



Levelling Up Fund Application Form

This form is for bidding entities, applying for funding from the Levelling Up Fund (LUF) across the UK. Prior to completing the application form, applicants should read the [LUF Technical Note](#).

The Levelling Up Fund Prospectus is available [here](#).

The level of detail you provide in the Application Form should be in proportion to the amount of funding that you are requesting. For example, bids for more than £10m should provide considerably more information than bids for less than £10m.

Specifically, for larger transport projects requesting between £20m and £50m, bidding entities may submit the Application Form or if available an Outline Business Case (OBC) or Full Business Case (FBC). Further detail on requirements for larger transport projects is provided in the [Technical Note](#).

One application form should be completed per bid.

Applicant & Bid Information

Local authority name / Applicant name(s)*: Leicester City Council

**If the bid is a joint bid, please enter the names of all participating local authorities / organisations and specify the lead authority*

Bid Manager Name and position: David Beale, Development Manager

Name and position of officer with day-to-day responsibility for delivering the proposed scheme.

Contact telephone number: 07590 444006

Email address: david.beale@leicester.gov.uk

Postal address: Leicester City Council, City Hall, 115 Charles Street,
Leicester LE1 1FZ

Nominated Local Authority Single Point of Contact: David Beale

Senior Responsible Officer contact details: Andrew Smith, Director of Planning, Development and Transportation. Tel. 0116 4542801. Email andrewl.smith@leicester.gov.uk

Chief Finance Officer contact details: Colin Sharpe, Chief Finance Officer, Tel 0116 4544081. Email colin.sharpe@leicester.gov.uk

Country:

England - The scheme is situated in England

Scotland

Wales

Northern Ireland

Please provide the name of any consultancy companies involved in the preparation of the bid:

SLC Rail and Systra

For bids from **Northern Ireland applicants** please confirm type of organisation

Northern Ireland Executive

Third Sector

Public Sector Body

Private Sector

District Council

Other (please state)

PART 1 GATEWAY CRITERIA	
Failure to meet the criteria below will result in an application not being taken forward in this funding round	
<p>1a Gateway Criteria for <u>all</u> bids</p> <p>Please tick the box to confirm that your bid includes plans for some LUF expenditure in 2021-22</p> <p><i>Please ensure that you evidenced this in the financial case / profile.</i></p>	<p><input checked="" type="checkbox"/> Yes - Confirmed</p> <p><input type="checkbox"/> No</p>
<p>1b Gateway Criteria for private and third sector organisations in Northern Ireland bids only</p> <p>(i) Please confirm that you have attached last two years of audited accounts.</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>
<p>(ii) Northern Ireland bids only Please provide evidence of the delivery team having experience of delivering two capital projects of similar size and scale in the last five years. (Limit 250 words)</p>	

PART 2 EQUALITY AND DIVERSITY ANALYSIS

2a Please describe how equalities impacts of your proposal have been considered, the relevant affected groups based on protected characteristics, and any measures you propose to implement in response to these impacts. (500 words)

An initial equalities impact assessment (EIA) for has been undertaken using Leicester City's Council's standard template, and is attached at Appendix A. In summary:

The proposals offer improved facilities for all. No service that is currently provided will be removed. The rail station is open for all, with certain facilities beyond the ticket gate open only to ticket holders.

Protected characteristics: The following characteristics have been identified as being impacted to some degree:

- **Age**-children and the elderly (positively impacted)
- **Children:** In summary, a large number of children will use the station due to free/relatively cheap travel. Improvements (such as WCs, benches, retail/hospitality offer) to the facilities will aid use. This group also includes those in pushchairs. Design improvements identified in pregnancy and maternity will also improve movement through the station area.
- **The elderly:** Train travel is a common mode of transport for this age group for various reasons listed in the EIA document. Access into the station building (from other vehicles) will be improved and easily accessible, seating will be positioned throughout to aid mobility and rest; and access to staff will be simpler.
- **Disability**-(positively impacted) including benefits for all those with physical, sensory, hearing and sight impairment, mental health, learning difficulties and long-standing illness/conditions and their accompanying carers. The addition of a neuro-sensory sensitive waiting area will be a significant benefit.
- **Pregnancy and maternity** (positively impacted)-inclusion of additional seating, new over-looked waiting area, more WC's and baby changing facilities and more retail and hospitality offer.
- **Religion or beliefs** (positively impacted)-inclusion of a new prayer room for those of any religion or none. Will be located within the public area of the station therefore free entry for all.
- **Sex** (women positively impacted)- New design will allow for distancing which is important with regards to women's perception of safety as well as greater staff visibility of users. Also, easier access to staff assistance. The new public realm space around the entrance will be particularly welcoming for early morning and late evening (especially during Winter months) when footfall and general visibility is lower. Improvements should encourage an

increased number of users using the Porte Cochere¹ facilities which provides increased natural surveillance making later night journeys more attractive. The larger ticket hall will enable greater staff visibility of users.

No vulnerable groups were identified as part of the assessment that would be disproportionately negatively impacted (when defined as a protected characteristic) by the scheme, which will deliver significant improvement.

Important to note that all designs will be designed to Building Regulation's Approved Document M (Access and use of buildings) standards which ensures for example that ramp gradients are an acceptable level particularly for those with pushchairs; and that handrails are provided on both sides of stairs and ramps etc.

In addition, the schemes will be designed in accordance with Network Rail's 'Tomorrow's Living Stations' document and their 'Everyone matters' strategy.

[495 words]

When authorities submit a bid for funding to the UKG, as part of the Government's commitment to greater openness in the public sector under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004, they must also publish a version excluding any commercially sensitive information on their own website within five working days of the announcement of successful bids by UKG. UKG reserves the right to deem the bid as non-compliant if this is not adhered to.

Please specify the weblink where this bid will be published:

<https://www.leicester.gov.uk/your-council/policies-plans-and-strategies/planning-and-development/>

¹ A Porte Cochere is a large covered entrance area originally used for carriages.

