



Derby City Council

**Neighbourhoods O&S Board
18 November 2014**

Report of the Strategic Director
Neighbourhoods

ITEM 6

Local Sustainable Transport Fund (LSTF) Update

SUMMARY

- 1.1 This report updates Members about progress made on the Local Sustainable Transport Fund (LSTF) programme, including:
- the current scope of the LSTF programme and developments since it was approved by Cabinet on the 5 December 2012;
 - the latest financial position of the programme, highlighting progress for both capital and revenue projects;
 - what has been achieved to date against short and longer term outputs and targets.
- 1.2 It informs Members about what the LSTF programme intends to deliver in the future, outlining new funding proposals and bid timescales.

RECOMMENDATION

- 2.1 That members note the report.

REASONS FOR RECOMMENDATION

- 3.1 Members of the Neighbourhoods Overview & Scrutiny Board requested information setting out progress on the Local Sustainable Transport Fund.

SUPPORTING INFORMATION

- 4.1 In August 2012 the Council were awarded £4.9220m grant funding from the Department for Transport (DfT) made up of £1.8458m capital and £3.0762m revenue.
- 4.2 The LSTF bid was shaped in partnership with a number of third parties, including businesses, service providers and the Sustainable Transport Partnership (STP). LSTF schemes are delivered in partnership between the council and third parties, or directly by third parties.

- 4.3 The aims of the LSTF are to enable the delivery of sustainable transport solutions that support sustainable economic growth whilst reducing carbon. This is achieved by providing a range of creative and innovative behavioural change projects, in addition to more traditional transport investments, that encourage travel by sustainable modes including walking, cycling, car sharing, using public transport and flexible working.

The current scope of the LSTF programme

- 4.4 The original LSTF target area was the south east of Derby, targeting employers, employees and job seekers with a number of schemes and initiatives affecting two or more wards in the city. However, the Connected brand has been adopted by key stakeholders and the general public as 'the' sustainable transport brand for Derby. This has expanded Connected marketing and promotional activity and initiated new city-wide campaigns and events outside of the initial target area.
- 4.5 Additional LSTF resources have supported the refresh of traditional travel planning measures to attract and encourage existing and new businesses to implement effective travel plans. The DCC Travel Plan Officer has since moved into the LSTF team to ensure businesses are proactively taking advantage of the range of LSTF services, such as grants up to 25k, during the fund period.
- 4.6 The LSTF team has built upon existing relationships across council departments with similar agendas, such as Regeneration, Planning and Climate Change. For instance, the LSTF marketing team has joined up promotions of various campaigns and projects including grant funding for businesses.

Financial position

- 4.7 The LSTF was a rolling 3 year programme, with flexibility in the grant conditions to carry forward or accelerate funding between years. LSTF grant funding has to be spent by 31 March 2015 and there is no flexibility beyond this.

We are currently on track to deliver 100% of the programme by March 2015 and have recently secured additional revenue funding for 2015/16 (see 4.42).

LSTF strands (summary)

- 4.8 The LSTF programme was developed around five strands to effectively target delivery and meet its aims and objectives. Below is a brief outline of each strand and more detail is available in the initial bid document available at: <http://www.derby.gov.uk/transport-and-streets/transport-policy/transport-fund/>.
- 4.9 **Strand 1 - Improve sustainable transport options for commuters and businesses.** This strand delivers a package of measures to improve bus services, cycle and pedestrian routes, cycle hub and access from Derby station and riverside.
- 4.10 **Strand 2 - Encourage behaviour change through a smarter choices package.** This strand includes a comprehensive package of marketing activities, incentives and travel information products for both employers and individuals.

- 4.11 **Strand 3 - Enable job-seekers to access employment at targeted sites.** This strand includes a range of schemes and incentives to ensure that transport is not a barrier to local people trying to access employment opportunities.
- 4.12 **Strand 4 - Work with employers to support sustainable travel.** This strand includes projects with employers to maximise the business efficiency of their own sustainable transport improvements and support joint initiatives.
- 4.13 **Strand 5 - Ensure new developments build in sustainable travel options from the start.** This strand includes programme delivery and provides a robust evidence base to inform future programmes, projects and policy development and delivering projects in such a way that the LSTF legacy continues after the funding period.

