

National Productivity Investment Fund for the Local Road Network Application Form



Department
for Transport

The level of information provided should be proportionate to the size and complexity of the project proposed. As a guide, for a small project we would suggest around 10 -15 pages including annexes would be appropriate.

One application form should be completed per project and will constitute a bid.

Applicant Information

Local authority name(s)*: **Sheffield City Council (SCC) – Lead
South Yorkshire Passenger Transport Executive (SYPTTE)**

**If the bid is for a joint project, please enter the names of all participating local authorities and specify the lead authority.*

Bid Manager Name and position: **Gavin Bland, Principal Project Manager**

Name and position of officer with day to day responsibility for delivering the proposed project.

Contact telephone number: **0114 221 1220** Email address: gavin.bland@sypte.co.uk

Postal address: **11 Broad Street West
Sheffield
S1 2BQ**

Combined Authorities If the bid is from an authority within a Combined Authority, please specify the contact, ensure that the Combined Authority has provided a note ranking multiple applications, and append a copy to this bid.

Name and position of Combined Authority Bid Co-ordinator: **Chloe Shepherd, Senior
Programme Manager (Transport)**

Contact telephone number: **0114 220 3411**

Email address: Chloe.Shepherd@sheffieldcityregion.org.uk

Postal address: **11 Broad Street West
Sheffield
S1 2BQ**

When authorities submit a bid for funding to the Department, as part of the Government's commitment to greater openness in the public sector under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004, they must also publish a version excluding any commercially sensitive information on their own website within two working days of submitting the final bid to the Department. The Department reserves the right to deem the business case as non-compliant if this is not adhered to.

Please specify the weblink where this bid will be published:

<http://www.sypte.co.uk/corporate.aspx?id=48>

SECTION A - Project description and funding profile

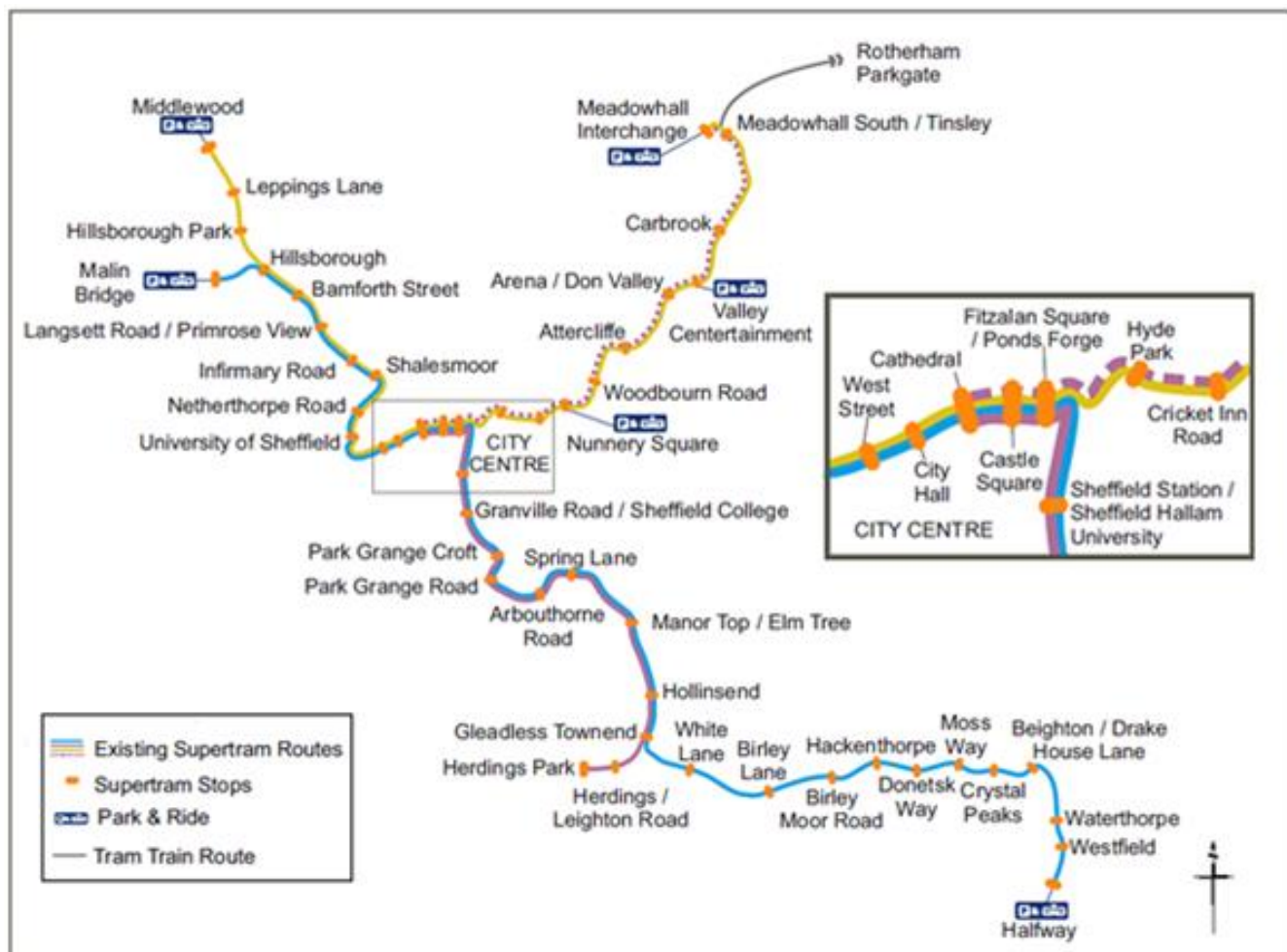
A1. Project name: **Supertram Rail Replacement Phase II**

