



Operational Officer Decision Record

Where the decision has a financial value of between £100k - £350k and does not have a **significant** impact on two or more wards

1. Subject and details of the matter (to include reasons for the decision and detail of any previous cabinet decision)

In 2020/2021 North East Lincolnshire Council was awarded £462,000 to deliver the Access Fund Project. The Access Fund project includes Workstream 6 - Kickstart 5 bus service which has a budget allocation of £120,000. The original purpose of Kickstart 5 bus service project was to deliver a bus service which connects Grimsby with Hobson Way, Immingham and Habrough Train Station but the delivery of the workstream has been delayed due to COVID-19. This Officer Decision Record seeks approval to allocate the Workstream 6 - Kickstart 5 bus service budget to the Phone n Ride service and for the service to deliver the workstream.

2. Decision being taken

To deliver workstream 6 via Demand Responsive Transport (Phone n Ride) by enacting the 12 month Phone n Ride contract extension and allocating the workstream 6 budget to the Phone n Ride service. The Phone n Ride service contract can be terminated with six months notice.

3. Anticipated outcome(s)/benefits

Option 1 – This is the recommended option – To deliver a Phone n Ride Access to Work bus service which connects Grimsby Town Centre with Hobson Way, Immingham, Habrough Train Station and to maintain accessibility throughout North East Lincolnshire. The Phone n Ride service is ready to mobilise as the vehicles are already in place along with the resources and the service would enable access to employment and the South Humber bank, which would mean this is in line with the original bid and in line with the original scheme performance targets. It is envisaged option 1 will be more robust in terms of financial sustainability in the long term rather

than funding a conventional bus service and the proposed demand responsive transport option will ensure the workstream is delivered by December 2021. This option was approved by the Department for Transport (DfT) on 3 June 2021.

4. Details of any alternative options considered and rejected by the officer when making the decision

Option 2 – ENGIE Transport Team to develop a tender specification and tender for a new timetabled bus service which connects Grimsby Town Centre with Hobson Way, Immingham and Habrough Train Station. This option is not recommended because it is unlikely NELC would be able to utilise the full budget allocation by December 2021.

Option 3 – Offer the £120,000 funding back to the DfT. This option is not recommended as it may impact future DfT external funding decisions.

Option 4 – Reallocate the funding to other Access Fund related schemes. This option is not recommended because it may negatively change the overall project's original benefit cost ratio.

5. Background documents considered (web link to be included or copies of documents for publishing)

Access Fund Application Form / Bid – <http://www.nelincs.co.uk/wp-content/uploads/2015/12/Access-Fund-application-form.pdf>

6. Does the taking of the decision include consideration of Exempt information? If yes, specify the relevant paragraph of Schedule 12A and the reasons

No

7. Details of any conflict of interest declared by any Cabinet Member who was consulted by the officer which relates to the decision (in respect of any declared conflict of interest, please provide a note of dispensation granted by the Council's Chief Executive)

No

8. Monitoring Officer Comments (Monitoring Officer or nominee)

The recommended option follows on from the Cabinet decision to accept the external grant funding, is consistent with the overall project and has been approved by the DfT.

9. Section 151 Officer Comments (Deputy S151 Officer or nominee)

The recommended option will allow the Council to utilise external grant funding and with no additional cost to the Council's budget.

10. Human Resource Comments (Head of People and Culture or nominee)

There are no direct HR implications

11. Risk Assessment (in accordance with the Report Writing Guide)

Option 1 - Limited risks as the Council has experience delivering demand responsive transport. This is the recommended option and this option has been approved by DfT on 3 June 2021.

Option 2 - If the budget allocation is not transacted by December 2021, there is the risk the external grant funding would need to be returned to the DfT. DfT have an expectation the budget will be transacted by December 2021. If NELC returned external grant funding to DfT, this may negatively impact upon the Council's reputation with DfT and this may also negatively impact future DfT external funding decisions.

Option 3 - This option may also negatively impact upon the Council's reputation with DfT and the option may negatively impact future DfT external funding decisions.

Option 4 - This option would need approval from the DfT and this option is not recommended due to the risk of the funding being withdrawn by DfT if the options presented reduce the overall benefit cost ratio of the scheme.

12. If the decision links to a previous one taken by Cabinet, has the Cabinet Tracker been updated?

Cabinet Report (11 March 2021) - Acceptance of Department for Transport Access Fund 2020/21 Extension funding.

13. Decision Maker(s):

Name: Mark Nearney

Title: Assistant Director of Housing,
Highways and Planning

Signed: REDACTED

Dated: 18th June 2021

**14. Consultation carried out with
Portfolio Holder(s):**

Name: Cllr S Swinburn

Title: Portfolio Holder for Environment
and Transport

Signed: REDACTED

Dated: 18 June 2021