LSTF Progress and Key Achievements

- 4.14 Several capital projects, including the Park Bikeworks, Full Street contraflow, Pride Parkway Toucan Crossing have recently been completed. Works is also nearing completion on the Riverside Cycle Route.
- 4.15 As a small LSTF programme (under £5m) we are required to track the progress of individual schemes against key milestones and targets which is submitted through our annual outputs report to DfT. To achieve this we have taken a proportionate approach to the monitoring and evaluation framework by collating outputs from each individual project (see 4.16 to 4.25).
- 4.16 **Strand 1 - Key outputs to date**

The following highlight the specific project outputs achieved to date for each strand. Key outputs in strand 1 include:

- Completion of key capital infrastructure schemes including the Park Bikeworks, Full Street contraflow and Pride Parkway Toucan Crossing. Works has also started on the Riverside Cycle Route.
- In total 11.5km of new or improved cycle and pedestrian routes is programmed to be delivered. At present 5km has been completed with site improvements installed across Pride Park and Riverside routes.
- 12 x workplaces awarded grants equating to the sum of approximately £134,000 with match funding from these businesses of £162,000.
- 63 x cycle parking spaces with secure parking installed at businesses.
- 7x shower and locker facilities installed at businesses.
- 18 x modern cycle fingerpost signs with estimated cycle times installed in the Pride Park area.
- 4 x new bus stops designed and implemented along Raynesway service roads to improve access to major employers. 3 bus stops included shelters.
- 36 x existing bus stops improved with raised kerbs and stop markings along Ascot Drive and Harvey Road.
- 161 x interactive smartphone touch signs installed at bus stops throughout the LSTF area. To date these have been used 14,146 times to access bus information.
- 24 x Real-time bus displays installed.

- 3 x bus services have been improved as a result of LSTF funding to key employment zones; Service no. 73 and 111 frequency and route improved, and completely new bus service the Rail Link 1 shuttle service from the rail station to the bus station (for full details see 4.26 to 4.31).

4.17 Strand 2 - Key outputs to date

- 2 x electronic information kiosks have been installed at the rail station (main building and in the new bus shelter). These provide automated travel plan and journey information and have been accessed 84,010 times.
- 82,172 hits on www.derbyconnected.com to date.
- 11,923 journeys planned using the Connected Online Journey Planner.
- 44 x buses across the network have been upgraded with Wi-Fi.
- 1270 x taster bus tickets issued to employees as part of Love Your Journey Campaign.
- 293 x employees have received adult cycle training.
- Cycle Derby app (route planner mobile phone app) launched.
- Cycle Derby begun offering Cycle Maintenance Sessions as of April 1st 2014.
- Range of promotional materials and leaflets designed and printed including the Connected business information packs, new bus timetables, grant funding applications, mode specific inserts, travel action plan surveys and templates for external partners.
- Range of Connected branded promotional items and incentives including event gazebos (3), roller banners (2), pens (500), water bottles (100), polo shirts (20), travel wallets (500), Hi Viz cycle vests (xx), backpacks (20), fleece (20), clipboards (25), USBs (100), Graphic Prints (4) and 7ft banner flags (14).

4.18 Strand 2 - Other significant achievements to date

- Connected brand fully developed and brand guidelines finalised.
- Connected Marketing and Communications Strategy and detailed action plans developed for each target audience.
- Several bespoke campaigns launched, including Brighter by Bike and Love Your Journey bus campaign that offered car drivers 4 weeks of free bus travel and on-going support and bespoke travel information.
- In May 2014 we negotiated a deal with ARRIVA, Kinch Bus and trent barton to provide discounted annual season tickets to employees in Derby. The marketing plan for the scheme is being developed and will specifically target current car users.