A2 : Please enter a brief description of the proposed project (no more than 50 words)

This project is to replace life expired sections of rail within street running sections of the South Yorkshire Supertram network (scheme covers 9.0 route kms). This prevents full network closure on safety grounds in 2018/19, allowing Supertram to continue to contribute to the Region's economic growth and regeneration.

A3 : Please provide a short description of area covered by the bid (no more than 50 words)

The Supertram network comprises 3 key routes serving most attractors in Sheffield including the Universities, Meadowhall Retail, City Centre destinations, Sheffield Rail Station and a high proportion of workplaces and homes. The tram also supports a number of Park & Ride destinations, strategically placed around the City.



The Sections of rail replacement covered by this project are detailed in Appendix 1.

OS Grid Reference: **SK 359 874**

Postcode: **The network does not have a unique postcode.**

Please append a map showing the location (and route) of the project, existing transport infrastructure and other points of particular relevance to the bid, e.g. housing and other development sites, employment areas, air quality management areas, constraints etc.

Appendix 2 – Network in relation to Highway and Housing

A4. How much funding are you bidding for? (please tick the relevant box):

Small project bids (requiring DfT funding of between £2m and £5m)

Large project bids (requiring DfT funding of between £5m and £10m)

Please note our bid should be treated as scalable as we are working hard locally to reduce the financial ask of our bid.

A5. Has any Equality Analysis been undertaken in line with the Equality Duty?

Yes No **Attached as Appendix 3**

A6. If you are planning to work with partnership bodies on this project (such as Development Corporations, National Parks Authorities, private sector bodies and transport operators) please include a short description below of how they will be involved.

- **SYLTE – Providing Project Management and Technical Services**
- **South Yorkshire Supertram Limited (SYSL) – Providing replacement bus services and Technical Support**

All bodies are represented at the regular Project Team meetings and at Project Board. These arrangements are a continuation of those used successfully for the Phase 1 works.

A7. Combined Authority (CA) Involvement

Have you appended a letter from the Combined Authority supporting this bid?

Yes No

A8. Local Enterprise Partnership (LEP) Involvement and support for housing delivery

Have you appended a letter from the LEP supporting this bid?

Yes No

For proposed projects which encourage the delivery of housing, have you appended supporting evidence from the housebuilder/developer?

Yes **No** **Not applicable**

SECTION B – The Business Case

B1: Project Summary

Please select what the project is trying to achieve (select all categories that apply)

Essential

- Ease urban congestion**
- Unlock economic growth and job creation opportunities**
- Enable the delivery of housing development**

Desirable

- Improve Air Quality and /or Reduce CO2 emissions**
- Incentivising skills and apprentices
- Other(s), Please specify -

B2 : Please provide evidence on the following questions (max 100 words for each question):

a) What is the problem that is being addressed?

