**WELSH GOVERNMENT LOCAL TRANSPORT CAPITAL GRANTS FY2021-22**

**APPLICATION FORM**

**LOCAL TRANSPORT FUND, RESILIENT ROADS FUND AND ULTRA LOW EMISSION VEHICLE TRANSFORMATION FUND**

*Local Authorities shall complete one form per scheme. A scheme may comprise a single project or package of associated projects*

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| **Local Authority** |  |
| **Scheme Name** |  |
| **Scheme Priority Rank Number** |  |
| **Existing or New Scheme** |  |
| **Grant (please select one)** | Local Transport Fund / Resilient Roads Fund / Ultra Low Emission Vehicle Transformation Fund |
| **Date of Scheme** | Start Estimated Completion |
| **Funding required for 2021-22** | *£’000s* |
| **Project Manager Contact Name** |  |
| **Contact Telephone** |  |
| **Contact email** |  |
| **Authorised by (e.g. Head of Finance or Transport Services)** | Name:  Job Title:  Signature: |

**WELTAG CHECKLIST**

1. Which WelTAG Stages have you completed? Please tick all that apply.

Stage 1 Stage 2 Stage 3 Stage 4

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| For packages please list each project below and state the WelTAG Stages completed for each project: |

1. What level of **risk** is your study? Please tick one (See WelTAG page 34 for definitions).

Low Medium High

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| For packages please list each project below and state the level of risk for each project: |

1. Who is or will be on your **Review Group**? Please give job title and department/ organisation representing.

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| Economic |  |
| Social |  |
| Cultural |  |
| Environmental |  |
| Active Travel Expert |  |
| Others (please specify) |  |

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| For packages, where there are different Review Groups, please list the projects below and provide information on who is or will be on the review group for each project: |

1. What WelTAG Stages do you plan to have completed by the end of 2021-22? Please tick all that apply

Stage 1 Stage 2 Stage 3 Stage 4

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| For packages please list the projects below and state the WelTAG Stages completed for each project: |

**SCHEME DESCRIPTION**

Please provide a brief description of the scheme. If your application is for a scheme that will take longer than a financial year to complete, we require a description of the whole scheme and the elements to be delivered in each financial year. Applications for a package of schemes should contain a costed list of the associated projects in priority order.

Attach A4 location maps, project(s) drawing(s) and any other supporting information separately.

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| OS GB grid reference: |
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**SCHEME BUSINESS CASE**

**1. STRATEGIC CASE**

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| **The Case for Change** | |
| **Fit with draft new Wales Transport Strategy**  Please indicate how this scheme fits with the priorities set out in the draft new Wales Transport Strategy |  |
| **Current and Future Situation and Issues**  What are the local and wider issues that this scheme will address in the short and long term? Include baseline data where available. What will happen if no action is taken? |  |
| **Scheme objectives**  What are the objectives of the scheme? (there should be up to 5 or 6 and should be Specific, Measureable, Achievable, Realistic and Time-limited) |  |
| **Scheme outputs**  What are the specific outputs that the scheme will deliver? |  |
| **Fit with Policies and Plans**  Please indicate where this scheme fits with local policies and plans such as the Local Well-being Assessment, Local Transport Plan and any other related policies and plans. |  |
| **Community Engagement and Consultation**  Please summarise how you have engaged local communities and consulted on your proposals. How have you involved those with protected characteristics? How has this process informed the scheme design? |  |

**Fit with Grant Purpose/ Objectives**

Please outline below how your scheme contributes to the relevant grant purpose/ objectives. Please only fill in for the grant that you are applying for and leave the other blank.