4.19 Strand 3 - Key outputs to date

- 36 x Wheels to Work (W2W) moped loans/purchases for job seekers.
- 67 x Wheels to Work (W2W) bicycle loans/purchases for jobseekers.
- 27 x individuals have had support in travel expenses for attending interview.
- 130 x individual's now accessing employment/training as a result of the W2W scheme.
- 171 x recycled bicycles sold through the Bike Back Derby project (against a target of 150)

- 825 x job seeker discounted bus tickets issued.
- 29,112 bus journeys recorded using the unemployed person bus passes between April 2013 and March 2014.
- 27 x job seekers engaged in Bike It scheme (training, support and advice on accessing employment opportunities by sustainable modes of travel).
- 5 x bikes loaned to job seekers to help them access job interviews.
- 69 x Bike IT events with approximately 1,111 adults and 2,450 KS4/5 attendees.
- 27 x primary school family members engaged in Bike It (11 of which are unemployed).
- Pilot of innovative Pocket Places for People (PPP) project in Normanton.
- Launch of innovative social enterprise bike recycle scheme, Bike Back Derby, where HMP Stocken service and refurbish old bikes for low cost sale to employees and job seekers in Derby.
- Bike IT for Job Seekers (this is the first time this approach has been piloted by Sustrans in the UK).

4.20 **Strand 4 - Key outputs to date**

- 95 x workplaces engaged in Travel Advice Service (TAS) including Rolls Royce, Balfour Beatty, Bombardier, Severn Trent and University of Derby.
- 41 x Travel Action Plans completed with fully engaged businesses. A further 8 have had original travel plans refreshed.
- 30 x travel advice events/roadshows delivered at businesses.
- Sustainable Transport Partnership established in 2012 with the remit of proactively advocating the sustainable travel agenda. Membership includes key private, public and third sector organisations.
- Connected Business Awards event in April 2014, with 17 nominations and awards in various categories awarded by Peter Richardson, Chair of Derby Renaissance Board and Chair of D2N2 LEP.
- 38 x workplaces involved in personalised travel planning (PTP).
- 5 successful PTP marketing campaigns delivered exceeding targets
- 1081 x adults received personal travel planning (PTP) including on-going support, quality information, incentives and tailored journey planning advice.
- 1346 x members now registered on the Derby Carshare Website (www.derbycarshare.com) launched in January 2013.
- 6 x business groups set up on Derby Carshare.

4.21 **Strand 5 Key outputs to date**

In addition to overall programme coordination and establishment of the LSTF monitoring and evaluation framework, other outputs in strand 5 include:

- Expert consultancy advice on embedding sustainable travel practices within local businesses including knowledge/skills transfer to transport planning team.
- Creation of the Sustainable Transport Partnership (STP) which is made up of key businesses including Derby City Council, Rolls Royce and Severn Trent.
- Online eCRM Cloud database developed so all internal and external delivery partners can collate information on business engagement activities whilst out

in the field.

Current Outcomes and Trends

- 4.22 In addition to the outputs outlined above, we are undertaking further research to assess the overall impact of the LSTF programme to provide a local evidence base for future investment in sustainable transport measures. We feel the most effective way to evaluate the impact of the programme is to conduct a bottom up approach based on the qualitative and quantitative data collected. From a set of monitoring and evaluation indicators (outlined in Appendix 2) will be able to analyse this data and estimate the overall impact of the programme in terms of congestion, carbon, accessibility, physical activity, air quality and road safety. Once project data is analysed we will then look at how we can most effectively utilise this to make sensible deductions about the impact of the three year LSTF programme. This approach will enable us to report its effect in formal reports, but also to draw out illustrative key facts and case studies which create an engaging narrative about the programme and its influence on individual commuters, workplaces and routes. This work is expected to be completed in July 2015.
- 4.23 Below are the four outcome targets that we are working towards and more detail on the longer term evidence base and other secondary data being collated can be found in appendix 2.
- Outcome 1 - A 10% reduction in car driver mode share for commuter trips and an overall increase in commuting by sustainable modes.
 - Outcome 2 - As new employment sites are occupied, a lower initial car driver mode share for travel to work at these sites than the present average for the war. This is set at 57% or less (compared to 63% average).
 - Outcome 3 - An increase in patronage on bus routes serving the employment sites in the target area. This is set at 20% increase over 3 years.
 - Outcome 4 - An increase in cycle activity on the main cycle route that links employment sites in the target area. This is set at a 6% increase for the target area.
- 4.24 Based on the scale of activity thus far we would not necessarily expect to be able to see significant changes for outcomes this early in the programme. However, initial evidence is showing positive trends associated with LSTF investment despite the short delivery timescales. We must note that any increase or decrease in activity attributable to LSTF activity is subjective and other external influences have to be considered. In addition four key indicators are shown below, capturing current trends at this point in the programme. Further work is needed to capture and analyse the remaining data across the remaining indicators. For further details of this activity please refer to appendix 2.

