

NFNPA RAPC 295/16

NEW FOREST NATIONAL PARK AUTHORITY

RESOURCES, AUDIT AND PERFORMANCE COMMITTEE – 6 JUNE 2016

PEDALL – BIG LOTTERY REACHING COMMUNITIES BID

Report by: Andy Brennan, Sustainability Officer

1. Summary

- 1.1 Inclusive Cycling provides opportunities for people who have a disability or need some form of support to cycle in the New Forest National Park. In order to develop the project the Authority is preparing a bid to the Big Lottery Reaching Communities Fund to employ a part time manager and full time ride leader.

2. Background

- 2.1 A paper was supported by the Resources, Audit and Performance Committee (NFNPA RAPC 273/15) and approved by the Authority (NFNPA 488/15) in September 2015 proposing that a new organisation be formed (PEDALL) to develop the project, increase community involvement and access resources that are unavailable to the Authority.
- 2.2 Since then an application for PEDALL to become a Charitable Incorporated Organisation has been registered with the Charities Commission and a board of trustees recruited. During the 2015-2016 financial year the project benefitted from additional staff funding through the Local Sustainable Transport Fund which has recently ended.

3. Proposal

- 3.1 A bid to the Big Lottery Reaching Communities Fund is being drafted. The application process is in two stages: the first stage application is similar to an expression of interest, and if approved the second stage is the full application. The whole process takes up to nine months. The Authority wants to start the project in April 2017 and is therefore looking to submit a stage one application in June 2016.

- 3.2 If successful the bid will offer people with a disability a short cycling course (two hours per week for six weeks) building up skills, ability and confidence. The aim is to help 600 people over five years (120 per year) working with local special needs schools, disability groups and Local Authority partners.
- 3.3 To deliver the cycle course and develop the financial sustainability of the newly formed organisation the bid proposes to recruit a part time manager, full time ride leader and train volunteers.
- 3.4 A draft budget of £466.4k is being proposed, although the grant applied for will be for circa £421.4k as overhead costs will not be included.

Table 1: Draft budget for Big Lottery Reaching Communities bid

Costs	5 year total (£)
Manager (0.6 FTE)*	129,495
Ride leader (1.0 FTE)*	159,933
Staff & volunteer recruitment	2,500
Staff & volunteer training	20,000
Staff & volunteer travel	18,000
Clothing/uniform	4,000
Monitoring & Evaluation	27,500
IT Equipment	1,500
Publicity, events & website	12,500
Sundries/general purchases	2,500
Van with tail lift	30,000
Van running costs	6,000
Cycle fleet maintenance	7,500
Overhead costs, rent, utilities etc.	45,000
Total	466,428

*includes national insurance contributions, pension and redundancy cost

- 3.5 The Authority has been advised that if the bid is to be successful then it must be submitted in the name of the New Forest National Park Authority, not the newly formed organisation (PEDALL) for the following reasons:
- The new organisation will have only existed for a short period of time
 - PEDALL has no experience of successfully delivering projects
 - PEDALL does not have a track record in handling large amounts of money
 - PEDALL does not have the systems in place to recruit staff or manage finances

There will be an opportunity for members of RAPC to see the stage two full application and approve at a future meeting.

4. Equality Impact Assessment

- 4.1 The proposed project will provide greater access to the off road cycle network for people with a disability or those that need support to cycle, increasing the diversity of people enjoying the special qualities of the National Park.

5. Recommendation:

It is recommended that Members consider and approve the submission of the stage one application in the name of the New Forest National Park Authority.

Papers:

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