The tram network was opened in October 1995 and was one of the first modern tram systems to be built in the UK. An operating concession was awarded to SYSL in 1997 this expires in 2024. This end date was chosen to match the forecast life of the main elements of the network. As part of the concession SYPTE has a duty to ‘provide’ the network.

However, the on-street ‘embedded rail’ has not lasted as long as predicted in the 1990s. The project seeks to replace rails that would otherwise become unsafe (and force full network closure) in 2018/19.

b) What options have been considered and why have alternatives been rejected?

The following have been considered and rejected:

- **Gauge Corner Welding – addresses side wear but not vertical wear**
- **Rail Head Welding – Trials not successful, very short term measure only**
- **Partial closure of the network – This would remove important origins and destinations from the network (e.g. housing to the south of Sheffield and housing and business in the north) and the balance of the network would not be commercially viable. The decommissioning costs associated with closed elements of network are higher than the re-railing costs.**

- c) What are the expected benefits/outcomes? For example, could include easing urban congestion, job creation, enabling a number of new dwellings, facilitating increased GVA.

Compared to alternatives, the tram saves more than 5 minutes of journey time per one-way trip (13m p.a.) for the average user, with consequent welfare, productivity and reduced congestion benefits, GHG and local pollution levels. Some 40% of Sheffield's workplaces are located within walking distance of it, so closure would impact directly on accessibility to these sites, several of which originally located there to access larger number of customers and potential staff. These would be significantly affected if the tram were to be closed without replacement by comparable bus services, which would be difficult, expensive and locally polluting.

- d) Are there any related activities that the success of this project relies upon? For example, land acquisition, other transport interventions requiring separate funding or consents?

The project does not rely on any other schemes or land acquisitions. The full benefits of the scheme rely on further funding to allow safe operation beyond 2024. An OBC for this will be submitted to the DfT's Large Local Majors (LLM) fund in 2018/19. If this is unsuccessful, the network will have to be closed then. Whilst re-railing in the meantime will provide benefits in excess of costs, the BCR as calculated depends on (and includes) further investment by 2024 to keep the system operational.

- e) What will happen if funding for this project is not secured - would an alternative (lower cost) solution be implemented (if yes, please describe this alternative and how it differs from the proposed project)?

If funding for these works is not secured, parts of the network would close in 2018 with tram links lost to key origin and destinations e.g. residential areas to the north and south of the city centre. With some expenditure, and change to the concession, a short residual network could be operated, albeit with a subsidy to the operator necessary. This would be possible until 2024, when a decision on the future of the network is required in light of further track and vehicle renewals that will then be required.

- f) What is the impact of the project – and any associated mitigation works – on any statutory environmental constraints? For example, Local Air Quality Management Zones.

Closure of the tram network would increase NOx emissions from traffic in the Sheffield urban area by 1.4 tonnes p.a. (c.18% of the current total), making it difficult to comply with EU emissions limits currently in force, and therefore have a negative impact on the AQMA which covers the whole of Sheffield's Urban Area.

B3 : Please complete the following table. Figures should be entered in £000s (i.e. £10,000 = 10)
Table A: Funding profile (Nominal terms)

£000s	2017-18 (& before)	2018-19	2019-20	2019/20	TOTAL
DfT funding sought	0	5,000	5,000	0	10,000
Local Authority contribution	258	2,878	1,699	140	4,995
Third Party contribution (SYSL)	5	966	1,467	0	2,440
TOTAL	253	8,844	8,166	140	17,433

**Notes: i) Excludes SYSL loss of revenue. For more details see Cost and Funding Plan Appendix 4
ii) Mix of funding by year can be altered if required**

B4: Local Contribution & Third Party Funding : Please provide information on the following questions (max 100 words on items a and b):

a) Provide an outline of all non-DfT funding contributions to the project costs, the level of commitment, and when the contributions will become available.