Trend 1: Bus services to employment sites

- 4/25 Derby LSTF programme has boosted two key bus services to important employment sites:
- Route 73, extended in August 2012 to serve Raynesway industrial park,

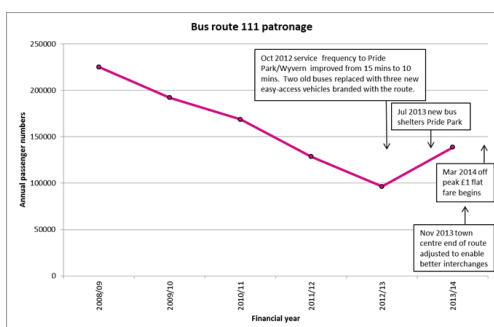
receiving newer buses, and from October 2013 running at a half-hourly frequency (compared with hourly before).

- Route 111, serving Pride Park and Wyvern Business Park (providing a park and ride service to the city centre for council staff and others) becoming a ten minute frequency from October 2012 (compared with 15 minute intervals before) with new route-branded buses.

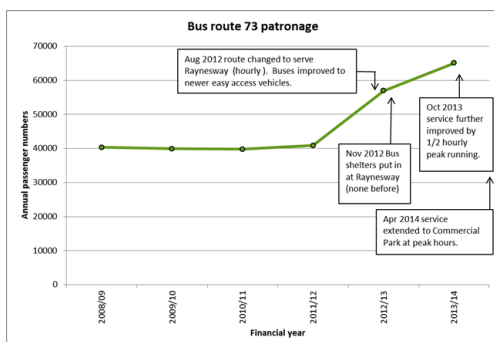
4.26 In addition, since August 2013, LSTF has funded a shuttle service linking the railway station to the city centre bus station, to compensate for the temporary diversion of buses away from the city side of the station during works on the London Road rail bridge. Route RL1 runs four times per hour with a flat rate fare of £1 and also serves London Road hospital.

4.27 Route 111 has gone from a long-standing decline in patronage to a rapid rise in patronage (see chart below). Further rises in patronage in the coming period are required in order to justify the service continuing at present service levels. The declining trend on route 111 appears to have taken several months to reverse after

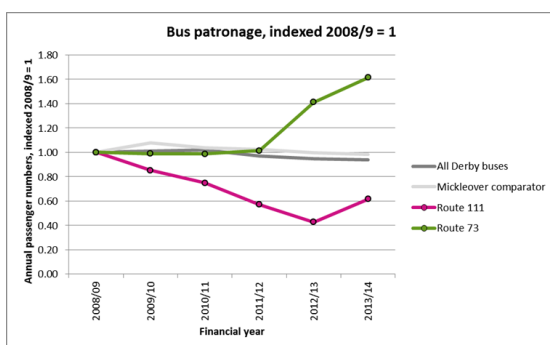
the rise in service frequency, but in the year since the low point, patronage has increased 44% with 42,000 extra passenger journeys (15,000 were council staff travelling free). Until the London Road bridge reopens it is not possible to assess whether demand on the 111 has been depressed by diversion of Arriva routes 40, 41, 43, 44, 45 to Pride Park.



4.28 Route 73 has changed from a long-standing static level of patronage to a rapid rise (see chart below). It is not yet clear if patronage will increase to a level that is commercially viable for the operator.



- 4.29 The changes on route 73 appear to have had a rapid effect on patronage, which rose 59% after 18 months of the extension to Raynesway, corresponding to 64% rise above extrapolation of patronage on the general Derby bus trend and 25,500 extra passenger journeys.
- 4.30 The patronage rise on both routes is in contrast to a slight decline in Derby bus use overall, and on an unimproved comparison route (see chart below).