PART 3 BID SUMMARY	
<p>3a Please specify the type of bid you are submitting</p>	<p><input checked="" type="checkbox"/> Single Bid (one project) – This is a single bid</p> <p><input type="checkbox"/> Package Bid (up to 3 multiple complimentary projects)</p>
<p>3b Please provide an overview of the bid proposal. Where bids have multiple components (package bids) you should clearly explain how the component elements are aligned with each other and represent a coherent set of interventions (Limit 500 words).</p>	
<p>This bid is an ambitious plan to transform one of Leicester’s most important assets – its railway station. Despite having fine 19th century buildings, the station has been passed over for investment since an upgrade in 1978, whilst other similar buildings at Nottingham, Derby and Sheffield have been transformed or rebuilt. The station is a poor transport gateway to Leicester; it is a dismal, congested and illegible arrival experience for visitors. In the immediate vicinity, land and buildings lie underused and vacant. There is now a huge opportunity to transform the stations’ contribution to the economic performance of the city.</p> <p>The station is pivotal for access to jobs and regeneration of the area around it. Leicester lacks commercial space and this is holding back its prosperity. To address market failure, the City Council is already planning to invest £50m in new development alongside the station, linked to the prospect of investment in the latter. The station will be an anchor for this and future development, supporting regeneration, sustainable travel for workers and a vibrant destination.</p> <p>This bid has been developed with full rail industry engagement and support through a Board including Leicester City Council, Network Rail, East Midlands Railway, Cross Country Trains and Midlands Connect. The Board has met regularly to develop the bid, and formally endorsed it on 8th June 2021.</p> <p>Support is particularly strong because the scheme supports other strategic projects being developed by Midlands Connect and Network Rail including Midlands Rail Hub, Coventry – Leicester, Leicester Area Enhancement and Midland Mainline electrification.</p> <p>There is widespread and strong support from the community, including [x] MPs, business leaders and community representatives.</p> <p>The Board agreed the vision for the station: <i>“Our mission is to transform the Leicester station area into a vibrant gateway that makes a major contribution to Leicester’s prosperity and supports the national levelling-up agenda.”</i></p>	

The scope of the project involves:

- Creation of an exciting new destination for leisure, work, eating and drinking in the Porte Cochere
- Refurbishing the cramped booking hall into a larger, light, airy space
- Creation of a new station entrance from the booking hall, facing the city centre

The visualisations below can be compared with photographs in 4.3c.



Porte Cochere



Booking Hall



New entrance

The scheme delivers very high value for money, using the DfT’s Medium COVID scenario. A sensitivity based on the DfT’s Low COVID scenario still delivers medium value for money.

The cost estimate is £22.6m, of which the City Council has committed £5m (22%). The project will be led by the Council. Network Rail has agreed to provide Asset Protection services, and EMR to provide support.

A Concept Layout Report is provided at Appendix B. A comprehensive Delivery Plan and Programme have been developed to deliver the scheme by March 2024. These can be found at Appendix J and P. These have been tested with Network Rail, East Midlands Railway, and through Early Contractor Involvement. Key risks are understood and work on the scheme will continue at risk pending funding award.

[498 words]

3c Please set out the value of capital grant being requested from UK Government (UKG) (£). This should align with the financial case:	£17,643,661	
3d Please specify the proportion of funding requested for each of the Fund’s three investment themes	Regeneration and town centre	35%
	Cultural	20%
	Transport	45%

PART 4 STRATEGIC FIT

4.1 Member of Parliament Endorsement (GB Only)

See technical note section 5 for Role of MP in bidding and Table 1 for further guidance.

4.1a Have any MPs formally endorsed this bid? If so confirm name and constituency. Please ensure you have attached the MP's endorsement letter.

Yes
 No

Claudia Webbe MP, whose constituency is Leicester East, is providing formal priority support for the bid. Her letter confirming this is attached at Appendix C.

The following other MPs have also provided letters of support:

Name	Constituency	Appendix
Jonathan Ashworth	Leicester South	C1
Dr Luke Evans	Bosworth	C2
Liz Kendall	Leicester West	C3

4.2 Stakeholder Engagement and Support

See technical note Table 1 for further guidance.

4.2a Describe what engagement you have undertaken with local stakeholders and the community (communities, civic society, private sector and local businesses) to inform your bid and what support you have from them. (Limit 500 words)

The Masterplan for Leicester station has been developed since 2018 with the full engagement and support of the affected rail industry stakeholders. A Station Board with agreed Terms of Reference was formally constituted in February 2019. The Board members include Network Rail, East Midlands Railway (EMR), Cross Country Trains, Midlands Connect and Department for Transport, as well as Leicester City Council and the Leicester and Leicestershire Local Enterprise Partnership.

The Masterplan for the station, of which the scope for this bid is the first phase, was developed interactively with the members of the station Board, and formally endorsed in October 2019.

Subsequently, the Board has proactively engaged on the scope for this bid as the first phase of the Masterplan, and regular meetings have taken place with Network Rail, EMR and DfT since November 2020 to develop the objectives and scope for it. The bid was formally endorsed by the Board on 8th June 2021, and rail industry letters of support are included at Appendix D from Network Rail, EMR, Cross Country Trains and Midlands Connect.

The proposal has also been tested on three occasions with the Midland Main Line Programme Delivery Group, most recently in February 2021, and that group gave in principle support for the continuing development of the bid.

More widely, the City Council has consulted with business and community groups to ensure that the proposal maximises the transport, regeneration and cultural benefits.

The council convened two briefing/ Q and A sessions in June led by the City Mayor to outline the three levelling up bids the council is submitting in round 1. This was attended by around 100 city leaders including MPs and councillors, key employers from all business sectors (such as IBM and Matteoli Woods), the Leicester and Leicestershire Enterprise Partnership and business representative organisations including the Chamber of Commerce and Federation of Small Businesses, both universities and city further education colleges, community organisations, representatives from the retail sector, Business Improvement District and cultural and sporting facilities including the Space Centre, Curve, Leicester City Football and Leicester Tigers. The sessions were very enthusiastically received and many bodies emphasised the need for the scheme in order to address the weaknesses in Leicester, including the low qualification levels, graduate drain, poor commercial facilities and the need to support the City’s post-COVID recovery, as highlighted in the answer to question 4.3a.

Letters of support from a range of these stakeholders are included at Appendix E.

[407 words]

4.2b Are any aspects of your proposal controversial or not supported by the whole community? Please provide a brief summary, including any campaigns or particular groups in support or opposition? (Limit 250 words)

The proposal has widespread support and has not encountered any controversy or opposition.

[90 words]

4.2c Where the bidding local authority does not have the statutory responsibility for the delivery of projects, have you appended a letter from the responsible authority or body confirming their support?

Yes – most of the works will be undertaken by Leicester City Council on land and assets owned by Network Rail. See Appendix D1 for their letter of support.

