



# Department for Transport

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8 October 2021

Dear Paul Raynes

## Local Authority Capability Fund Grant Award Letter – 2021/22

I am writing to confirm the Department for Transport (DfT) revenue grant funding for your Local Authority Capability Fund activities.

Your Capability Fund allocation will be paid as a revenue grant under Section 31 of the Local Government Act 2003. Your grant allocation for 2021-22 is shown in the table below.

Table 1.

| Local Authority                                     | 2021/22  |
|---|----------|
| Cambridgeshire & Peterborough<br>Combined Authority | £558,268 |

Your grant will be paid in one instalment in December 2021 subject to receipt of your signed grant acceptance slip shown in Annex B.

Your grant is awarded on the understanding that your authority will deliver the objectives as set out in your Capability Fund bid. It is also provided on the condition that your authority works with appropriate lower tier (district-level) authorities to ensure that the funding is targeted at the areas of greatest need, consistent with wider Government agendas including levelling up. Your authority must also demonstrate that it has fully consulted appropriate lower tier authorities in the preparation of your Local Cycling and Walking Infrastructure Plans (LCWIPs).

We appreciate that, during implementation, opportunities or challenges may arise that require a change to your project in order for outcomes to be realised to their full potential, including where activities interact with and support objectives in the Active Travel Capital Fund bids. Any substantive changes, which equate to over 25% of the

total sum of your revenue funding allocation, should be reported to the Department for Transport. However, should the change be substantial enough so as to cease to represent the programme for which funding was awarded, or should your ability to deliver the objectives for which funding was awarded be significantly compromised, the Department reserves the right to reclaim any unspent revenue funding.

Future Government Spending Rounds are subject to evidence showing good performance in delivery. This means that poor or non-delivery of bid objectives for this Capability Fund may have an impact on the funding your authority receives in future. This includes adherence to LTN1/20 and other good practice for any network planning or design activities undertaken with this funding.

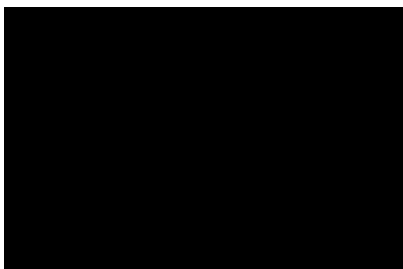
For any grant, Government is required to monitor the effectiveness of any public investment. We therefore expect you to have robust monitoring and evaluation plans in place, including, where applicable, reporting on how behaviour change interventions are targeted at the specific groups detailed in proposals. Monitoring and evaluation requirements remain the responsibility of your authority, and are expected to be undertaken as required to meet your own internal needs. DfT will also require annual monitoring returns showing how the funding has been spent, and a report summarising evaluation activities. Selected authorities may also be invited to participate in a DfT-funded national evaluation. We have produced detailed guidance to support authorities to meet monitoring and evaluation requirements and drive up the quality and consistency of monitoring and evaluation data. If you need any assistance please contact [local.evaluation@dft.gov.uk](mailto:local.evaluation@dft.gov.uk).

With regards to assurance, local authorities are public authorities and are expected to have robust accounting, monitoring and transparency arrangements in place to allow for appropriate accountability to their communities. The Department has decided that these arrangements should be sufficient to allow for proportionate local scrutiny of the Capability Fund Grant funding. The Department, however, reserves the right to approach authorities if internal or external auditors require information relevant to their scheme. There may also be a requirement for local authorities to participate in a national evaluation of Capability Fund activities. The authority would be expected to comply with such requests. The Department may also approach your authority to request a visit to your project to review progress. We will notify you if this becomes necessary.

This grant may be subject to the new rules on subsidy control. It is the responsibility of the receiving organisation to satisfy themselves that they are compliant with the new rules on subsidy control when using this funding. LA's should ensure that they are versed on the new subsidy control rules, and further guidance is available from: <https://www.gov.uk/government/publications/complying-with-the-uks-internationalobligations-on-subsidy-control-guidance-for-public-authorities> .

Please now arrange for your Section 151 officer to sign and date the grant acceptance slip in Annex B and return it to DfT. We will issue your grant determination letter and make payment in December 2021.

Yours sincerely,



## **ANNEX A**

### **INFORMATION ON RECEIVING GRANT**

1. The grant will be paid in one instalment in December 2021 subject to receipt of your signed acceptance slip.
2. Our grant may be audited by the Department or external auditors, and if this is the case, the Department will notify your authority in writing. The authority is expected to comply with any such arrangements.
3. It is suggested that claimants familiarise themselves with the Fraud Act 2006 and the Bribery Act 2010 when making claims, and in provision of funding to partner organisations.
4. Personal information collected for grant purposes will be used by the Department for Transport for administering the Capability Fund. We may share information for the purposes of countering fraud or otherwise as required or permitted by law.
5. The Department will observe its obligations under the Data Protection Act 1998 in responding to requests made under the Freedom of Information Act 2000. Where a request includes personal information that you have provided, we will consult you before deciding whether such information should be disclosed. Information about junior staff who are not in public facing roles will not normally be disclosed.

**ANNEX B**

Grant Acceptance Slip

I acknowledge receipt of this Capability Fund 2021/22 Award letter for the activities set out in the funding bid.

And

I accept the grant offer on behalf of **Cambridgeshire & Peterborough Combined Authority** subject to the conditions set out in this letter. I confirm that I am lawfully authorised to do so

Signed.....

Please print name.....

Position.....

Date.....

Please sign and email a scanned copy to [Walking.Cycling@dft.gov.uk](mailto:Walking.Cycling@dft.gov.uk)