Trend 2: Cycling to employment sites

- 4.31 LSTF programme is engaging with employees to encourage cycle commuting and is improving cycling links on two core routes. These include the riverside route connecting the city centre, train station, Pride Park and Raynesway and Spondon.
- 4.32 It is anticipated that the LSTF interventions will raise levels of cycling on these routes particularly, but also on cycle routes in the surrounding area. Attribution of the changes to LSTF requires evidence that rises exceed the long-term route-specific trend and trends in other parts of the city.
- 4.33 Positive trends on key routes in the LSTF area can be seen, however with the gaps in the data it is difficult to be fully confident in these conclusions. For example, two key positives are the canal path from London Road to Harvey Road is up 20% in cycle usage from 2011/12 to 2012/13, and Meadow Road – the riverside path just over the river from the Council House – has gone up by 19% for the same period.

What baseline information is available on the trends of levels of cycling in the LSTF area and on cycling levels elsewhere in the city?

- 4.34 Variations in the weather cause cycling levels for the same month to change considerably from year to year, and whole year averages also show marked variability, so a number of years of data are necessary to confidently demonstrate rises in cycling levels (unless changes are very large).
- 4.35 Five one-day manual counts of traffic including cycling were undertaken in September 2013 at sites in the LSTF area and annual repeat counts are planned. One-day counts are subject to even greater variability than monthly figures, so these single annual manual counts cannot be expected to provide a basis for convincing conclusions. They may provide some corroborative evidence for trends shown by automatic cycle counters.
- 4.36 Two sources of data from automatic cycling data have been made available from 'C2' database and tabulated monthly summary data. However, trends drawn from the C2 traffic database unfortunately show gaps in the data and are due to counter failures. Only four automatic cycle counters are operational in the city, of which two are highly relevant to the LSTF priority area. It is evident from Figure 1 that counter failures make it difficult to establish a baseline. There is not a single counter that extends to the present and has a continuous run of data to allow comparison with several previous years. Potential 'comparator' counters in other parts of the city (not charted) show similar defects.
- 4.37 The intended renewal of the automatic counter maintenance contract is essential in order to plug the gaps in the automatic count data and create the means to authoritatively detect changes in levels of cycling and attribute them to the LSTF programme. The renewal and repair contract should extend to some of the counters in parts of the city that are not expected to see changes as a result of the LSTF programme, giving priority to the counters that had the longest, most continuous runs of data up until recent years. Because the current automatic counter data is showing gaps, ensuring continued collection of data for a period of more than one year after the end of the LSTF programme is likely to be important in order to confidently show that change has occurred, particularly if changes are subtle and take effect gradually.

Trend 3 -Travel Advice Service - Commuter mode share and workplace engagement

- 4.38 Between March 2013 and May 2014 1,468 employees at 34 workplaces completed an Employee Travel Survey. This is an initial survey to assess current travel habits and gauge attitudes to sustainable modes of travel, the findings of which are used to develop a travel action plan. As part of this survey employees were asked how they travelled to work on weekdays:
- 70% of journeys were by single occupancy vehicle (i.e. drove by car alone, taxi or motorcycle).
 - 30% of journeys were by sustainable modes (i.e. car share, bus, train, Park &

Ride, walk or cycle).

- The majority of journeys (68%) were by lone drivers .
- The most popular sustainable modes were car share (7%), walking (7%), bus (6%) and cycling (6%).

4.39 10 workplaces completing an Employee Travel Survey had more than 50 survey respondents, and therefore have individual workplace-specific mode splits which are based on a more robust sample size. Of these:

- The percentage of commuter journeys by single occupancy vehicle ranged from 51% to 88%, while the percentage of journeys by sustainable modes ranged from 12% to 49%.
- The companies with the highest use of sustainable modes were Royal Crown Derby (49%), Interfleet (48%) and Asda: Sinfin (46%).
- Severn Trent: Raynesway (88%), Derbyshire Healthcare NHS Foundation Trust (81%) and Derwent Living (70%) had the highest use of single occupancy vehicles.
- The company with the largest proportion of commuter journeys by lone drivers was Severn Trent: Raynesway (87%).
- Three workplaces had over 10% of the workforce cycling to work: Sainsburys: Ormanston Park (17%), Interfleet (14%) and Royal Crown Derby (13%).
- Asda: Sinfin had by far the highest level of walking, at 30%.
- Public transport use was highest at Interfleet (20%) and Signaling Solutions (16%).
- Signalling Solutions (14%), Severn Trent: Pride Park (13%) and Royal Crown Derby (11%) had the highest levels of car sharing.