No

N/A

For Northern Ireland transport bids, have you appended a letter of support from the relevant district council

Yes

No

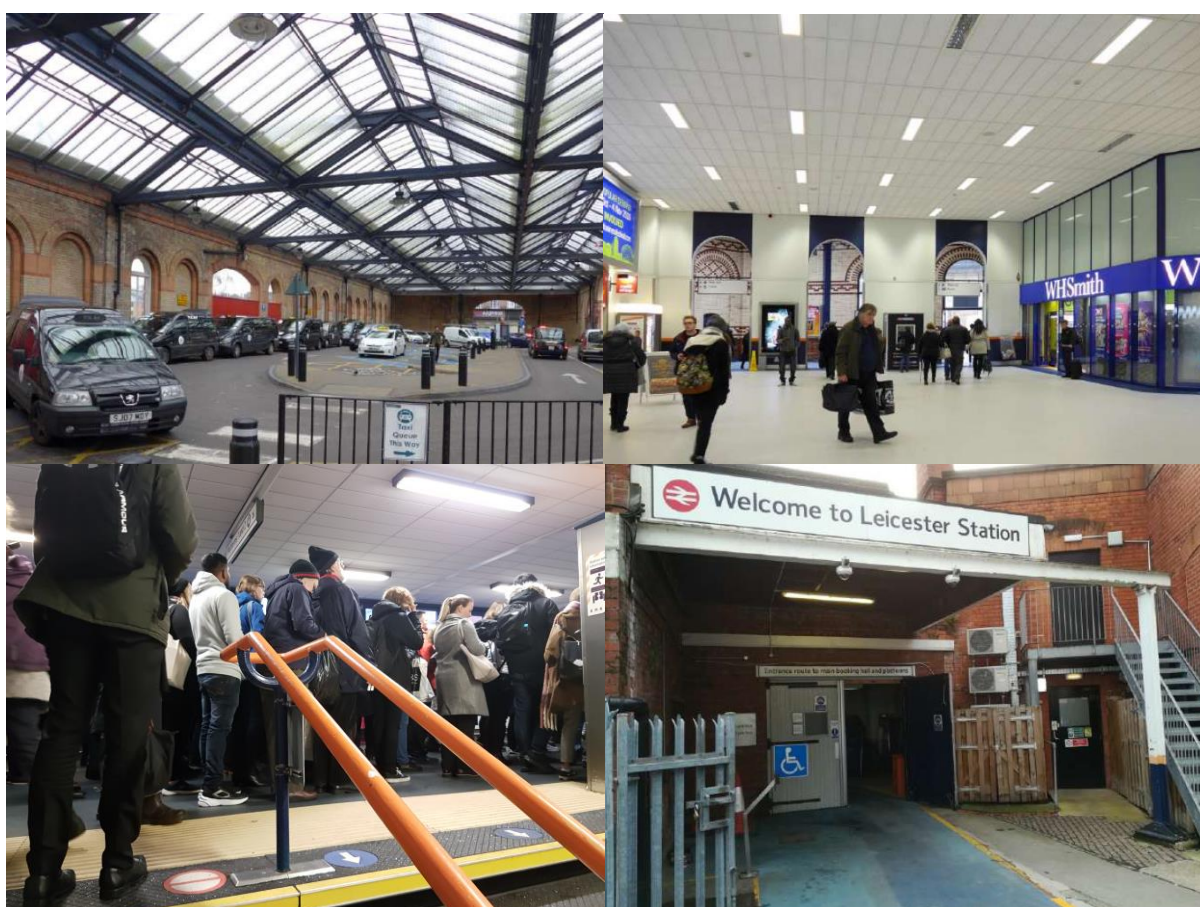
N/A – Not applicable

4.3 The Case for Investment

See technical note Table 1 for further guidance.

4.3a Please provide evidence of the local challenges/barriers to growth and context that the bid is seeking to respond to. (Limit 500 words)

Leicester Station and the land and buildings around it do not contribute what they could, or need to, to the economic performance of the city. The station is a poor **transport** gateway to Leicester, largely untouched since unsympathetic ‘improvements’ in 1978. It is a dismal, congested and illegible arrival experience for visitors. In the immediate vicinity, land and buildings lie underused and vacant. Its significant **heritage** assets are poorly presented (the station was built in 1894, and parts of it are listed). The photographs below illustrate the problem. Clockwise from top left: the Porte Cochere is a car park for taxis; the booking hall is dark and uninviting; the rear entrance to the station is unpleasant; the gateline access from the station footbridge causes congestion and a safety hazard at the top of the stairs.

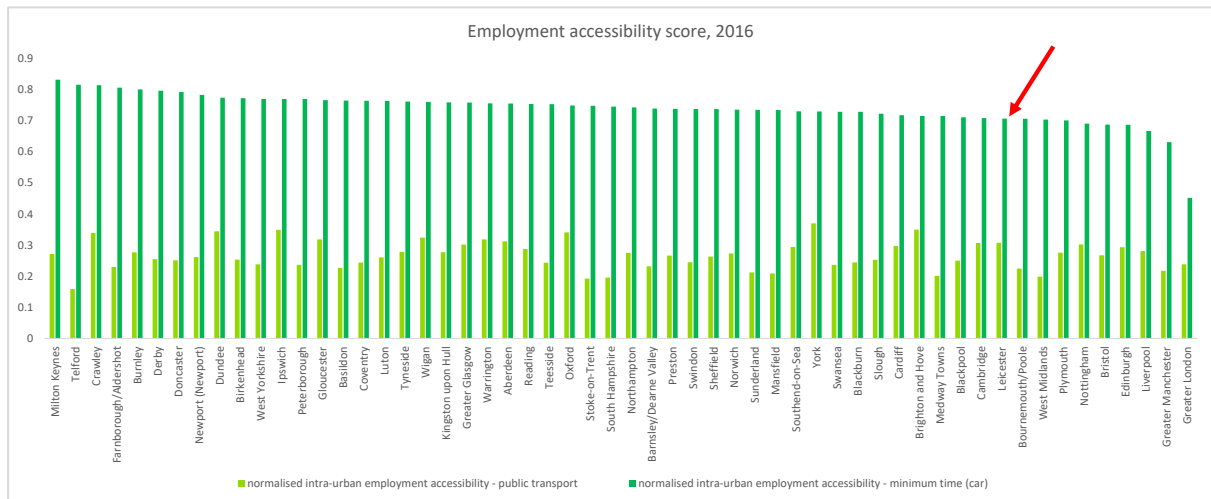


*Leicester’s poor **transport** connectivity is not supporting the city’s prosperity.* The city has a growing, young population: ONS estimates show a 23.9% growth 1999-2019 (GB 13.9%), and 39.1% are under 25 (GB 30.5%). It also has a high degree of ethnic diversity (51.6% of the adult population is BAME; GB=12.7%). However, there is a need to ensure jobs growth can address the pay and skills gap faced by Leicester workers:

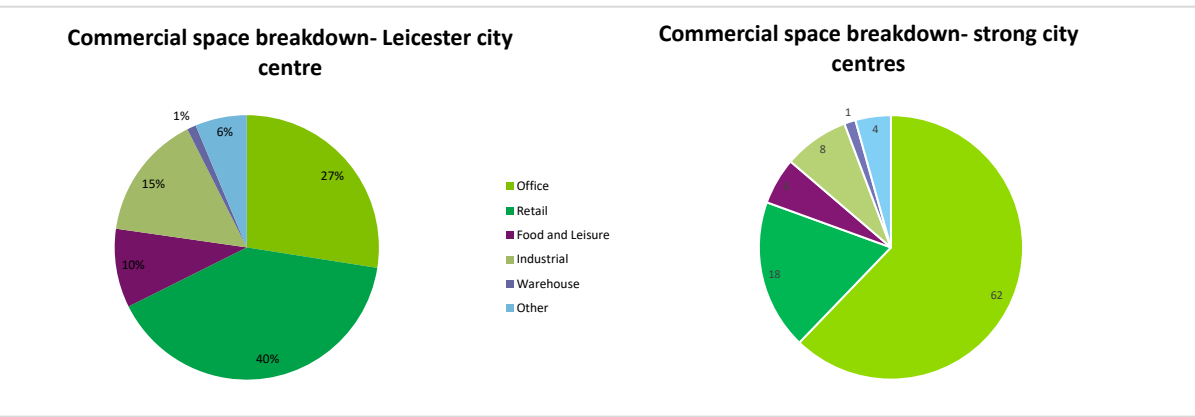
- 28% of workers earn less than living wage (UK 20%)
- 17% are unskilled (UK 8%)

- 38% of jobs are high skilled (UK 50%)
- 19% of working-age residents have no qualifications compared to Leicestershire 5% and England 8%

The graph below shows that Leicester’s employment accessibility is low compared to most other cities.



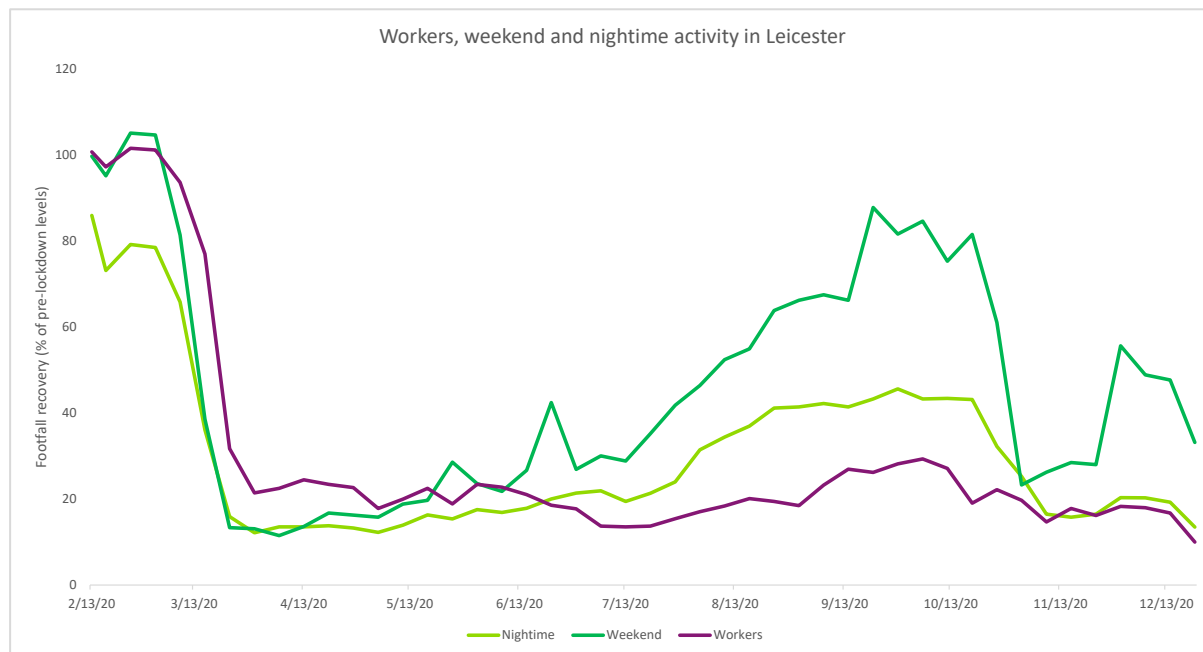
There is a need to provide suitable sites and accommodation for future jobs growth. Cambridge Econometrics Spring 2021 Economic Forecasts suggest that Leicester and Leicestershire’s employment in professional and financial services will increase by 10,000 jobs between 2020 and 2040, and that the ICT sector will increase by 4,000 jobs. However, a critical barrier is the significant shortfall in quality office space to accommodate these jobs, even with changes to working from home. The graphs below illustrate how Leicester does not have the characteristics of a strong city centre in terms of commercial space available.



Locating new office space next to the station will address this problem in a sustainable way; and tackling the poor quality of the station will attract more visitors and improve the potential for inward investment.

Leicester has suffered from the longest Covid-19 lockdown period of any city in the UK. Covid-19 caseloads per residents were 54.1% higher than the UK average, and unemployment rose from 3.4% (8,020 claimants) in March 2020 to 7.4% in June 2020

(17,405 claimants) – a 218% increase. The unemployment claimant count peaked in Leicester at 7.4% in August 2020 (UK=6.4%) and stood at 7.2% in January 2021 (UK=6.2%). The graph below illustrates how the pandemic has affected Leicester’s job market strongly. Investment in the station will support the city’s recovery plan, visibly demonstrating that it is “open for business”.



[485 words]

4.3b Explain why Government investment is needed (what is the market failure)? (Limit 250 words)

The station is a national as well as local asset. All industry stakeholders recognise that a scheme to improve the station is needed, but the rail industry is not in a position to invest in it because of COVID and subsequent structural changes. RNEP, for example, is fully subscribed and is focussed on rail network infrastructure rather than place-making. However, there is significant planned investment in new services and rail infrastructure planned (as described in 4.4c) which will make the need to improve the station buildings more pressing.

The scheme will support new sustainable jobs growth in the area around the station. The latest (Cambridge Econometrics) forecasts indicate growth of +14,000 jobs in office-based jobs between 2020 and 2040 in Leicester and Leicestershire.

Appendix Q shows the location of the station in relation to other key developments and locations in the vicinity.

