

BIRMINGHAM CITY COUNCIL

CABINET MEMBER

MONDAY, 19 FEBRUARY 2024 AT 00:00 HOURS
IN CABINET MEMBERS OFFICE, COUNCIL HOUSE, VICTORIA
SQUARE, BIRMINGHAM, B1 1BB

A G E N D A

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1 ACCEPTANCE OF BIKEABILITY GRANT - APRIL 2023 TO APRIL 2024

Report of Strategic Director Place, Prosperity and Sustainability

Birmingham City Council

Report to Cabinet Member for Transport

19 February 2024



Subject: **ACCEPTANCE OF BIKEABILITY GRANT – APRIL 2023 TO MARCH 2024**

Report of: **Strategic Director of Place, Prosperity and Sustainability**

Relevant Cabinet Member: **Councillor Liz Clements – Transport**

Relevant O & S Chair: **Councillor Lee Marsham – Sustainability and Transport**

Report author: Philip Edwards – Assistant Director, Transport and Connectivity
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Are specific wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s):		
Is this a key decision?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, add Forward Plan Reference:		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

1 Executive Summary

- 1.1 Bikeability is the Government’s national standards cycle training programme, part funded by the Department for Transport (DfT). The Bikeability Trust manages the distribution of Bikeability funding across England (excluding London).
- 1.2 On 21 March 2023 the Cabinet approved a report entitled “Transportation & Highways Capital Programme 2023/24 to 2028/29 – Annual Programme Update”. Recommendation 2.8 therein “Delegates authority to bid for and accept external capital and revenue resources in line with City Council priorities and consistent with the policies and objectives of the West Midlands Strategic Transport Plan, Birmingham Development Plan, and Birmingham Transport Plan to the Strategic Director of Place, Prosperity & Sustainability, in conjunction with the Director of Council Management, and in consultation with the relevant portfolio holder, up to a maximum value of £2.000m.” This report utilises this delegation.

- 1.3 From 2023/24 it was determined (by Active Travel England) that all Bikeability funding was to be distributed and managed by local highway authorities in future. Birmingham City Council (BCC) received notification of its 2023/24 Bikeability grant award of £585,847 on 5 June 2023.
- 1.4 This report seeks authority to accept the funding.

2 Recommendations

- 2.1 Approve the acceptance of a grant for Bikeability cycle training in 2023/24 from Active Travel England for the value of £585,847.
- 2.2 Authorise the City Solicitor & Monitoring Officer (or their delegate) to negotiate, execute, seal and complete all the necessary documentation to give effect to the above recommendations.

3 Background

- 3.1 Bikeability is the Government's national standards cycle training programme which helps people learn practical skills and understand how to cycle on today's roads. Training is split into three progressive levels: cycle handling skills in traffic-free environments (Level 1), cycling with moderate motor traffic flows (Level 2) and busier roads and complex junctions (Level 3). There are also additional Plus training modules designed to complement and support this core training.
- 3.2 The Department for Transport provides funding towards the delivery of Bikeability training for children and young people, which is predominantly delivered through schools but also to families in community settings.
- 3.3 The Bikeability Trust manages the distribution of Bikeability funding across England (excluding London) of behalf of the Government. From 2023/24 it was determined (by Active Travel England) that all Bikeability funding was to be distributed and managed by local highway authorities in future. They could then run Bikeability training themselves or appoint registered and accredited training providers to deliver this on their behalf.
- 3.4 Birmingham City Council (BCC) received notification of its 2023/24 Bikeability grant award of £585,847 on 5 June 2023 for the period 1 April 2023 to 31 March 2024. This funding must be spent on the following training levels: no less than 80% on Level 2 (or Level 1 & 2 combined), no more than 10% on Levels 1 and 3, and no more than 10% on Plus modules.
- 3.5 Historically in Birmingham, delivery of Bikeability training was managed by the Road Safety Team and then the Active Wellbeing Service. When the Active Wellbeing Society (TAWS) was established as a community benefit society in 2017 it was agreed that they would continue to deliver Bikeability training and act as the grant recipient for Birmingham. This was detailed at the time in the Service Level Agreement between BCC and TAWS.