4.40 From September 2014 Connected will carry out an annual *Commuter Count* survey. This will monitor the proportion of employees using different modes to travel to work, both at individual workplaces and across the Connected target area. In combination with the Employee Travel Survey data the Commuter Count will enable the monitoring of changes in mode split over time, clearly a key indicator of the effectiveness of the Connected programme, where we expect to see increasing use of sustainable modes.

Trend 4 - Personalised Travel Planning

4.41 The PTP service is central to all LSTF activity. In its first full year (July 2013-June 2014), the workplace PTP service provided personalised travel information and/or

free bus taster tickets to 867 employees. An interim evaluation of outcomes of the workplace PTP service (including the bus taster ticket offer) was carried out in May 2013 using survey data for the first 9 months of the service (to end March 2014). This concluded that the PTP service is changing employees' travel behaviour, especially when it is combined with the offer of free bus tickets. Headline findings are summarised below:

How useful did recipients find the PTP service?

Amongst survey respondents who had received a personalised journey plan, nearly half (47%) said the information / services were 'very useful'; 47% rated them 'quite useful' and 6% rated them as 'not useful'.

Have employees made any changes to their travel?

PTP recipients and free bus ticket recipients were asked how they travelled to work before and after their contact with the PTP service. Data shows changes in travel behaviour, with the combination of PTP and free bus tickets having the greatest effect on mode share:

- PTP alone (without free bus tickets) reduced the proportion of 'drive alone' trips from 67% to 59%
- Free bus tickets alone (without PTP) reduced the proportion of 'drive alone' trips from 66% to 42%
- PTP and free bus tickets together reduced the proportion of 'drive alone' trips from 67% to 39%

Can the changes in travel be attributed to the PTP service?

PTP recipients were also asked whether the information they had received had helped them make changes in how they travelled to work. 67% of those who had received PTP and free bus tickets together said the service had helped them change how they travelled.

Future programme and activity

- 4.42 In March 2014, we submitted a bid to the DfT for further £961,000 revenue funding for 2015/16. Our bid was successful which will help us continue to improve sustainable transport options for commuters, visitors and businesses in Derby building on the success of the current programme. The new bid document is available at <http://www.derby.gov.uk/transport-and-streets/transport-policy/transport-fund/>.
- 4.43 Through the D2N2 Growth Deal we have recently secured capital funding for a package of small scale capital infrastructure projects to facilitate sustainable low carbon travel choices. This has been prioritised specifically to tie in with LSTF revenue behavioural change and marketing activities.

In addition, the LSTF team have also recently submitted bids for EU Structural and Investment Fund (ESIF) and European Regional Development Fund (ERDF) for additional revenue from 2016 to 2021.

- 4.44 During the next few weeks work will commence on remaining capital projects including the Spondon Cycle Path (Aug), Riverside Connections Phase 2 (5-6 wayfinding posts similar to those in city centre), Full Street Phase 2, Bus Stop Improvement Scheme on Harvey Road and Boulton Lane, Derby Arena Cycle Link and Derby Arena Cycle Parking.
- 4.45 We have planned a series of sustainable travel behavioural change campaigns from now until to 31 March 2015, starting with the Love Your Journey bus promotion in August. All LSTF campaign and event information is available on www.derbyconnected.com which is updated daily.
- 4.46 The LSTF team are also investigating the potential of further sustainable transport projects including a social enterprise bicycle hire model in partnership with the university and hospital and business/public car clubs in the LSTF area.

OTHER OPTIONS CONSIDERED

5.1 None

This report has been approved by the following officers:

Legal officer Financial officer Human Resources officer Estates/Property officer Service Director(s) Other(s)	N/A N/A N/A N/A Tim Clegg Director of Streetprides David Gartside Head of Traffic and Transportation. Paul Clarke Head of Planning
For more information contact: Background papers: List of appendices:	Adam Sendall 01332 641777 adam.sendall@derby.gov.uk None Appendix 1 – Implications Appendix 2 – LSTF Monitoring and Evaluation Framework

