**WELSH GOVERNMENT SAFE ROUTES IN COMMUNITIES FY2020-21**

**SCHEME APPLICATION FORM**

*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** |  |
| **Date of Scheme** | Start Estimated Completion |
| **Funding required for 2020-21** | *£’000s* |
| **Total funding required to complete scheme from 2021-2022 onwards** | *£’000s* |
| **Project Manager Contact Name** |  |
| **Contact Telephone** |  |
| **Contact email** |  |
| **Authorised by (e.g. Head of Finance or Transport Services)** | Name:  Job Title:  Signature: |

**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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| **Name of school/s on which the scheme is focused** | **Number of pupils** |
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Is the scheme in a designated locality under the Active Travel Act?

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| **Yes** | **No** |

If yes, is it included in your Existing Routes Map or your Integrated Network Map? If yes, please show the route reference, taken from the Active Travel Mapping System and describe how the scheme fits into your existing or planned active travel network.

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| Route Reference: |
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If the scheme is in a designated locality, but does not link to an existing or planned active travel route, please provide evidence why your scheme should be considered for funding:

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**Sustainable Development Principle**

The Well-Being of Future Generations (Wales) Act 2015, places a duty on public bodies to apply the sustainable development principle in everything they do, through the five ways of working. Please describe how you have followed the five ways of working in the development and appraisal of your scheme. Please use the Future Generations Framework <https://futuregenerations.wales/wp-content/uploads/2018/11/FGCW-Framework.pdf>

**PLEASE ONLY PROVIDE INFORMATION RELATED TO YOUR SCHEME**

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| **The Five Ways of Working** | |
| **Long Term** – please describe how you have considered long term needs related to your scheme. What are the impacts of your scheme on future generations? |  |
| **Prevention** – please describe how you considered options to prevent the problems that your scheme is addressing, from getting worse or occurring in the first place. |  |
| **Integration** – please describe how you have considered the well-being objectives of other public bodies. |  |
| **Collaboration** – please describe who you collaborated with and how, in the development and appraisal your scheme. |  |
| Safe Routes in Communities schemes are most successful where they have been developed with close involvement of pupils, parents, school staff and the wider community. We want to see involvement and collaborative design from the early stages of scheme development, wherever possible. | |
| **Involvement** – please describe who you have involved, when and how, in the development and appraisal of your scheme. You can include examples as an annex. |  |

**SCHEME BUSINESS CASE**

**1. STRATEGIC CASE**

The case for change, fit with policies and objectives.

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| **The Case for Change** | |
| **Current and Future Situation and Issues**  What are the local and wider issues that this scheme will address? Include baseline data where available. What will happen if no action is taken? |  |
| **Scheme outputs**  What are the specific outputs that the scheme will deliver? (objectives and outcomes should be set out in the next section) |  |
| **Fit with Policies and Plans**  Please indicate where this scheme fits with local policies and plans such as the Local Transport Plan and any other related policies and plans.  **Please also indicate the Integrated Network Map route reference for this scheme, taken from the Active Travel Mapping System.** |  |

**Fit with Well-being Objectives**

The Well-Being of Future Generations (Wales) Act 2015, places a duty on public bodies to seek to achieve the well-being goals and objectives in everything they do. Please outline below how your scheme fits with the Welsh Government’s Well-being Objectives:

<https://gov.wales/well-being-future-generations-wales-act-2015-guidance>

<https://gov.wales/prosperity-all-national-strategy>

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| **Prosperity for All** | **Well-being Objectives** | **Scheme contribution** |
| **Prosperous & Secure** | * Support People and businesses to drive prosperity * Tackle regional inequality and promote fair work * Drive sustainable growth and combat climate change |  |
| **Healthy & Active** | * Deliver quality health and care services fit for the future * Promote good health and well-being for everyone * Build healthier communities and better environments |  |
| **Ambitious & Learning** | * Support young people to make the most of their potential * Build ambition and encourage learning for life * Equip everyone with the right skills for a changing world |  |
| **United & Connected** | * Build resilient communities, culture and language * Deliver modern and connected infrastructure * Promote and protect Wales’ place in the world |  |

**Scheme Objectives**

Please outline below how your scheme fits with the relevant grant 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 objectives** | **Scheme Contribution** |
| **Safe Routes in Communities** | * Increase levels of active travel among children travelling to school * Increase levels of active travel in the wider community (Please indicate the position of the community in the Welsh Index of Multiple Deprivation) * Improve the liveability of communities |  |

**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 social, cultural, environmental, and economic impacts of the scheme, who is affected, how, and key qualitative/ quantitative supporting evidence.

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| **Social Impacts**  Please consider physical activity, journey quality, number and severity of accidents, security, access to employment, access to services, affordability, severance. |  |
| **Cultural Impacts**  Please consider cultural impacts including welsh language. |  |
| **Environmental Impacts**  Please consider noise, air quality, greenhouse gases, landscape, townscape, historic environment, biodiversity, water environment. |  |
| **Economic Impacts**  Please consider journey time, journey time reliability, transport costs, accident costs, productivity, local economy, land, capital costs, and revenue costs. Include evidence on Transport economic benefits and on wider economic benefits including jobs created. |  |

**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 projected** | **2021/22** | **2022/23** | **2023/24** | **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 FY2020-21 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**

How and when will you measure if the scheme has been successful? Post-delivery monitoring plan, data collection, and relevant targets?

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