- 3.6 Given the late notification of the Bikeability grant award for 2023/24, it was agreed with The Bikeability Trust that transitional arrangements could be put in place for this year whereby existing training providers continued to deliver as previously. Therefore BCC will fund TAWS to deliver Bikeability cycle training on behalf of the Council in 2023/24 under the existing Service Level Agreement.
- 3.7 There will be separate approval arrangements for Bikeability grant acceptance in future years. It is likely that delivery arrangements from April 2024 will be subject to a procurement exercise with new grant agreements being put in place with selected providers.

4 Options Considered and Recommended Proposal

- 4.1 **Option 1 – Do nothing and not accept the grant:** This would hamper the Council's ambition to increase cycling as a safe and healthy mode of travel as set out in the Birmingham Transport Plan
- 4.2 **Option 2 – To accept the Bikeability Grant:** This would help to provide children and families with the skills and confidence for cycling in Birmingham. This will aid the city's ambition to increase cycling as a safe and healthy mode of travel as set out in the Birmingham Transport Plan. It is therefore recommended to proceed with this option.

5 Consultation

- 5.1 The approach to be used for the delivery of Bikeability cycle training for 2023/24 in Birmingham has been discussed and agreed with The Bikeability Trust.

6 Risk Management

- 6.1 A risk management assessment has been carried out in accordance with BCC's framework and this is included at Appendix B. All risks identified have been rated as tolerable, with risk mitigation measures in place. This will continue to be reviewed throughout delivery.

7 Compliance Issues

- 7.1 **How are the recommended decisions consistent with the City Council's priorities, plans and strategies?**
- 7.1.1 The recommendations in this report supports the policy objectives outlined in the City Council's Corporate Plan 2022-2026. This creates a vision to build 'a Bolder Brighter Birmingham' with outcomes of 'increased levels of walking and cycling' and 'improved transport infrastructure', including priorities to:
- Support inclusive economic growth
 - Make the city safer
 - Encourage and enable physical activity and healthy living
 - Improve air quality

- Continue the Route to Net Zero

7.1.2 The recommendations fully support and align with the aspirations of the Birmingham Transport Plan, in particular in relation to 'prioritising active travel in local neighbourhoods'.

7.1.3 The recommendations support the objectives of Birmingham Development Plan (BDP) 2031 including:

- 'To provide high quality connections throughout the city and with other places including encouraging the increased use of public transport, walking and cycling'.
- 'To create a more sustainable city that minimises its carbon footprint'.
- 'To encourage better health and wellbeing'.

7.1.4 The recommendations also support the following:

- Our Future City Central Birmingham Framework
- Big City Plan (BCP)
- Route Zero Carbon Action Plan
- Birmingham Cycling and Walking Infrastructure Plan

7.2 Legal Implications

7.2.1 BCC has indicated willingness to accept the grant, but formal acceptance will require the signing of a financial information template by an authorised officer. Legal services will review the grant conditions ahead of this.

7.3 Financial Implications

This is permitted spend under the Mandatory Spend Controls Category H (Expenditure funded through ring-fenced grants) permitted under the mandatory spending restrictions and authorisation has been received from the Place, Prosperity and Sustainability Spend Control Board on 10 October 2023 and at S151 Spend Control Board on 16 October 2023.

Revenue Costs

7.3.1 Revenue funding of £585,847 has been awarded to the City Council by Active Travel England which covers the full cost of delivering this proposal.

7.3.2 The grant allocation is a maximum figure to be awarded to BCC. Grant claims are submitted each quarter and paid in arrears for actual delivery based on fixed costs per head.

Revenue Implications

7.3.3 There are no direct revenue implications from the acceptance of this funding.

7.4 Procurement Implications (if required)

7.4.1 There is an existing Service Level Agreement in place between BCC and TAWS which covers the ongoing delivery of Bikeability cycle training, therefore there are no further procurement implications for the recommendations in this report.

7.5 Human Resources Implications (if required)

- 7.5.1 The grant will be managed by the Travel Demand Management team within current resources.