- **The SCR Combined Authority are committed to providing the Local Authority match funding (currently £5.0M). This will come from Capital Reserves and borrowings.**
- **Provision for the financing costs of borrowing has been made in the CA Medium Term Financial Plans subject to full approval when funding position settled.**
- **SYSL have agreed to fund the items that they are responsible for (£2.43M). All Match Funding will be available in line with the Funding Plan in Appendix 4.**

b) List any other funding applications you have made for this project or variants thereof and the outcome of these applications, including any reasons for rejection.

There have been no other funding applications made for these works.

B5 Economic Case

This section should set out the range of impacts – both beneficial and adverse – of the project. The scope of information requested (and in the supporting annexes) will vary, including according to whether the application is for a small or large project.

A) Requirements for small project bids (i.e. DfT contribution of less than £5m)

a) Please provide a description of your assessment of the impact of the project to include:

- Significant positive and negative impacts (quantified where possible) including in relation to air quality and CO₂ emissions.
- A description of the key risks and uncertainties;
- If any modelling has been used to forecast the impact of the project please set out the methods used to determine that it is fit for purpose

** Small projects bids are not required to produce a Benefit Cost Ratio (BCR) but may want to include this here if available.*

b) Small project bidders should provide the following in annexes as supporting material:

Has a <i>Project Impacts Pro Forma</i> been appended?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Has a description of data sources / forecasts been appended?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Has an <i>Appraisal Summary Table</i> been appended?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

See Appendix 5 and Section B2c) for details

Other material supporting your assessment of the project described in this section should be appended to the bid.

** This list is not necessarily exhaustive and it is the responsibility of bidders to provide sufficient information to demonstrate the analysis supporting the economic case is fit-for-purpose.*

B) Additional requirements for large project bids (i.e. DfT contribution of more than £5m)

c) Please provide a short description (max 500 words) of your assessment of the value for money of the project including your estimate of the Benefit Cost Ratio (BCR) to include:

- Significant monetised and non-monetised costs and benefits

A benefit: cost ratio of 3.71 to the public sector was calculated for keeping Supertram operational in full for the next few years and through the next 30 year concession, instead of a “Do Minimum” of truncating and then closing it. This shows that the scheme represents high value for money.

- Description of the key risks and uncertainties and the impact these have on the BCR;

Given our familiarity with the similar works delivered in the Phase 1 works, we are confident that the risk allowance captures all likely events in full and that whilst future real inflation and other issues might adversely affect our cost estimates for infrastructure and vehicles beyond 2019, we are not bidding for these here and the 66% optimism bias used in the appraisal is more than adequate.

Fares assumed to keep up with inflation.

The largest risk to patronage and revenue in the short term relates to disruption during work, which we will mitigate as far as possible with replacement buses, supplied by the operator, and appropriate timing of work.

- Key assumptions including: appraisal period, forecast years, optimism bias applied; and
 - **Do Minimum (DM): Spend £4.2M to allow a residual network to operate to 2024. Then close the network and reinstate highway. Work being carried out for the OBC for the future of the tram post 2024 indicates this would cost more than £150M.**
 - **Do Something (DS): Spend £17.4M to allow current services to continue to 2024 and more than £230M to renew all remaining track, equipment and vehicle assets required from 2024 (note: these latter items are the subject of a separate workstream (SCR Mass Transit OBC part funded by DfT’s LLM fund).**

i) Three years were modelled:

2019: The year the system would need to be reduced to a core.

2024: The year the system would close if not justified in economic terms.

2034: The future modelled year, after which demand capped.

The horizon year was 2053, the final year of another 30 year operating concession. (Form of future operating concession(s) not yet determined, as part of SCR Mass Transit OBC work).

ii) Operating costs and revenue have been extracted from the operating concessionaire’s financial accounts. Capital costs are subject to review at present but are likely to be within 5% of actual and a risk allowance of £825,000 has been included and a Stage 1 (66%) optimism bias factor was applied to all capital costs.

iii) Sensitivity tests have not yet been carried out.