[248 words]

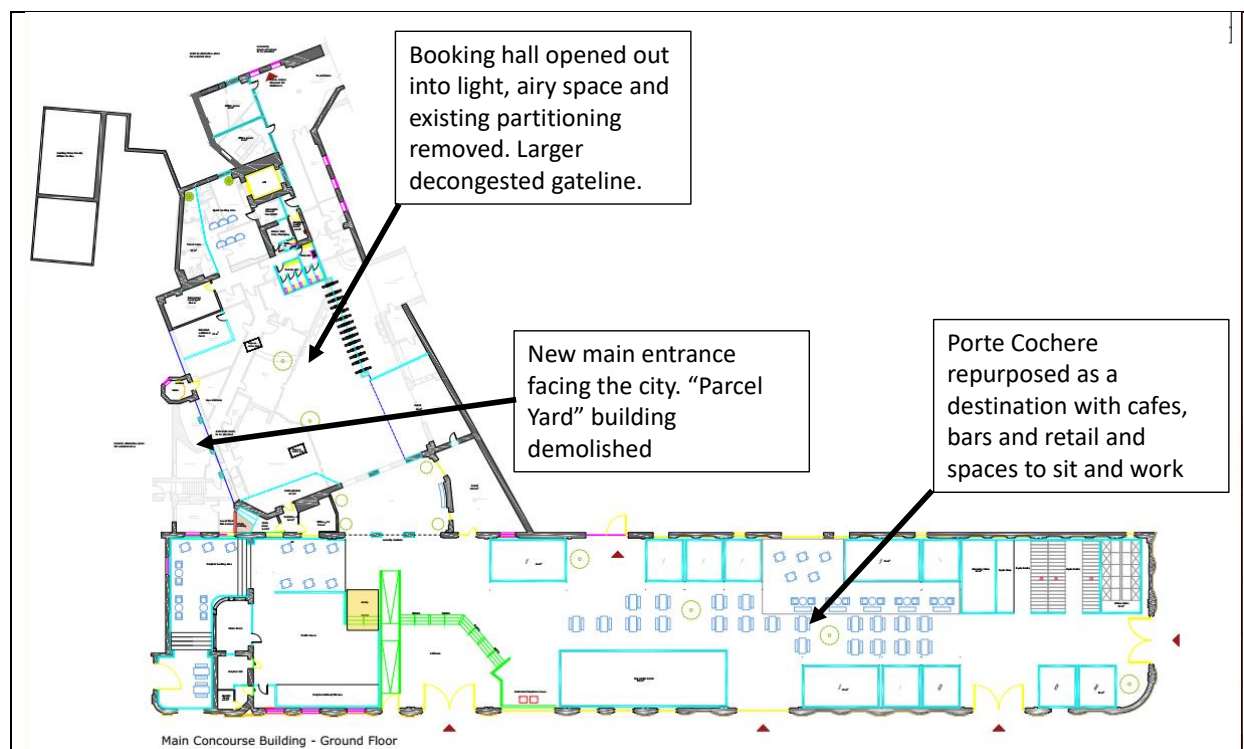
4.3c Please set out a clear explanation on what you are proposing to invest in and why the proposed interventions in the bid will address those challenges and barriers with evidence to support that explanation. As part of this, we would expect to understand the rationale for the location. (Limit 500 words)

Scope

The scope of the project has been developed through engagement with the Station Board. It is described in more detail in the Concept Layout Report at Appendix B and includes:

Station as Gateway to the City		Station as Place in the City
Creation of new plaza and New Entrance	Opening up and restoring concourse,	Porte Cochere as destination space
Enabling Projects	Enabling Projects	Enabling Projects
Demolition of Parcel Yard buildings Create new taxi rank, Station Street	New gate line Relocate back-office space, ticket office and travel centre	Relocate taxis to new rank Create replacement back-office space Create new retail and hospitality space

The visualisations shown in 3b illustrate the proposals, and the floor plan below shows how the internal arrangements in the station buildings are proposed to work.



Addressing the Challenges

The scheme addresses the challenges as follows.

- 1) Transport connectivity. The scheme supports strategic network developments, including the new services proposed by Midlands Connect under the Midlands Rail Hub and Leicester – Coventry, and the infrastructure projects to increase track capacity and electrify (see 4.4c). Through improving the quality and capacity of the station, it will become a strategic hub, connecting transport and jobs. The convenience and journey time for passengers will be improved, on foot and through public transport interchange with taxis and buses – a new electric bus route is separately planned to all of the main city destinations from outside the new station entrance.
- 2) Regeneration. The scheme will create a destination in Leicester, supporting retail recovery through the provision of 892 sqm retail space in the Porte Cochere. It will also support new commercial development and jobs where office occupiers want it – next to station – This will create a virtuous circle, as the new jobs will support vibrancy of the station area.
- 3) Heritage. The scheme will recover a poorly arranged listed building to full use and restore heritage features for city residents and visitors to experience. See the visualisations at 3b in comparison to the photographs in 4.3a.
- 4) COVID. The scheme will support the wider Leicester recovery plan through providing better access to jobs and through being a catalyst for regeneration of the area around the station.

Rationale for the location: The station caters for 5.6m passengers per year and is the city's main transport hub. The station says something about the community within

which it is situated, and has the potential to act as a high-quality gateway to and to make a statement about the city; to convey pride, intent, direction, cohesiveness and progression, and to be a centre of economic activity. We want the station to serve a community purpose, adding to the community value by the architectural style, impact and design. Employers will look to the station for good amenities for staff and employees will be attracted to jobs close to the station.

[494 words]

4.3d For Transport Bids: Have you provided an Option Assessment Report (OAR)



Yes – Please see Appendix F






No

4.3e Please explain how you will deliver the outputs and confirm how results are likely to flow from the interventions. This should be demonstrated through a well-evidenced *Theory of Change*. Further guidance on producing a Theory of Change can be found within [HM Treasury’s Magenta Book](#) (page 24, section 2.2.1) and [MHCLG’s appraisal guidance](#). (Limit 500 words)

The following table summarises how the results in terms of tangible **outputs**, short to medium term **outcomes** and longer term **impacts** flow from the **inputs** identified. Some of the outputs feed into more than one outcome, and the same for outcomes and impacts.