7.6 Public Sector Equality Duty

- 7.6.1 An Equalities Impact Assessment has been carried out. This has identified that this project will have a net Positive or net Neutral impact on all protected characteristics with no negative impacts on any protected groups.

8 Appendices

Appendix A – Equality Impact Assessment

Appendix B – Risk Register

9 Background Documents

- 9.1 Report to Cabinet, 21 March 2023, Transportation & Highways Capital Programme 2023/24 to 2028/29 – Annual Programme Update.

Title of proposed EIA	Bikeability April 2023 to March 2024
Reference No	EQUA1218
EA is in support of	New Service
Review Frequency	Annually
Date of first review	13/11/2023
Directorate	Inclusive Growth
Division	Transport and Connectivity
Service Area	Transport Planning and Network Strategy
Responsible Officer(s)	<input type="checkbox"/> Carmen Szeto
Quality Control Officer(s)	<input type="checkbox"/> Janet L Hinks
Accountable Officer(s)	<input type="checkbox"/> Mel Jones
Purpose of proposal	To assess the Bikeability April 2023 to March 2024 that provides funding for Bikeability training for children and young people
Data sources	
Please include any other sources of data	Ward profiles (2021) See entry later in report for further sources
ASSESS THE IMPACT AGAINST THE PROTECTED CHARACTERISTICS	
Protected characteristic: Age	Service Users / Stakeholders; Employees; Wider Community
Age details:	<p>Of the 1,140,500 people living in Birmingham (according to the 2020 mid-year population estimates):</p> <p>22.5% (257,100) are children and young persons (aged 0 – 24); and 13.1% (140,400) are pensioners (older persons and the elderly) (aged 65+).</p> <p>Younger people typically make a higher than average proportion of journeys on foot. Supporting this, a study commissioned by the DfT (2018), 'Young People's Travel – What's changed and why?', suggests that only 29% of those aged 17-20 have a driving licence, falling by 20% since 2000. Enabling children to cycle at a younger age will help develop their confidence and other skills, increasing the chance of continuing to cycle into adulthood, without the need to start driving. This is also supportive of the BTP aiming to reallocate road space away from cars towards more sustainable modes of travel.</p> <p>Bikeability training will be supporting children and young people to develop their cycle skills to increase their confidence on the road, as well as ensuring that they are cycling safely.</p> <p>Although there are no direct impacts for those of older age groups, all are likely to experience the positive effects of reduced air pollution in their local community (particularly at close proximity to schools</p>

are times of pick-up/drop-off). There is evidence that the process of normal lung function growth in children is suppressed by long term exposure to air pollution. Throughout childhood, there is a natural development of lung functioning which is vitally important. Similarly, lung function in adulthood slowly declines with age, and there is emerging evidence that air pollution and living near a busy road accelerates this decline for both adults and older people.

It is considered that Bikeability will result in a net Positive impact upon the Age protected characteristic.

Service Users / Stakeholders; Employees; Wider Community

The West Midlands Metropolitan area has a larger percentage of people in households with a limiting long-term illness (6% of households compared to 4.7% in England and Wales). It also has a slightly larger proportion of disabled people than England and Wales (19% versus 18% in England and Wales). More and more people are living with impairments or with or beyond serious illness. According to the 2011 census, 9% of people in Birmingham identify themselves as having a long-term disability with day to day activities significantly limited.

In the UK, only 7% of disabled people cycle at least once a week, in comparison to 19% of non-disabled people. 84% of disabled people never cycle (Sustrans, 2019). It is recognised that disabled people in the UK have a lower propensity to cycle than the general population - and in particular, those of younger ages. Those with disabilities are also less likely to drive and therefore improved provisions for alternative modes of travel are likely to benefit this group significantly.

