



Active
Travel
England

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10th January 2023

Dear Sir/Madam,

Active Travel Fund 4: Local Authority Funding for 22/23

This letter invites your authority to submit bids for Active Travel Fund 4, a capital funding opportunity to support uptake of active travel for everyday trips. Funding will be made available in the 2022/2023 financial year, to support delivery of infrastructure that enables walking, wheeling and cycling. This funding is part of the Government's £2 billion commitment set out in [Gear Change](#) to deliver a step change in the provision of active travel and better streets for everyone.

Bids must be submitted by **19:00, 24 February**. Combined Authorities are expected to produce a single bid on behalf of their constituent authorities. Bids will be assessed in line with the following criteria, which will guide final allocations to authorities:

- i. Compliance with the ATF4 funding principles outlined in 1-6 below;
- ii. Design quality and safety as defined by the Active Travel England design tools (attached);
- iii. Value for Money as defined by ATF4 Value for Money guidance (attached);
- iv. Deliverability based on evidence of robust consultation and construction scheduling;
- v. Propensity to convert short journeys to walking, wheeling and cycling based on analysis of available data; and
- vi. Targeting areas with poor health outcomes and with high levels of deprivation, as defined by the Index of Multiple Deprivation and Healthy Life Expectancy.

Active Travel England will provide indicative funding allocations to all eligible authorities. You are encouraged to bid for more than this allocation (to a maximum of 300% the initial allocation) and identify pipeline schemes that can be taken into consideration and inform future funding rounds. Exceptionally strong bids may be eligible to attract funding above the indicative allocation.

Your bid should be split into schemes that are at either "construction" or "development" stages, as detailed in the attached guidance; a small amount of resource funding will be offered alongside capital to support scheme management and development. This funding opportunity follows on from the review of the self-assessment your authority submitted to us in summer 2022. The results of this assessment, which have been communicated to your authority, should be used to guide the type and scale of bids.

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To qualify for funding, authorities must commit to the following principles when submitting their bids:

1. Active Travel England will fund schemes that have the potential to increase walking, wheeling and cycling trips. All schemes must comply with Manual for Streets, LTN 1/20, and the DfT Inclusive Mobility Guidance. Authorities will be required to **show that their designs consider a range of users**. For example, in response to research indicating women often do not feel safe walking, wheeling or cycling; we expect to see schemes that take this into account and ensure women feel safer and more confident using active travel modes. We will consider any scheme that reflects the desired outcomes of Gear Change. Examples include a town/city centre placemaking scheme, protected cycle track/junction, a rural path, a network of quiet routes to schools or other popular destinations, or other proposals such as addressing a collection of existing smaller design issues on your network.
2. All authorities are to **undertake network planning to inform prioritisation of schemes**, in the form of [Local Cycling and Walking Infrastructure Plans \(LCWIPs\)](#) or similar local strategies. This helps to ensure that schemes are integral to long term investment plans and are driven by local demand. Consistent with previous correspondence on this matter, LCWIPs should be supported by your authority at the very highest levels of leadership; developed in consultation with local communities; and integrated with your local transport plans, as well as wider plans for public health, economic development, and carbon reduction. We also wish to see that your plans for active travel are suitably integrated with other modes such as bus, rail or other public transport services.

Active Travel England recognises that authorities may consider alternative local strategies to the LCWIP process appropriate to the development of a coherent and effective network plan (for example in rural areas). Active Travel England can consider alternative approaches to network development should your authority feel this is appropriate.

3. All schemes **must be developed in consultation with local communities** in line with your existing responsibilities (for example the Public Sector Equality Duty and Road Traffic Regulation Act). The Transport Secretary's letter of October 2020 (attached) should also inform your approach. Consultation should be appropriate for each intervention. For example, despite often costing more, major junction works may require little consultation unless specific movements are being banned. Conversely, while costing considerably less, traffic management interventions in residential areas may prove controversial and require more intensive engagement. Active Travel England can provide further advice on proportionate levels of engagement and best practice in consultation where required.
4. All schemes **must be supported by local authority leaders**, who will need to provide written confirmation of the authority's commitment to constructing / developing the schemes within the specified timeframe.
5. All schemes **must have appropriate design review and assurance**, to be managed by Active Travel England. We will offer support throughout the design of all schemes in this programme. We offer guidance on best practice, case studies / evidence, and technical feedback via the design review process. Tools such as the Route Check Tool have been provided to highlight all the critical design issues that

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we routinely check for. These issues are intended to promote a formal design conversation that you must commit to engaging with Active Travel England to be eligible for this funding. Our Inspection Team is a service to be drawn upon to help you achieve your goals and ensure the quality and safety of schemes delivered from government investment.

6. **You must commit to the change control process** to enable ATE to track and approve alterations to timelines, cost increases, infrastructure assets being changed, or realignment taking place on schemes in your bid.

The bidding proforma should be completed via an online survey (link to be provided separately). Further information on the bidding proforma is attached to this letter, along with a copy and a guidance note to assist with its completion.

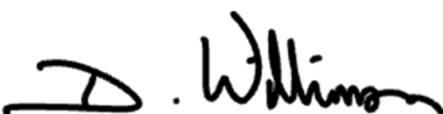
Authorities are also expected to assess and confirm, through their section 151 officer, the value for money of their schemes. For all schemes costing £750,000 or more, Active Travel England will require you to undertake a value for money assessment using the Active Mode Appraisal Tool (AMAT) where AMAT can provide a reasonable assessment of value for money. For interventions not appraised using AMAT, evidence should be provided that demonstrates cost effectiveness. Accompanying this letter, we have sent you detailed value for money guidance to help assess your schemes and we will provide briefing sessions to help your officials develop this evidence.

Active Travel England expects schemes to be monitored, including providing specified monitoring data at defined milestones, and participating in evaluation programmes if requested. Authorities are also expected to sketch and upload geographic data representing proposed schemes, further details and instructional videos how to do this have been provided.

Funding from this bid can be used to support any scheme that will increase the number of trips made by those walking, wheeling, or cycling; Active Travel England encourages the development of innovative approaches and can work with authorities to maximise the success of chosen interventions. The funding can also be used to develop designs for future pipeline schemes planned for delivery up to 2025, particularly if they require extensive engagement, are expensive, involve land negotiation, or are complex.

We recognise that for some authorities these timescales for bidding will appear challenging. It is our role to drive ambition and delivery of better outcomes for people in England by promoting walking, wheeling, and cycling. Authorities should consider resubmitting previous bids or proposals if they are still viable, even if they were not prioritised for funding in earlier rounds. We also encourage authorities to focus on deliverable interventions that align with the ATF4 funding principles outlined earlier in this letter.

Yours,



Danny Williams

Chief Executive, Active Travel England