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| **Grant name** | **Grant purpose/ objectives** | **Scheme Contribution** |
| **Local Transport Fund** | * Reduce economic inactivity by delivering sustainable access to employment * Improve quality of life particularly those living in disadvantaged and rural communities by delivering sustainable access to key facilities and services * Connect communities and enable access to key services * Improve public transport journey time reliability * Reduce public transport journey times |  |
| **Resilient Roads Fund** | * Address disruptions caused by severe weather to the highway network, especially to the public transport network |  |
| **Ultra Low Emission Vehicle Transformation Fund** | * Provision of charging infrastructure for electric vehicle, targeted at users without access to off-street parking. * Provision of charging infrastructure in public car parks. * Electric vehicle charging hubs – focused on areas with potential to support a variety of electric vehicle charging needs * Provision of charging infrastructure for taxis, private hire vehicles and buses * Provision of Green Fleet for taxis, private hire vehicles and buses * Provision of micro mobility (ie. support to participate in DfT e-scooter trials, promotion of e-bikes and e-cargo bikes) |  |

**2. TRANSPORT CASE**

**Contribution to Well-being Goals**

Transport schemes must seek to maximise their contribution to the well-being goals. Please provide a summary of the impacts of the scheme to the well-being goals. This should be informed by the statutory and non-statutory impact assessments of the scheme.



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| **Well-being Goal** | **Impact (select one for each goal)** |
| A prosperous Wales | Positive / neutral / negative |
| A resilient Wales | Positive / neutral / negative |
| A healthier Wales | Positive / neutral / negative |
| A more equal Wales | Positive / neutral / negative |
| A Wales of cohesive communities | Positive / neutral / negative |
| A Wales of vibrant culture and thriving Welsh language | Positive / neutral / negative |
| A globally responsible Wales | Positive / neutral / negative |

**Value for Money**

Please explain what steps have been taken to ensure costs have been kept as low as possible and to quantify if the funding requested will represent value for money. Include Benefit Cost Ratio (BCR) if known:

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**Impact Assessment**

Please provide a summary of the expected impacts of the scheme, who is affected, how, and key qualitative/ quantitative supporting evidence. The impacts shown below should always be considered, but the list is not exhaustive and other impacts may be relevant. Impacts may be positive, negative or neutral, and should consider all users including those with protected characteristics.

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| **Well-being Goal** | **Impacts** | **How does the scheme reduce negative impacts and maximise positive impacts?** |
| **A prosperous Wales**  *An innovative, productive and low carbon society which recognises the limits of the global environment and therefore uses resources efficiently and proportionately (including acting on climate change), and which develops a skilled and well-educated population in an economy which generates wealth and provides employment opportunities, allowing people to take advantage of the wealth generated through securing decent work.* | * Changes in productivity: availability of suitable labour for employers, and changes in agglomeration effects. * Transport costs: monetary costs paid by those travelling e.g. vehicle operating costs, tolls, and public transport fares. * Accidents: the cost of accidents. * Land: does the scheme reduce the amount of agricultural land? Does it open up development sites? * Capital costs: to the public sector, to the private sector from the scheme itself and from the impacts * Revenue costs: to the public sector, to the private sector, and to end users from the scheme itself and from the impacts * Journey time changes: across all affected modes for users and non-users of the scheme. * Journey time reliability changes: changes in the variation in journey times between times of days and between journeys made at the same time each day. * Local economy: how does the scheme affect the sectors in the local economy? * Access to services: impact on journeys to key services such as health facilities, schools * Access to employment: how many jobs can people reach and what is the journey time |  |
| **A resilient Wales**  *A nation which maintains and enhances a biodiverse natural environment with healthy functioning ecosystems that support social, economic and ecological resilience and the capacity to adapt to change (for example climate change).* | * Noise: does anyone experience a change in noise levels * Biodiversity: is there an impact on wildlife and the number of species * Water Environment: is there an impact on water courses * Option and non-use values: does the scheme provide alternatives for current journeys and does it change the resilience of the transport system |  |
| **A healthier Wales**  *A society in which people’s physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood.* | * Physical activity: the amount of walking, cycling and other physical exercise undertaken by people * Accidents: the number and severity of injuries * Security: how safe do people feel * Journey quality: for example, the comfort of the vehicle and access to information * Air quality: are there changes in air quality * Health impact assessment |  |
| **A more equal Wales**  *A society that enables people to fulfil their potential no matter what their background or circumstances (including their socio economic background and circumstances).* | * Affordability: is there any change to the cost of travel paid by users * Equality, diversity and human rights impact assessment |  |
| **A Wales of cohesive communities**  *Attractive, viable, safe and well-connected communities.* | * Severance: do any groups of people become separated from others or facilities they regularly use * Rural impact assessment |  |
| **A Wales of vibrant culture and thriving Welsh language**  *A society that promotes and protects culture, heritage and the Welsh language, and which encourages people to participate in the arts, and sports and recreation.* | * Landscape: is there a visual or other impact on the landscape * Townscape: is there a visual or other impact on the townscape * Historic Environment: are there any changes in areas of historical interest * Welsh Language impact assessment |  |
| **A globally responsible Wales**  *A nation which, when doing anything to improve the economic, social, environmental and cultural well-being of Wales, takes account of whether doing such a thing may make a positive contribution to global well-being and the capacity to adapt to change (for example climate change).* | * Greenhouse gases: is there a change in the amount of greenhouse gases emitted |  |