Research by Cox and Bartle (2020) suggests that one way in which public authorities can improve inclusivity of cycling is through creating pathways to help more disabled people progress from learning to cycle to cycling independently. It is recognised that this scheme will improve the confidence of disabled cyclists from a younger age and therefore increase the likelihood of this behaviour to be continued into adulthood. . Bikeability training is made available to SEND schools and discussions take place at the booking stage to understand the specific needs of pupils and any adaptations or additional support that is required to support inclusive delivery. This includes the use of adapted bikes or trikes where these can be made available and a focus on developing skills for recreational/leisure cycling rather than the journey to and from school. We work with TomCat to provide trikes that provide freedom, mobility, joy and

Protected characteristic: Disability

Disability details:

normality to those living with physical and neurological conditions.

It is also recognised that provisions are needed for those with learning disabilities or mental-based disabilities. We offer full Bikeability training to all SEND schools and pupils with SEND. Training is delivered by instructors who have experience and a passion for working with children with additional needs. Schools are asked to make Bikeability training providers aware of pupils that have additional support needs due to a disability so that we can work with them to deliver a course that meets pupils' requirements and this can be catered for within sessions. Different options will need to be explored - for example, including training on 'Balance bikes' for children with autism.

However, in order to further maximise the benefits from this scheme, there must be improvements to provisions for appropriate infrastructure (such as segregated cycle routes), as well as consideration for adapted bikes (such as wider and less busy parking spaces for easier dismount).

There are also a number of charities across the UK that specialise in inclusive cycling and currently operate in relevant areas - such as Sustrans or 'Wheels for All' who embrace disabled people and people who would not otherwise be able to cycle. Therefore, it is important to learn from these organisations and work in partnership where possible.

It is considered that Bikeability will result in a net Positive impact upon the Age protected characteristic.

Service Users / Stakeholders; Employees; Wider Community

The gender balance of residents in Birmingham is currently 49.2% male and 50.8% female.

The implementation of this scheme is expected to significantly increase the number of people cycling from a young age. This will provide increased natural surveillance, creating a safer environment for all residents and visitors. This change is likely to be disproportionately beneficial to women and girls who will benefit from improved, safer access to key services and facilities provided within the city centre.

A study undertaken by Sustrans entitled Birmingham Bike Life 2017 identified that women in Birmingham are less represented than men in cycling. The implementation of this scheme should make cycling (and walking) significantly safer and more attractive to both genders, promoting equality of opportunity.

Protected characteristic: Sex

Gender details:

Research by Sustrans (2019) concluded that the root causes of journey needs are a result of the roles and responsibilities played by men and women, as well as learned behaviours or preferences that may be mediated by gender. The provision of universal Bikeability cycle training across schools provides girls with an opportunity to develop cycle skills and confidence from an early age in a relaxed and welcoming environment. Through encouraging females to become more confident and well established cyclists from a younger age, it is anticipated that this behaviour will be continued into adulthood.

It is considered that Bikeability will result in a net Positive impact upon the Sex protected characteristic.

Service Users / Stakeholders; Employees; Wider Community

There are no national estimates on the trans population in England because the subject is not included in the national census. Additionally, there hasn't been any research completed elsewhere in England which was large enough to be statistically significant. The best estimate is that around 1% of the population might identify as trans, including people who identify as non-binary. If this estimate is applied to Birmingham, assuming that the 1% figure is equally represented across all age groups, then there are an estimated 1,400 trans people aged 16 to 24 years in Birmingham.

The implementation of the Bikeability scheme is expected to indirectly increase footfall in the natural environment - particularly in the vicinity of schools. This will deliver increased natural surveillance, improving perceptions of, and actual personal safety at all times of the day (by younger people as well as their parents/carers). This change is likely to be disproportionately beneficial to those undergoing or who have undergone gender reassignment who can be at higher risk of discrimination, hate crime and personal safety issues by delivering improved, safer access to key services and facilities provided within the city centre at all times of the day and night.

It is considered that Bikeability will result in a net neutral impact upon the Gender Reassignment protected characteristic.

Not Applicable

Only 41% of Birmingham's resident population are married or in a civil partnership, which partly reflects the relative youth of the city's population.

Bikeability is available to all pupils regardless of the marital status of their parent(s).