- Description of the modelling approach used to forecast the impact of the project and the checks that have been undertaken to determine that it is fit-for-purpose.
 - **Started from 2008-validated, TAG-compliant four-stage multi-modal SRTM3 model. Existing forecasts available at 2015 and 2030 that include existing Supertram services, constrained to NTEM 6.2 forecasts.**
 - **Separate elasticity model used, in each required model year, to forecast impacts of truncating/closing Supertram.**
 - **Supertram demand forecasts adjusted downwards to reflect recent loss of tram usage due to disruption during Phase 1 re-railing works.**
 - **TUBA v1.9.4 was used to calculate benefits to tram users, Marginal Congestion Costs per webTAG were used to calculate decongestion benefits. TEE, PA and AMCB tables are attached (Appendices 6, 7 and 8).**
 - **Existing bus services used by switchers from Supertram in the “Do Minimum” case.**
- d) Additionally detailed evidence supporting your assessment, including the completed [Appraisal Summary Table](#), should be attached as annexes to this bid. A checklist of material to be submitted in support of large project bids has been provided.

Has an Appraisal Summary Table been appended? **Yes** No N/A

See [Appendix 9](#)

- Please append any additional supporting information (as set out in the Checklist).

**It is the responsibility of bidders to provide sufficient information for DfT to undertake a full review of the analysis.*

Supporting and Background Information is shown in [Appendix 10](#)

B6 Economic Case: For all bids the following questions relating to desirable criteria should be answered.

Please describe the air quality situation in the area where the project will be implemented by answering the three questions below.

- i) Has Defra’s national air quality assessment, as reported to the EU Commission, identified and/or projected an exceedance in the area where the project will be implemented?

Yes No

The projected areas of exceedance are those areas where traffic flow is much elevated and on average are above 20,000 Annual Average Daily Traffic (AADT). Along some of the corridors, there is relevant exposure and the levels of nitrogen dioxide (NO₂) in particular, exceed the national and EU health-based annual average and limit value of 40µg.m⁻³.

ii) Is there one or more Air Quality Management Areas (AQMAs) in the area where the project will be implemented? AQMAs must have been declared on or before the 31 March 2017

Yes No

Sheffield first declared its citywide AQMA in 2006 because many more areas that initially identified were in breach of the national and EU health-based annual average and limit value for NO₂ of 40µg.m⁻³. In 2010, a further review of the AQMA showed that Sheffield was also in breach of the daily average, which must not be exceeded 18 times a year, of the health-based value for fine particulate matter (PM₁₀).

iii) What is the project's impact on local air quality?

Positive Neutral Negative

- Please supply further details:

Without the funding required, it is calculated by our AIRVIRO model and the Emissions Factor Toolkit v7.0 (using the modelled switching to car in each year and the webTAG forecast ratios of fuel type) that emissions of NOx would increase by the following amounts (share of 2019 total traffic NOx in Sheffield in brackets):

**Increase in NOx (tonnes)
(without funding)**

2019	1.48 (15%)
2024	2.41 (26%)
2034	2.64 (28%)

iv) Does the project promoter incentivise skills development through its supply chain?

Yes No N/A

- Please supply further details:

B7. Management Case - Delivery (Essential)

Deliverability is one of the essential criteria for this Fund and as such any bid should set out, with a limit of 100 words for each of a) to b), any necessary statutory procedures that are needed before it can be constructed.

a) A project plan (typically summarised in Gantt chart form) with milestones should be included, covering the period from submission of the bid to project completion.

Has a project plan been appended to your bid? Yes No

Pre-construction milestones:

- **Detail Design Complete** - **October 2017**
- **Main Contractor Appointed** - **February 2018**

Programme attached as Appendix 11

b) If delivery of the project is dependent on land acquisition, please include a letter from the respective land owner(s) to demonstrate that arrangements are in place to secure the land to enable the authority to meet its construction milestones.

Has a letter relating to land acquisition been appended? Yes No N/A

c) Please provide in Table C summary details of your construction milestones (at least one but no more than 6) between start and completion of works:

Table C: Construction milestones

	<u>Estimated Date</u>
Start of works on site	April 2018
Opening date	September 2019
Completion of works (if different)	End of defects period – September 2020

d) Please list any major transport projects costing over £5m in the last 5 years which the authority has delivered, including details of whether these were completed to time and budget (and if not, whether there were any mitigating circumstances)

- **BRT North – Contaminated land delayed works and increased cost**
- **Sheffield Better Bus Area – Currently on track**
- **Tram/Train – Trams procured. SYPTE lead items on track**
- **Rail Replacement Phase 1 (Pinch Point Funded) - completed on time and in budget**

B8. Management Case – Statutory Powers and Consents (Essential)

a) Please list if applicable, each power / consent etc. already obtained, details of date acquired, challenge period (if applicable), date of expiry of powers and conditions attached to them. Any key dates should be referenced in your project plan.