Context	Inputs	Outputs	Outcomes	Impacts
Station not contributing well to economic performance of city	Station Board consisting of industry stakeholders  Vision for station developed by Station Board	Porte Cochere as a destination within the city - More retail - More flexible space for working	860 additional square metres of retail space created for working and entertainment	Area around the station becomes vibrant economic quarter, supporting workers during day and night-time economy
Station is poor gateway, largely untouched since 1970s.		Booking Hall and Porte Cochere as an attractive place to be New entrance to the city	Modal shift with 31K additional passengers in first year, rising to 75K by 2034	Leicester recovers more quickly from COVID

	Widespread stakeholder support	improves accessibility and site lines		
Heritage assets poorly used and presented		The heritage assets in the station are restored	Passenger and visitor perception of the station is radically improved	The residents of the city feel more pride in it
Queueing at the station gateline causes passenger inconvenience and a safety hazard	Concept Layout developed for LUF bid 	New gateline and entrance reduce passenger journey times from platform to city More capacity for passenger throughput	Waiting times at station gateline reduced to negligible levels and risk of trips and accidents on footbridge stairs reduced	Economic prosperity increases as more passengers and visitors use the station
Plans for more services by Midlands Connect and for investment in track infrastructure by Network Rail	Delivery plan developed with programme, cost plan and MoU with Network Rail 	Station quality and capacity enhanced through new gateline, refurbished booking hall and new entrance	New services proposed by Midlands Connect and as part of Midlands Rail Hub are supported by high quality station facilities and enough capacity for passengers	New services provide improved connectivity and economic benefits for Leicester and the wider Midlands Connect area
Lack of high quality office space in city Leicester's skill's gap compared to UK average - 28% of workers earn less than living wage	Match funding from LCC identified 	Porte Cochere as a destination within the city - More retail More flexible space for working	Supports office development	Leicester's skills gap narrows to national average or above Leicester's % of higher skilled jobs increases
	LUF bid submitted 			
	Project delivered			

- 17% are unskilled				
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[491 words]

4.4 Alignment with the local and national context

See technical note Table 1 for further guidance.

4.4a Explain how your bid aligns to and supports relevant local strategies (such as Local Plans, local economic strategies or Local Transport Plans) and local objectives for investment, improving infrastructure and levelling up. (Limit 500 words)

The **Leicester Transport Plan** published on 18th June includes a “Transformed rail station” as one of the top three transport priorities for the city. It states: “Transformation of the railway station would form part of a major area-based regeneration scheme including new office and related development. Together these schemes would make a substantial impact on the city economy and also create an exciting new gateway into the city.”

The Leicester & Leicestershire LEP **Strategic Economic Plan** (2014-2020) sets out key priorities to be addressed: “poor quality public realm and derelict sites requiring land assembly and infrastructure; inadequate transport infrastructure causing congestion and resulting in increased business costs.”

The City of Leicester **Local Plan** currently out for consultation allocates the station area for regeneration, including for office development:

“The Council’s vision and proposals for Leicester Rail Station set out in the Central Development Area chapter of this plan, are focussed on delivery of a major transformation scheme, not only for the rail station itself, but also land around it. This will provide the key catalyst to improve the station as an effective and attractive regional transport interchange. It will also help to address the severe shortage of high quality office space in the city, which will have a substantial impact on the potential productivity gains that could be derived from inward investment.”

The **Chamber of Commerce Manifesto** sites investment in transport infrastructure as a key priority to support levelling up, and the **Leicester City Mayor’s Economic Growth Strategy** under development includes the station area as a priority for regeneration.

Midlands Connect’s 2017 Strategy sets out the key corridors for development in order to support business to business travel, including the Birmingham – Leicester and Coventry – Leicester corridors as part of the Midlands Rail Hub and Midlands Engine Rail initiatives. The introduction of fast city centre to city centre rail services is key for enhancing productivity and jobs growth. This focus on Leicester emphasises how the station also needs to function as a high-quality gateway and destination, with good jobs created around it.

The **Leicester Area Strategic Advice** produced by Network Rail in 2020 recommends a series of capacity investments in the Leicester area in order to support the Midlands Connect services and others, and includes a section on the Station Masterplan as an important interfacing project, stating “there may be opportunities for synergies, cost savings and a creating better experience for passengers if all projects can be aligned.”

The concept for the Leicester Station Gateway scheme has been developed to respond to the **Tomorrow’s Living Station** strategy developed by Network Rail and Arup. In particular: “In an age where the boundaries between work and play are blurred, stations have to cater for a more agile life / work environment. They can play a critical role in enhancing people’s productivity.....They do and increasingly will appreciate a high-quality environment.”

[475 words]

4.4b Explain how the bid aligns to and supports the UK Government policy objectives, legal and statutory commitments, such as delivering Net Zero carbon emissions and improving air quality. Bids for transport projects in particular should clearly explain their carbon benefits. (Limit 250 words)

The scheme supports the UK Government’s policy objective of achieving net zero carbon emissions by 2050 through:

- Encouraging modal shift from road to rail
- Supporting people working close to public transport hub
- Supporting integration with onward travel by active travel means, including through better cycle storage provision in the Porte Cochere. The new entrance will face the city centre directly with line of site for passengers from the booking hall down Granby Street towards the centre. This will encourage onward travel by foot. The new entrance will look directly through to bus stands on the adjacent Fox Street supporting onward travel by bus.

The economic appraisal for the scheme values the Marginal External Cost of Congestion at £8.16m (discounted). This is a monetised estimate of the benefits of reduced congestion. We have calculated that through modal shift the scheme will save 8.9m Kg of CO₂e over the appraisal period.

The scheme also:

- Supports improvements in local air quality. It does this by improves public realm and pedestrian spaces around the station, and by removing polluting taxis and cars from the Porte Cochere.
- Will be designed to maximise environmental benefit through the use of natural light in the booking hall, LED lighting and a reduction in heat escape through enclosing the Porte Cochere.

[211 words]