Protected characteristics: Gender Reassignment

Gender reassignment details:

Protected characteristics: Marriage and Civil Partnership

Marriage and civil partnership details:

It is considered that Bikeability will result in a net neutral impact upon the Marriage and Civil Partnership protected characteristic.

Protected characteristics: Pregnancy and Maternity

Service Users / Stakeholders; Employees; Wider Community

Pregnancy and maternity details:

Approximately 17,000 babies are born in Birmingham each year. As such, Birmingham has a large resident population of persons with this protected characteristic.

Pregnant women or those with young children in pushchairs could be adversely affected by environments which experience high footfall and higher levels of cycling, as this can increase the risk of conflict and make navigation through more open spaces difficult. Therefore with potential increases in volumes of cyclists, it is recognised that additional provisions may be needed to support this.

As part of their engagement with schools and families, Bikeability instructors are able to provide advice around cycling with young children, including cycling equipment and accessories available to help with this.

Research shows that pregnancy and early childhood are critical times for the formation and maturation of bodily systems. Factors that can adversely affect human development include air pollution and can have both immediate and long-lasting effects such as low birth weight and premature birth. The implementation of the scheme will indirectly reduce local air pollution and the affects it has on pregnant women and their new-born children.

It is considered that the Bikeability scheme will result in a net Positive impact upon the Pregnancy and Maternity protected characteristic.

Protected characteristics: Race

Service Users / Stakeholders; Employees; Wider Community

Race details:

Birmingham is a multi-ethnic city with 57.9% of Birmingham's population identifying as white, 26.6% as Asian, 9% as black and 2% as other ethnicities.

According to a recent study by Sustrans (2019), 55% of people from ethnic minority groups who never cycle would like to start. Therefore, we must tackle the barrier presented to people identifying with ethnic minority groups who do not currently cycle but would like to.

Many ethnic minority groups are under-represented in cycling, partly because this is not traditionally seen as a mode of travel used within some of these communities, and also as a result of lower levels of bike ownership. Bikeability delivery can include access to bikes for cycle training, so that not having a bike is not a barrier to participating in this. Particular efforts are made to engage with schools in inner-city Birmingham, which tend to have a higher proportion of pupils from ethnic minority backgrounds. This helps to ensure that pupils from ethnic minority groups are reached and involved in Bikeability training.

Pupils are generally required to wear helmets when participating in Bikeability cycle training. Anyone who is unable to do so for cultural reasons, e.g. turbans, braided hair, are exempt from this requirement.

This scheme is expected to improve confidence particularly for those who do not currently cycle. Quieter roads around schools is also expected to re-inforce improvements to the perception of safety, encouraging greater levels of participation.

It is considered that the Bikeability scheme will result in a net Positive impact upon the Race protected characteristic.

Protected characteristics: Religion or Beliefs

Service Users / Stakeholders; Employees; Wider Community

Religion or beliefs details:

In Birmingham, 46.1% of residents identify as Christian, 21.8% as Muslim, 19.3% have no religion, 3% are Sikh, 2.1% are Hindu and the remaining 7.7% are other religions. The city is known for its ethnic diversity.

This scheme is expected to improve the ability of younger cyclists to travel to their place of worship actively and independently. In line with the 'Beeline' scheme in Manchester, religious institutions are highlighted in playing a vital role in encouraging the uptake of cycling in local communities due to their prominence at the community-level (The Church of England, 2021).

However, it is recognised that the necessary infrastructure (such as cycle parking and/or segregated cycle routes) will need to be provided in the appropriate locations in order to maximise the potential benefits for this protected characteristic.

Pupils are generally required to wear helmets when participating in Bikeability cycle training. Anyone who

is unable to do so for religious reasons, e.g. turbans, braided hair, are exempt from this requirement.

It is considered that the Bikeability Cycle Lane scheme will result in a net Neutral impact upon the Religion or Belief protected characteristic.

