signage, pedestrianisation and road markings. MMU therefore wishes to install a new footway for pedestrians to remove the need to walk on the internal access road. This would instate a missing



link in the University's internal network. The works would also include appropriate signage, road markings and tactile paving. As well as improving walking connectivity, it will allow car park barriers to be used effectively, complementing efforts for permitted car parking. This project is considered as Phase 1 of a wider upgrade of pedestrian facilities on the campus. MMU will match fund the application through its Travel Planning budget and time input. It is therefore recommended that Manchester Metropolitan University is awarded the full amount requested.

### **South Cheshire College**

**Total cost of Project - £5,999, Amount Requested - £4,999**

South Cheshire College has implemented several measures to increase use of sustainable modes to the college. However, since 2008, the level of cycling of staff and students has remained static at around 2%, despite the provision of cycle racks and access to showers and lockers. The college therefore wishes to boost the use of cycles by providing more secure storage, safety equipment (helmets, reflective clothing), free cycle safety checks operated by Level 1 students (enhancing their study package) and promotional materials, including the use of cycling 'ambassadors'. The college will match fund this application through its time input. It is therefore recommended that South Cheshire College is awarded the full amount requested and the following conditions are met:

- Free cycle safety checks are offered in connection with the LSTF support, delivered by Cheshire East Council's Leisure and Development team.
- Promotional material will reference LSTF support.

### **Storage Boost (Crewe) Ltd**

**Total cost of Project - £4,850, Amount Requested - £4,750**

Storage Boost (Crewe) Ltd has a number of clients that already travel by bike but have to store their bikes in their offices. As a result, it wishes to purchase and install secure bike racks for use by staff, clients and customers. Storage Boost (Crewe) Ltd recognises that it has a huge client base and would extend the use of the bicycle storage to its customers and neighbours (eg the Brocklebank restaurant) during Storage Boost's regular opening hours. Storage Boost (Crewe) Ltd will match fund this application through its time input. It is therefore recommended that Storage Boost (Crewe) Ltd is awarded the full amount requested and the following conditions met:

- The bicycle storage must be made available to all businesses within the Weston Centre.
- The bicycle storage must be promoted to and made available for all neighbouring businesses.

### **Trax Commercial**

**Total cost of Project - £4,850, Amount Requested - £4,750**

Trax Commercial (based at Storage Boost (Crewe) Ltd) currently has no secure areas for bicycle storage and current users have to store their bikes in a warehouse environment or office space. As a result, it wishes to purchase and install secure covered bicycle storage for use by its customers, clients and office workers. Trax Commercial recognises that its location means that it could extend the use of the bike rack to neighbouring businesses and to train users on completion of the new Crewe Train Station. Trax Commercial will match fund this application through its time input. As the information provided does not appear to be distinctly different to the application made by Storage Boost (Crewe) Ltd, it is recommended that this application is deferred. Clarification should be sought from Trax Commercial.

### **Up and Under Group Ltd**

**Total cost of Project - £4,746, Amount Requested - £4,096**

The Up and Under Group Ltd has a number of staff who are occasional cyclists, walkers or public transport commuters. The car park operates at capacity and no on-road parking is available. It recognises that to expand its business, it needs to increase the non-driving commuting and deal with other work-related travel issues. As a result, The Up and Under Group Ltd wishes to purchase two folding bicycles, together with appropriate PPE, for travel to local clients. PPE will also be supplied to all staff who agree to commute by walking or cycling at least one day per week. Indoor cycle storage for an additional six cycles (from current two) will be provided, as well as an appropriate drying room and basic maintenance equipment (pumps, tools). These measures will be

complemented with a series of 'leave your car at home' breakfasts. It is therefore recommended that The Up and Under Group Ltd is awarded the full amount requested.

**Up and Under Foundation Ltd**

**Total cost of Project - £1,188, Amount Requested - £1,044**

The Up and Under Foundation is running a mass participation cycle ride on 08/06/14, intended to encourage groups of cyclists and non-cyclists towards completing a challenging event (50, 100 or 160km). The launch event in February aims to give people four months to develop the cycling habit, with an anticipated 250-400 cyclists joining the ride. The costs of organising, promoting (via social media and a website) and launching the rides will be covered by sponsors. The Up and Under Foundation wishes to promote the cycle event and the associated health and social benefits with the purchase of graphics (posters/pop-up displays and leaflets) to promote how businesses can involve their workforce in cycling for commuting, leisure and team building. Profits from the event will be used to support adventurous activities for local disadvantaged youngsters. It is therefore recommended that The Up and Under Foundation are awarded the full amount requested and the following conditions are met:

- Promotional material will reference LSTF support.
- The development of all promotional activities will include consultation with the LSTF Communications Officer.