

Annex 1 – Outline of Grant Spend

The funding for the feasibility study is £90,000.

The funding for the pilot project is £137,400.

The funding for is £69,457 (equivalent of 1 FTE officer at grade 9, level 4).

Total funding from Defra = £297,237

The Council will also provide at least 10% match funding for the project, as a condition of receiving the funding.

This will be provided through staff resource including CYC's iTravel team and air quality expertise.

CYC will cover costs of use of its existing transport model, including staff time, to undertake emissions modelling.

CYC will cover costs associated with ambient air quality monitoring and data review to determine the benefits of the pilot project.

The conditions of the funding are that the funds are to be expended in their entirety on the Project as described in the project plan contained in the bid application to Defra, and any changes must be agreed with the Air Quality and Industrial Emissions team at Defra. Defra reserves the right to recover some or all of the grant if the nature of the change proposed does not meet the objectives detailed in the ITA.

The grant funding must not be used for outputs of projects that have already been allocated a budget. The grant funding is also made on the condition that the costs presented to Defra take account of all VAT liabilities.

The funding must only be used only for work undertaken between March 2021 and 31st December 2022. Quarterly reports will be submitted to Defra, as well as a final progress report detailing the outcomes and evaluation of the project within 6 months of the project reaching completion. Failure to submit a final evaluation report may result in Defra requiring repayment of Grant funding by the recipient.

Defra may seek to recover some or all of the grant funding, if:

- the Recipient is performing unsatisfactorily
- the Recipient requests a change to the project that Defra considers does not meet the objectives detail specified; or
- the project ceases activity.

The use of the grant must be compliant with the relevant UK Subsidy Control Rules.

Table 1: Cost breakdown of Feasibility study for first/last mile in York

Activity	Time	Unit Cost	Total grant expenditure
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Supplier to undertake feasibility study [total cost of feasibility study]	-	£50,000	£50,000
Baseline data – ANPR classified traffic counts (for AQMA)	1 week	£10,000	£10,000
Updates to CYC traffic model	-	£20,000	£20,000
Emissions modelling / Air Quality Dispersion Modelling	-	£10,000	£10,000
			Total grant £90,000

Table 2: Cost breakdown of Pilot Project

Activity	Time	Unit Cost	Total grant expenditure
Providing 38 lockers	12 months	£660/locker	£24,700
Providing locker service (monthly cost)	12 months	£350	£4,200
Planning costs		Planning costs £2,000	£2,000
Cost of land (based on use of 5x car park spaces)	12 months	£1,300	£6,500
Appoint sustainable courier service to undertake first/last mile delivery [Based on prior engagement with local bike courier companies and current costs of cargo bikes]	12 months	£100,000	£100,000
			Total grant £137,400