Protected characteristics: Sexual Orientation

Service Users / Stakeholders; Employees; Wider Community

Sexual orientation details:

Public Health England (PHE) estimates that between 2% and 5% of the national population identify with a non-heterosexual sexual orientation. GP survey data also shows that young adults are more likely to identify with non-heterosexual identities than older age groups. Although there has been NHS guidance on collecting data on sexual orientation there is very little Birmingham data on the health of this group. Based on the various available reports we have estimated the LGBTQIA+ population of Birmingham to be approximately 45,000 adults. This does not however include practising homosexual men who continue to see themselves as heterosexual whilst having sexual contact with other men.

Members of the LGBTQIA+ community are disproportionately more likely to experience personal security issues, discrimination and hate crime. Although less prominent in younger children, the implementation of this scheme will make less confident cyclists more confident as well as increase footfall and natural surveillance within the local community improving perceptions of, and actual personal safety at all times of the day.

It is considered that the Bikeability scheme will result in a net Positive impact upon the Gender Reassignment protected characteristic.

Socio-economic impacts

According to research by Sustrans (2019), compared with 74% of people in managerial or professional occupations, only 41% of people on low incomes rate their local area as good for cycling safety.

Therefore, the proposed training is expected to significantly benefit the propensity to cycle of those from lower socio-economic demographics.

Please indicate any actions arising from completing this screening exercise.

Bikeability training will have no negative impacts on any protected groups. The scheme will have a positive impact on children and young people in Birmingham.

Please indicate whether a full impact assessment is recommended

NO

What data has been collected to facilitate the assessment of this policy/proposal?	<p>A qualitative study of the accessibility of a typical UK town cycle network to disabled cyclists (Cox and Bartle, 2020)</p> <p>The cost of living: Economy-boosting benefits of walking, wheeling and cycling (Sustrans, 2022)</p> <p>1029.pdf (sustrans.org.uk) (Sustrans, 2019)</p> <p>https://www.manchester.anglican.org/beelines/ (Church of England, 2021)</p> <p>https://www.gov.uk/government/publications/health-matters-air-pollution/health-matters-air-pollution (UKGOV, 2018)</p>
Consultation analysis	N/A
Adverse impact on any people with protected characteristics.	No adverse impacts identified - supporting measures will be considered in order to maximise the benefits for as many people as possible.
Could the policy/proposal be modified to reduce or eliminate any adverse impact?	<p>If deemed necessary, the Bikeability scheme can be supported by:</p> <ul style="list-style-type: none"> • Considering where investment in segregated cycle routes could benefit younger people (such as in close proximity to schools). • Engagement with those identifying with any of the protected characteristics (such as those with disabilities). Engagement with parents/carers may also be beneficial as their perceptions towards the safety of cycling may be a barrier to the participation of their children. • Ensure that training is provided for all types of bikes - with a particular focus on balance bikes etc. • Ensure that resulting improved levels of confidence experienced by younger cyclists are carried into adulthood. It may be useful to ensure that training encompasses potential trips outside of school. • Explore opportunities for partnership working with different organisations who currently run training programmes for younger people with disabilities - such as 'Wheels for All'.
How will the effect(s) of this policy/proposal on equality be monitored?	Children from each of the protected characteristics will be engaged with during and after completion of the scheme to ensure that they are benefitting from it as much as their counterparts.
What data is required in the future?	N/A
Are there any adverse impacts on any particular group(s)	No

If yes, please explain your reasons for going ahead.

N/A

Initial equality impact assessment of your proposal

See below.

Consulted People or Groups

N/A

Informed People or Groups

N/A

Summary and evidence of findings from your EIA

Bikeability training will increase cycling confidence and safety in children and young people. It will contribute towards healthier and active lifestyles for the City's residents.

It is expected that this will be particularly beneficial for those who are typically under-represented in cycling including ethnic minorities, those with disabilities and those of lower socio-economic demographics.

Whilst no adverse impacts have been identified, if deemed necessary, benefits realised from the Bikeability scheme can be supported by:

- Considering where investment in segregated cycle routes could benefit younger people (such as in close proximity to schools).
- Engagement with those identifying with any of the protected characteristics (such as those with disabilities). Engagement with parents/carers may also be beneficial as their perceptions towards the safety of cycling may be a barrier to the participation of their children.
- Ensure that training is provided for all types of bikes - with a particular focus on balance bikes etc.
- Ensure that resulting improved levels of confidence experienced by younger cyclists are carried into adulthood. It may be useful to ensure that training encompasses potential trips outside of school.
- Explore opportunities for partnership working with different organisations who currently run training programmes for younger people with disabilities - such as 'Wheels for All'.