The South Yorkshire Light Rail Transit Acts 1988-1993 authorise SYPTE to maintain the system. No other statutory powers are required to undertake the works.

b) Please list if applicable any outstanding statutory powers / consents etc. including the timetable for obtaining them.

The works will require approval by the Highway Authority of the temporary traffic management measures necessary. Discussions regarding these have started. Approvals will be sought on a site by site basis after appointment of the main contractor.

B9. Management Case – Governance (Essential)

Please name those who will be responsible for delivering the project, their roles (Project Manager, SRO etc.) and responsibilities, and how key decisions are/will be made. An organogram may be useful here.

Senior Responsible Owner - **Tom Finnegan-Smith, Head of Strategic Transport and Infrastructure, SCC**

Ultimately responsible for delivery. Responsible for key decisions and ensuring all required approvals are in place. Also manages external risks and delivery of necessary resources

Executive - **Peter Elliott, Principal Programme Planning & Delivery Manager, SYPTE**

Deputy for Senior Responsible Owner (SRO)

Project Manager - **Gavin Bland, Principal Project Manager, SYPTE**

Responsible for day to day management of the project and delivery of the targets set by the SRO. Will also lead the project team and provide the link between the team and Project Board. Project Manager will also make recommendations to SRO for decisions required above his tolerances.

User Representative - **Andy Wright, Interim Principal Public Transport Manager, SYPTE**

Responsible for ensuring public transport users' requirements are delivered

Supplier Representatives - **Tim Bilby, Interim Managing Director, South Yorkshire Supertram Ltd**

Responsible for ensuring the suppliers' requirements are captured in the project's development

Also see Appendix 12 for structure.

B10. Management Case - Risk Management (Essential)

The project has undertaken a Quantified Risk Assessment (QRA) and a Risk Register has been prepared (this is a live document - ensuring it is kept up to date is the Risk Owners' responsibility, checked by Project Manager).

When risks are identified during the course of development of the project they are recorded on the Risk Log in the Issue Management System (IMS) operated by SYPTE. In line with PRINCE2 guidance the risk log records the impact, owner proximity and mitigation for each risk

In addition, each risk is allocated a priority; this is a mixture of the scale of impact and proximity and is used to aid management and reporting

The process for assessment of each risk is to identify the effects of its occurrence together with the likelihood of the occurrence being realised. The financial impact of each risk is analysed by estimating the most likely cost outcome associated with the risk, together with an estimate of the range of possible costs

The total for all the individual risks in each Work Package is calculated in @RISK and the P50 outcome used as the Quantified Risk Allowance included in the Cost Plan. Not all the identified risks have a financial impact on the cost of the project, but may affect delivery of the project. These have been defined as strategic risks that may impact on the overall programme or even the actual viability of the project. Although these risks do not contribute to the Quantified Risk Allowance included in the Cost Plan there is still a need to identify and manage appropriate measures to mitigate the effect of these risks. Similarly, some risks impact on the operational phase beyond the life of this project are not included in the QRA but are managed by the project team

For all risks an owner is assigned to take responsibility for and manage the mitigation measures to be implemented to reduce the probability of occurrence or the impact of the risk. The options for responding to the risk are to tolerate, treat, transfer or terminate the risk and appropriate mitigation measures are determined from the agreed response to the risk identified at the risk workshops

The detailed mitigation measures and actions for each risk are recorded in the Risk Log. Details of these for this project are show in in Appendix 13. Regular monitoring of the Risk Register with the risk owners takes place to review any changes to the status of each risk and review the effectiveness of the mitigation measures, particularly for the significant risks on the project

Please ensure that in the risk / QRA cost that you have not included any risks associated with ongoing operational costs and have used the P50 value.