IMPLICATIONS

Financial and Value for Money

1.1 None directly arising

Legal

2.1 None directly arising

Personnel

3.1 None

Equalities Impact

4.1 None

Health and Safety

5.1 None

Environmental Sustainability

6.1 None directly arising

Property and Asset Management

7.1 None

Risk Management

8.1 None

Corporate objectives and priorities for change

9.1 None directly arising

Monitoring and Evaluation Indicators

Table 2: Monitoring & Evaluation Indicators (detailed)

Number	Outcome / Output Monitored	Baseline Data Requirements	Ongoing Data Requirements	Key Issues to Draw Out	Notes	Actions
M&E1	O1: Commuter trips mode share (for workplaces where Travel Advice Service (POI1) has been active)	Employee Travel Survey data (2013/14)	Commuter Count data (annually)	Mode split / shift to sustainable modes over time Specifically look at workplaces receiving grants (POI2) to check if shift is more significant	If collective mode shift from 2014/15 is minimal, individual case studies can be drawn out from workplaces showing more marked change to sustainable modes. If there is sufficient Commuter Count data from non-TAS workplaces, this could be used as a 'control' mode split comparison.	<u>Now</u> Analyse Employee Travel Survey data for 2013/14 <u>Ongoing</u> Ensure Commuter Count survey is compatible Under take 2014/15 Commuter Count Analyse Commuter Count data
M&E2	POI1: Workplaces engaged in Travel Advice Service	Accreditation Scheme ranking (2013/14)	Accreditation Scheme ranking (annually)	Whether increasing numbers of workplaces are being accredited / achieving higher levels of accreditation		<u>Now</u> Analyse Accreditation Scheme ranking for 2013/14 <u>Ongoing</u> Review Accreditation Scheme data annually
M&E3	POI3: Individuals Participating in Personalised Travel Planning	PTP Follow Up Survey data (2013/14)	PTP Follow Up Survey data (cumulative)	Changes in travel behaviour Service feedback		<u>Now</u> Review PTP Follow Up Survey data for 2013/14 <u>Ongoing</u> Review PTP Follow Up Survey data annually

Number	Outcome / Output Monitored	Baseline Data Requirements	Ongoing Data Requirements	Key Issues to Draw Out	Notes	Actions
M&E4	POI5 / SOI6: Wheels to Work bicycle and moped loans / purchases	Wheels to Work Feedback Survey (2014)	Wheels to Work Feedback Survey data (cumulative)	Changes in travel behaviour Impact of participation, especially in terms of no. of people now accessing work/training as a result of Wheels to Work Service feedback	This is not a pre-existing survey / dataset. Design to ensure draws out both qualitative and quantitative data. Data will also allow project manager to review cost-effectiveness of the intervention.	<u>Now</u> Design Feedback Survey Obtain participant contact data Undertake Feedback Survey Analyse Feedback Survey data <u>Ongoing</u> Undertake Feedback Surveys / analyse data on an ongoing basis
M&E5	O2: Mode share at new employment sites	Before and after Employee Travel Survey data (or other in-house survey data)	Commuter Count data (annually)	Before and after mode split at individual companies	Only three sites are relevant, and of these only two (Severn Trent and Derby Hospitals NHS Foundation Trust) definitely have data. Use the Commuter Count to see how their individual stories develop over time.	<u>Now</u> Analyse relevant company-specific data <u>Ongoing</u> Review relevant company-specific Commuter Count data