In alignment with the objective set out by the BTP to reduce the levels of car-use for shorter-distance trips across the city, the Bikeability scheme is expected to begin and encourage this behaviour at an earlier stage in our residents' lives.

In turn, this will reduce the need to drive in Birmingham whatsoever. However, it is recognised that a number of supporting schemes are needed in order to extend these benefits maintain this behaviour into later life.

Submit to the Quality Control Officer for reviewing?

No

Quality Control Officer comments

Proceed to Accountable Officer 14 November 2023

Decision by Quality Control Officer

Proceed for final approval

Submit draft to Accountable Officer?

Yes

Decision by Accountable Officer

Date approved / rejected by the Accountable Officer


Reasons for approval or rejection

Please print and save a PDF copy for your records

Yes

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Close

Appendix B – Risk Register – Bikeability cycle training delivery (April 2023 to March 2024)

Risk No	Risk description	Risk mitigation	Residual / Current risk			Additional steps to be taken
			Likelihood	Impact	Prioritisation	
1.	<i>Insufficient take up of Bikeability cycle training by schools.</i>	<i>Bikeability will be widely promoted to schools, including as an available offer within the Modeshift STARS scheme.</i>	Low	Medium	Tolerable	<i>Targeted promotional activity where required.</i>
2.	<i>Failure to deliver all training courses within agreed timescales could result in less funding being allocated in future.</i>	<i>Delivery will be monitored on a quarterly basis as part of the grant claim submission process.</i>	Low	Medium	Tolerable	<i>Further action to be identified if issues are highlighted.</i>
3.	<i>A shortage of Bikeability instructors could impact upon delivery capacity.</i>	<i>Ongoing recruitment and training for Bikeability instructors in place. Covered as part of review meetings with The Active Wellbeing Society.</i>	Medium	Low	Tolerable	<i>Recruitment campaigns to be arranged if required.</i>
4.	<i>Reputational risk if training is not delivered to the required standards and expectations.</i>	<i>Review meetings will be held with The Active Wellbeing Society to discuss ongoing delivery. Feedback will also be captured from schools receiving Bikeability cycle training.</i>	Low	Low	Tolerable	<i>Observation of delivery (by TAWS and BCC) carried out as part of quality assurance process.</i>
5.	<i>Failure to adhere to Data Protection Act 2018, e.g. not meeting obligation to keep data secure. Could result in loss of trust in the Council and provider, and/or financial penalty.</i>	<i>Data protection requirements outlined in service level agreement with provider. Incident reporting and management in place.</i>	Low	Medium	Tolerable	<i>Further action to be identified if issues are highlighted.</i>

Measures of likelihood/ Impact:

Description	Likelihood Description	Impact Description
High	Almost certain, is expected to occur in most circumstances. Greater than 80% chance.	Critical impact on the achievement of objectives and overall performance. Critical opportunity to innovate/improve performance missed/wasted. Huge impact on costs and/or reputation. Very difficult to recover from and possibly requiring a long term recovery period.
Significant	Likely, will probably occur in most circumstances. 50% - 80% chance.	Major impact on costs and objectives. Substantial opportunity to innovate/improve performance missed/wasted. Serious impact on output and/or quality and reputation. Medium to long term effect and expensive to recover from.
Medium	Possible, might occur at some time. 20% - 50% chance.	Waste of time and resources. Good opportunity to innovate/improve performance missed/wasted. Moderate impact on operational efficiency, output and quality. Medium term effect which may be expensive to recover from.
Low	Unlikely, but could occur at some time. Less than 20% chance.	Minor loss, delay, inconvenience or interruption. Opportunity to innovate/make minor improvements to performance missed/wasted. Short to medium term effect.