Has a QRA been appended to your bid? Yes No

Has a Risk Management Strategy been appended to your bid? Yes No

See Appendix 13 for the Risk Log and Appendix 14 for the QRA

Please provide evidence on the following points (where applicable) with a limit of 50 words for each:

a) What risk allowance has been applied to the project cost?

£842,479 P50 value from QRA, does not include risks associated with ongoing operational costs (operational costs borne by SYSL).

b) How will cost overruns be dealt with?

Cost overruns will be managed by the Combined Authority's own resources

c) What are the main risks to project timescales and what impact this will have on cost?

Main risks are:

- i) **Scale of concrete track slab repairs may be greater than forecast (extreme worst case up to £750,000, 3 months)**
- ii) **Design for rail/polymer not yet complete. No programme impact, cost impact could be up to £750,000.**

Provision made in Programme/QRA these – see Appendices for more details

B11. Management Case - Stakeholder Management (Essential)

The bid should demonstrate that the key stakeholders and their interests have been identified and considered as appropriate. These could include other local authorities, the Highways England, statutory consultees, landowners, transport operators, local residents, utilities companies etc. This is particularly important in respect of any bids related to structures that may require support of Network Rail and, possibly, train operating company(ies).

- a) Please provide a summary in no more than 100 words of your strategy for managing stakeholders, with details of the key stakeholders together with a brief analysis of their influences and interests.

Preparation of a joint Stakeholder Engagement Strategy (SES) by partner organisations has enabled early identification of, active communication and consultation with, key influential stakeholders - including the CA, LEP, SYSL, passengers, residents, businesses - to:

- **solicit input, strengthen support and maintain interest in project planning and progression**
- **minimise the likelihood of encountering competing objectives, effectively assisting and balancing stakeholder interests**
- **maximise resources required to successfully complete project tasks.**

SCC, SYPTE and SYSL communication teams are responsible for delivering the SES, working together to ensure efficient and effective outcomes.

- b) Can the project be considered as controversial in any way? **Yes** **No**

If yes, please provide a brief summary in no more than 100 words

It would be considered controversial if the project could not progress, resulting in full or partial network closure. Significant and sustained negative customer, stakeholder and media reaction would be expected, in addition to air quality impacts and on other projects (e.g. Tram Train) and connectivity aspirations (HS2, TfN). Especially given that the decommissioning costs associated with closed elements of network are higher than the re-railing costs.

- c) Have there been any external campaigns either supporting or opposing the project?

Yes **No**

If yes, please provide a brief summary (in no more than 100 words)

Consultation for the SCR Mass Transit OBC work showed a very high level of support for the tram network, its retention in the long term and for possible extensions.

d) For large projects only please also provide a Stakeholder Analysis and append this to your application.

Has a Stakeholder Analysis been appended? **Yes** No N/A

See Appendix 15

e) For large projects only please provide a Communications Plan with details of the level of engagement required (depending on their interests and influence), and a description of how and by what means they will be engaged with.

Has a Communications Plan been appended? **Yes** No N/A

See Appendix 16

B12. Management Case – Local MP support (Desirable)

e) Does this proposal have the support of the local MP(s);

Name of MP(s) and Constituency

- | | | |
|--|--|-----------------------------|
| 1. Clive Betts – Sheffield South East | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Paul Blomfield – Sheffield Central | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Gill Furniss – Sheffield Brightside and Hillsborough | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

B13. Management Case - Assurance (Essential)

We will require Section 151 Officer confirmation (Section D) that adequate assurance systems are in place.

Additionally, for large projects please provide evidence of an integrated assurance and approval plan. This should include details of planned health checks or gateway reviews.

This project will use the same assurance process used successfully on the Phase 1 Rail Replacement works. This is based on gateway reviews at the end of each stage at which approval to proceed with the next stage is granted (or not). At each stage:

Concept	-	Complete (PRINCE2 = Starting Up)
Feasibility	-	Complete (PRINCE2 = Initiation)
Detail Design	-	Due to be undertaken October 2017
Tender Actions	-	Due to be undertaken December 2017
Implementation	-	Due to be undertaken October 2019
Post Implementation	-	Due to be undertaken October 2020

Live elements of the Project Initiation Documentation (e.g. Business Case) and other relevant project documents are reviewed. If:

- **Business Case is still viable**
- **Documentation up to date/completed**
- **Funding is available for next stage**
- **Funding is likely to be available for implementation**
- **All necessary approvals in place,**

then SRO signs off on implementation of next stage.