Number	Outcome / Output Monitored	Baseline Data Requirements	Ongoing Data Requirements	Key Issues to Draw Out	Notes	Actions
M&E6	O3: Bus patronage on routes serving employment sites in the target area	<p>Patronage data for Service 73 pre-intervention and 2013/14</p> <p>Patronage data for Service 111 pre-intervention and 2013/14</p> <p>Patronage data for Rail Link 1 2013/14</p> <p>Patronage data for routes where other interventions have taken place, i.e RTPI and bus stop improvements (SOI7), WIFI (SOI8)</p> <p>Patronage data for any other services serving employment sites in the target area</p> <p>Patronage data for 'control' routes</p>	Patronage data for all routes featured in 2013/14 (annually)	<p>Patronage trends on Services 73, Service 111 and all bus improvement/WIFI / RTPI routes before / after intervention</p> <p>Patronage trends on Rail Link 1 over time</p> <p>Patronage trends on other routes serving employment centres before / after Connected began</p> <p>Patronage trends on 'control' routes before / after Connected began</p>	Need historic data for pre-existing bus routes (73 and 111) as well as contextual information/data on bus patronage trends in Derby historically – in order to assess patronage in context.	<p><u>Now</u> Identify all relevant bus routes</p> <p>Liaise with operators to acquire monthly patronage data</p> <p>Analyse patronage data</p> <p><u>Ongoing</u> Source and analyse data for all relevant routes annually</p>
M&E7	POI8: Bus taster tickets issued	Bus Taster Tickets Follow Up Survey data (2013/14)	Bus Taster Tickets Follow Up Survey data (cumulative)	<p>Changes in travel behaviour</p> <p>Service feedback</p>	Data will also allow project manager to review cost-effectiveness of the intervention.	<p><u>Now</u> Review Bus Taster Ticket Follow Up Survey data for 2013/14</p> <p><u>Ongoing</u> Review Bus Taster Ticket Follow Up Survey data annually</p>

Number	Outcome / Output Monitored	Baseline Data Requirements	Ongoing Data Requirements	Key Issues to Draw Out	Notes	Actions
M&E8	SOI9: Employers' subsidised tickets issued	Subsidised Tickets Feedback Survey (2014)	Subsidised Tickets Feedback Survey data (cumulative)	Changes in travel behaviour Impact of participation Service feedback	This is not a pre-existing survey / dataset. Design to ensure draws out both qualitative and quantitative data. Data will also allow project manager to review cost-effectiveness of the intervention.	<u>Now</u> Design Feedback Survey Obtain participant contact data Undertake Feedback Survey Analyse Feedback Survey data <u>Ongoing</u> Undertake Feedback Surveys / analyse data on an ongoing basis
M&E9	O4: Cycle activity on main cycle routes	Cycle count data for new / improved routes (POI9) – pre and post intervention to date	Cycle count data for all new / improved routes (annually)	Changes in usage trends on routes before / after intervention and over time	Need historic data for pre-existing routes as well as contextual information/data on cycling trends in Derby historically – in order to assess route-specific change in context.	<u>Now</u> Identify all relevant routes Identify and source existing cycle count data Commission cycle counts as necessary Analyse cycle count data <u>Ongoing</u> Undertake cycle counts / analyse data on an ongoing basis
M&E10	POI10: Adults participating in cycle training	Cycle Training Feedback Survey (2014)	Cycle Training Feedback Survey data (cumulative)	Changes in travel behaviour Impact of participation Service feedback	This is not a pre-existing survey / dataset. Design to ensure draws out both qualitative and quantitative data. Data will also allow project manager to review cost-effectiveness of the intervention.	<u>Now</u> Design Feedback Survey Obtain participant contact data Undertake Feedback Survey Analyse Feedback Survey data <u>Ongoing</u> Undertake Feedback Surveys / analyse data on an ongoing basis

Number	Outcome / Output Monitored	Baseline Data Requirements	Ongoing Data Requirements	Key Issues to Draw Out	Notes	Actions
M&E11	SOI16: Bike Back bikes distributed	Bike Back Feedback Survey (2014)	Bike Back Feedback Survey data (cumulative)	Changes in travel behaviour Impact of participation Service feedback	This is not a pre-existing survey / dataset. Design to ensure draws out both qualitative and quantitative data. Data will also allow project manager to review cost-effectiveness of the intervention.	<u>Now</u> Design Feedback Survey Obtain participant contact data Undertake Feedback Survey Analyse Feedback Survey data <u>Ongoing</u> Undertake Feedback Surveys / analyse data on an ongoing basis
	All Primary Output Indicators (POI1 – POI10) All Secondary Output Indicators (SOI1-SOI17)	Data for each indicator (to date)	Data for each indicator (cumulative)	The number of outputs related to new and online technology which high numbers of people are accessing (i.e. journey planner, website, travel information displays, MOGO smart touch screens, social media)	A table listing all Output Indicators and tracking their progress on a quarterly basis, with data collated from all relevant project managers. Useful for Programme Management purposes as well as input to M&E reports.	<u>Now</u> Design Output Indicator spreadsheet and input current data <u>Ongoing</u> Update spreadsheet quarterly