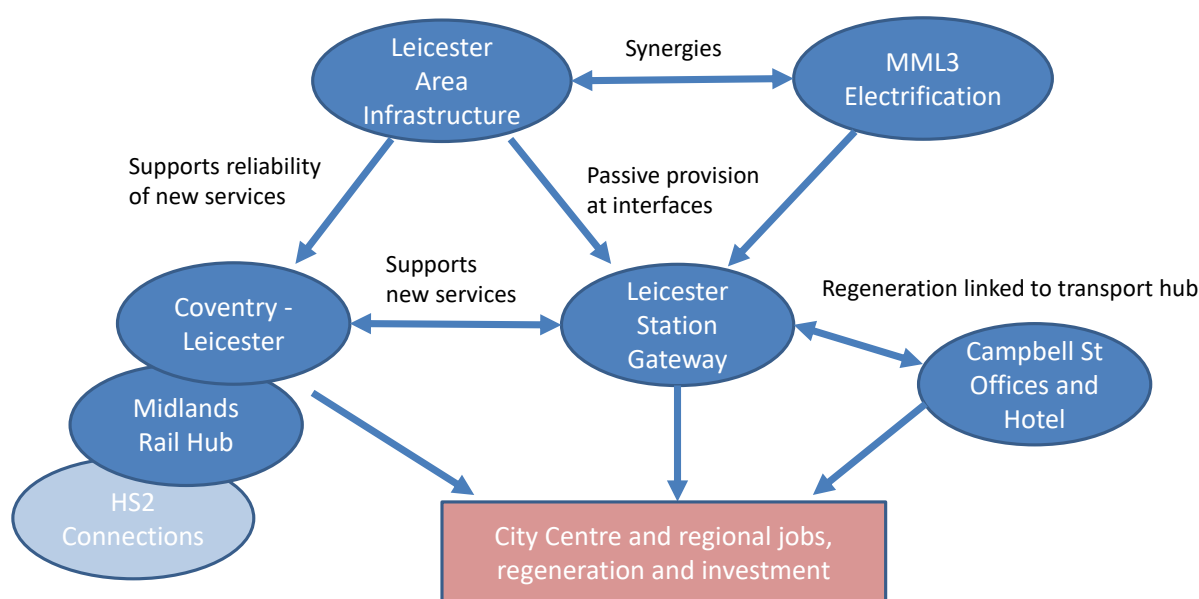
4.4c Where applicable explain how the bid complements / or aligns to and supports other investments from different funding streams. (Limit 250 words)

The scheme supports proposed Government rail investments through upgrading passenger facilities, widening the gate-line to provide more capacity for passenger throughput, and making the station a high-quality gateway to the city. These proposed investments include:

- Midlands Rail Hub, co-sponsored by DfT and Midlands Connect. A key output will be two additional train services per hour between Birmingham and Leicester
- Midlands Connect’s proposal for two train services per hour between Coventry and Leicester
- Electrification through Leicester (MML3)
- Work by Network Rail on a scheme for enhanced track and platform capacity through the Leicester area. (We make passive provision for an access route to a potential additional platform).
- The proposed “HS2 shuttle” services from Leicester to East Midlands Hub, should the Eastern Leg of HS2 proceed as planned.

The role of this scheme in supporting these wider industry plans is one reason for the strong industry support shown in the letters at Appendix E.

The relationships are shown below.



The scheme also complements Transforming Cities Fund investment in cycle lanes along London Road past the station and £1.9m of “Getting Building Fund” investment in 2021 to pedestrianise the end of Granby Street (the road that links the station with the city centre) and St. George Street to connect the station to strategic development allocations.

[248 words]

4.4d Please explain how the bid aligns to and supports the Government’s expectation that all local road projects will deliver or improve cycling and walking infrastructure and include bus priority measures (unless it can be shown that there is little or no

need to do so). Cycling elements of proposals should follow the Government’s cycling design guidance which sets out the standards required. (Limit 250 words)

This is not a highways scheme. The only highways element in the scope are the alterations to Station Road, which sits alongside the station buildings. This road will be altered to become one way. It will become accessible only from the station car park through an Automatic Number Plate Recognition (ANPR) barrier. The barrier will only allow taxis through, so that they can access the new taxi rank alongside the new station entrance, replacing the taxi rank that is currently in the Porte Cochere.

The scheme will improve cycling and walking infrastructure through:

- Quicker pedestrian access from the station platforms, through the refurbished booking hall and new station entrance with a direct line of site down Granby Street towards the city centre.
- New public realm on Station Road (see visualisation in 3b above)
- Better provision for cycles. The cycle racks are currently in the station basement, accessible only from the rear entrance from the station car park. This acts as a disincentive for passengers to leave their cycles when using the train, and this can be seen by regular “illegal” parking of cycles around the station area. Our plan for the Porte Cochere will include a new high-quality cycle storage facility, which will be more visible and secure.

[208 words]

PART 5 VALUE FOR MONEY

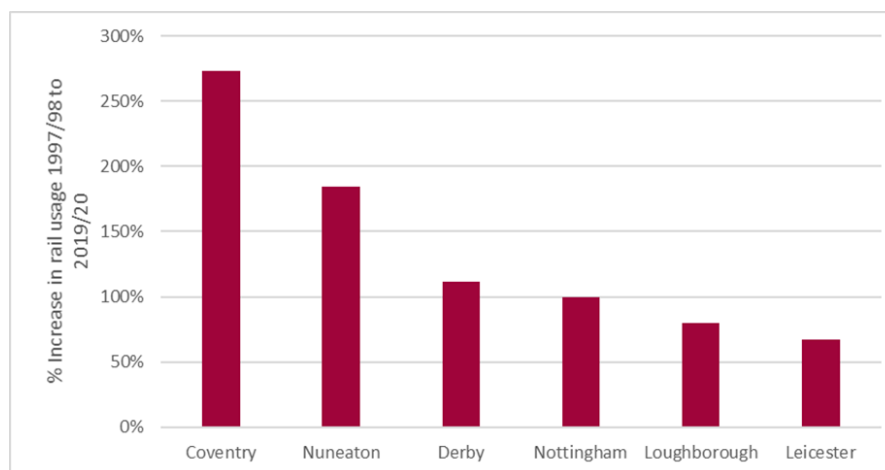
5.1 Appropriateness of data sources and evidence

See technical note Annex B and Table 1 for further guidance.

All costs and benefits must be compliant or in line with [HMT's Green Book](#), [DfT Transport Analysis Guidance](#) and [MHCLG Appraisal Guidance](#).

5.1a Please use up to date evidence to demonstrate the scale and significance of local problems and issues. (Limit 250 words)

Office of Road and Rail (ORR) Station Usage data shows that although usage of Leicester station increased by 67% between 1997/98 to 2019/20, when compared against the increase for similar stations, growth appears more modest. Whilst other factors contribute to this, the poor quality and limited capacity of the existing facilities are considered to be a significant contributory factor.



The limited size of the current concourse means that no waiting facilities are provided, and it therefore acts as a corridor rather than a waiting area. The size and location of entrance/exits also means that the station has poor legibility for users, making access and egress complex whilst not providing any sense of direction towards the city.

The cramped layout presents a capacity limit on the ticket gates which are located on the station footbridge. Currently only six ticket gates are provided which represents a limit on capacity as well as acting to suppress future demand. Pre COVID-19 modelling work suggested up to 12 ticket gates are required. Even when accounting for forecast reductions in demand resulting from the COVID-19 pandemic, the ticket gates still require increased capacity.

Almost half of the Leicester population live in the most deprived 20% of areas nationally. The poor transport connectivity contributes to the city's low prosperity. The station itself is remote from the city and with its poor quality, outlined above, acts as a barrier to growth. It does not act as a sufficient gateway to the city nor as an enabler of increased prosperity.