**3. MANAGEMENT CASE**

Can the scheme be delivered? What are the risks?

A project plan identifying timelines for activities and key milestones must be provided for each scheme appropriate to the scale, complexity and risks associated with the scheme. Where key stages / milestones have been reached / completed, give date when reached where applicable. As a minimum, information should be provided on design; timing of statutory processes/planning consent, land acquisition, procurement, construction, scheme opening and completion where these apply to the scheme.

Information on risks to delivery and mitigation measures in place or proposed must be included.

**4. FINANCIAL CASE**

**Financial expenditure profile**

£000s, Outturn prices (gross of grant / contributions shown separately below)

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|  | **Pre 2020/21** | **2020/21** | **2021/22 projected** | **2022/23** | **2023/24** | **2024/25** | **Later** | **Total** |
| Surveys |  |  |  |  |  |  |  |  |
| Design |  |  |  |  |  |  |  |  |
| Land Purchase |  |  |  |  |  |  |  |  |
| Accommodation Works |  |  |  |  |  |  |  |  |
| Construction |  |  |  |  |  |  |  |  |
| Project Management |  |  |  |  |  |  |  |  |
| Monitoring and Evaluation |  |  |  |  |  |  |  |  |
| Promotion |  |  |  |  |  |  |  |  |
| **GROSS TOTAL** |  |  |  |  |  |  |  |  |
| Match funding amount, percentage contribution and **funding source(s)**  ***(insert name of organisation*)** |  |  |  |  |  |  |  |  |
| **NET TOTAL** |  |  |  |  |  |  |  |  |

**Quarterly Expenditure Profile**

*(Expenditure should be planned as early as possible in the financial year to ensure confidence in a full spend. Expenditure planned for Quarter 4 should be limited to minimise the risk of underspend)*

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|  | **Forecast FY2021-22 Expenditure (in £000s)** | | | |
| **Quarter 1** | **Quarter 2** | **Quarter 3** | **Quarter 4** |
| Surveys |  |  |  |  |
| Design |  |  |  |  |
| Land Purchase |  |  |  |  |
| Accommodation Works |  |  |  |  |
| Construction |  |  |  |  |
| Project Management |  |  |  |  |
| Monitoring and Evaluation |  |  |  |  |
| Promotion |  |  |  |  |
| **GROSS TOTAL** |  |  |  |  |
| Match funding amount, percentage contribution and **source(s) *(insert name of organisation*)** |  |  |  |  |
| **NET TOTAL** |  |  |  |  |

**5. COMMERCIAL CASE**

How will the scheme be procured? What is the number and experience of the likely suppliers? What are the key contractual arrangements, what is the contract length?

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**MONITORING AND EVALUATION**

Has a monitoring and evaluation plan been prepared?

If yes, please provide details below or attach relevant documents as evidence. What is the baseline data and relevant targets?

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Has any monitoring or evaluation work already taken place?

If yes, please provide details below and attach any relevant documents to this application as evidence.

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