Monthly Highlight Reports on progress are submitted by the Project Manager to the SRO/Project Board and at any time during the project an exception report can trigger the equivalent of a Gateway Review if required.

SECTION C – Monitoring, Evaluation and Benefits Realisation

C2. Please set out, in no more than 100 words, how you plan to measure and report on the benefits of this project, alongside any other outcomes and impacts of the project.

To ensure that the programme is progressing satisfactorily and will achieve its objectives, a monitoring framework has been developed to accompany implementation. This framework will examine the outputs, outcomes and impacts of the programme regularly during its implementation.

The starting point for the monitoring framework is our existing evaluation programme which has been amended to suit the requirements of the project.

During preparation, all elements of the scheme have been modelled (as far as practicable), with detailed reporting and worksheets submitted as evidence of the approach taken. This contains baseline data “Do Minimum” and forecasts “with” and “without” intervention.

A fuller evaluation for large projects may also be required depending on their size and type.

SECTION D: Declarations

D1. Senior Responsible Owner Declaration

As Senior Responsible Owner I hereby submit this request for approval to DfT on behalf of **Sheffield City Council** and confirm that I have the necessary authority to do so.

I confirm that **Sheffield City Council** will have all the necessary statutory powers in place to ensure the planned timescales in the application can be realised.

Name: **Tom Finnegan-Smith**

Signed:

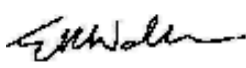

Position: **Head of Strategic Transport and Infrastructure**



D2. Section 151 Officer Declaration

As Section 151 Officer for Sheffield City Region I declare that the project cost estimates quoted in this bid are accurate to the best of my knowledge and that Sheffield City Region

- has allocated sufficient budget to deliver this project on the basis of its proposed funding contribution
- accepts responsibility for meeting any costs over and above the DfT contribution requested, including potential cost overruns and the underwriting of any funding contributions expected from third parties
- accepts responsibility for meeting any ongoing revenue requirements in relation to the project

<ul style="list-style-type: none"> - accepts that no further increase in DfT funding will be considered beyond the maximum contribution requested and that no DfT funding will be provided for this bid in 2020/21. - confirms that the authority has the necessary governance / assurance arrangements in place and, for smaller project bids, the authority can provide, if required, evidence of a stakeholder analysis and communications plan in place - confirms that if required a procurement strategy for the project is in place, is legally compliant and is likely to achieve the best value for money outcome 	
Name: Eugene Walker (SCC)	Signed: 
Name: Kate Platts (SYPTE)	Signed: 

HAVE YOU INCLUDED THE FOLLOWING WITH YOUR BID?

Combined Authority multiple bid ranking note (if applicable)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Map showing location of the project and its wider context	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Combined Authority support letter (if applicable)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
LEP support letter (if applicable)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Housebuilder / developer evidence letter (if applicable)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
Land acquisition letter (if applicable)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
Projects impact pro forma (must be a separate MS Excel)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Appraisal summary table	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Project plan/Gantt chart	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

- APPENDIX 1 - Plan of parts of Network covered by this Project**
- APPENDIX 2 - Network in Relation to Highways & Housing**
- APPENDIX 3 - Equality Impact Assessment**
- APPENDIX 4 - Cost and Funding Plan**
- APPENDIX 5 - Projects Impact Proforma**
- APPENDIX 6 - Economic Efficiency of the Transport System (TEE)**
- APPENDIX 7 - Public Accounts (PA) Table**
- APPENDIX 8 - Analysis of Monetised Costs and Benefits**
- APPENDIX 9 - Appraisal Summary Table**
- APPENDIX 10 - Supporting and Background Information for Economic Case**
- APPENDIX 11 - Summary Programme (Gantt Chart)**
- APPENDIX 12 - Governance Structure**
- APPENDIX 13 - Risk Log**
- APPENDIX 14 - Quantified Risk Assessment**
- APPENDIX 15 - Stakeholder Analysis**
- APPENDIX 16 - Communications Plan**