[250 words]

5.1b Bids should demonstrate the quality assurance of data analysis and evidence for explaining the scale and significance of local problems and issues. Please demonstrate how any data, surveys and evidence is robust, up to date and unbiased. (Limit 500 words)

Base demand data was provided by East Midlands Railway (EMR). EMR provided LENNON data for trips and revenue for all origins and destinations to / from Leicester by ticket type. LENNON data was used in preference to MOIRA as it provides greater granularity around ticket types, revenues, and origin and destinations than data contained within MOIRA, ensuring a greater level of accuracy and robustness within the modelling. Data was supplied for the year to September 2019 which has avoided any issues around the COVID-19 pandemic the long-term impact of which is incorporated in the modelling work.

The total trips given in the EMR data (5.15m) was lower than the 2019/20 ORR station usage data for Leicester. Therefore, the EMR data was used to calculate the trip distribution and then was inflated to 5.32m total passengers to align with ORR data, ensuring the modelling was based upon up to date passenger demand values.

To account for the impact upon rail demand of the COVID-19 pandemic, post COVID demand forecasts published by the DfT were applied to the base demand (derived from LENNON and ORR) to create a post COVID base to be used in the core scenario. More detail regarding the use of these forecasts is provided in question 5.2b.

To determine the extent of the impact of the existing gateline provision upon suppressing current and future demand, survey data collected by Leicester City Council was utilised. Pedestrian and cycle count surveys were undertaken for all station entrances between 7am and 7pm between Tuesday 10th September and Thursday 12th September 2019, with the data provided in 15 minute time segments. This data was used to calculate the total arrivals and departures to the station in each hour. The arrival profile by train at the station was estimated based on the timetable pattern which allowed estimation of peaks at the ticket gates to be made. These were split across the two footbridges at the station using data from a passenger interview survey conducted by Leicester City Council in parallel to the counts that were undertaken. Those arriving by car were assumed to use the footbridge at the north end of the station whilst those using other modes were assumed to use the main footbridge. These demand values fed into ticket gate calculations undertaken in accordance with *Network Rail Station Capacity Assessment Guidance* to determine the number of ticket gates required at the station, forecast twenty years ahead based on the number of arriving and departing passengers based on PDFH background growth guidance.

More detail regarding both the ticket gate calculations and determination of suppressed demand is provided in Questions 5.2b and 5.4a.

[440 words]

5.1c Please demonstrate that data and evidence chosen is appropriate to the area of influence of the interventions. (Limit 250 words)

LENNON data provided by East Midlands Railway formed the base demand included in the modelling. The LENNON database captures daily data on ticket sales across the country, making it the most comprehensive coverage of the rail industry available. This comprehensive coverage provided detailed ticket sale data specifically for Leicester allowing for the calculation of an accurate trip distribution.

The pedestrian and cycle count surveys, as well as the passenger interview surveys, were collected specifically at Leicester station making them readily applicable to the area of influence of the intervention.

The best available data has been used to assess the impact of the proposed scheme. This data is robust and provides adequate coverage for the area of

influence of the intervention and meets the data requirements for the assessments undertaken.

All of the data was obtained in the period immediately before COVID-19 impacted on transport demand. This means that with suitable adjustments it is possible to use the data to pivot from the pre COVID-19 scenario to the post COVID-19 scenario without the short term impact of the pandemic impacting on data quality.

[182 words]

5.2 Effectiveness of proposal in addressing problems

5.2a Please provide analysis and evidence to demonstrate how the proposal will address existing or anticipated future problems. Quantifiable impacts should usually be forecasted using a suitable model. (Limit 500 words)

A detailed review of benefits can be found in Appendix G.

The population of Leicester is set to grow by 13% by 2036. The pressure on the station will only be increased by Midlands Connect's proposed additional services.

The proposal to upgrade and enhance Leicester station will address a number of limitations with the current station, specifically around:

- The capacity of the station gate line
- The quality of the facilities and environment provided at the station
- Linkages to the city

This section provides a summary of the approach taken to quantifiable impacts; further detail can be found in Appendix G Technical Appraisal Report.

The Gate-Line

The current gate-line at the station is located on the approach to the footbridge and is limited to only six barriers. This represents a limitation on capacity both with current and future levels of demand. The only viable approach to extend the gate-line is to bring it forward into the current concourse area.

Analysis of the capacity of the current and proposed gate-line was undertaken using Network Rail Station Capacity Planning Guidance which sets out the approach to calculating the number of gates required. A spreadsheet model was developed to operationalise this guidance which demonstrated that in both pre and post COVID-19 demand scenarios expansion of the gate-line was required. In a post COVID-19 medium demand scenario eight gate-lines would be required from 2022. Based on the capacity analysis of the gate-line it was possible to estimate journey time savings from reduced queuing and crowding.

Quality of Facilities

The current facilities provided in the concourse area at Leicester are limited for a station of its demand. This is driven by the limited size of the existing concourse and the way in which it has developed over time. The scheme would deliver an

enhanced passenger offer by making better use of the existing space and providing additional facilities within the Porte Cochere. The approach taken to measure the impact was to consider changes in rail demand based on improvements in station facilities contained within the RDG Passenger Demand Forecasting Handbook. A spreadsheet model was used to operationalise this guidance, which suggested a 1.24% increase in demand across business / leisure passengers, and a 0.42% increase in demand across commuting passengers.

Linkages to the City

The proposed scheme includes the demolition of the adjacent “Parcel Yard” building. This will open-up a new area of public realm and allow the construction of a new gateway entrance facing London Road and Granby Street providing a more attractive and legible link between station and city. Assessment of the benefits of this new entrance have been estimated through the calculation of the reduction in journey times as a result of the more direct approach to the station, but is also incorporated into the estimation of benefits associated with the quality of station facilities due to the impact it will have on the concourse area.

[483 words]

5.2b Please describe the robustness of the forecast assumptions, methodology and model outputs. Key factors to be covered include the quality of the analysis or model (in terms of its accuracy and functionality) (Limit 500 words)

We have designed our forecasting methods to provide as robust an estimate of future benefits as possible. More detail can be found in Appendix G Technical Appraisal Report.

To ensure robustness in the model outputs, various factors were incorporated into the methodology:

- Demand lags applied to the first four years of demand in line with PDFH guidance
- Background growth rates based on both Leicester origin trips, and Leicester destination trips were calculated (following PDFH guidance) and for each origin-destination pair an average of the origin and destination trip rate was applied. For London trips, only the Leicester origin trip rate was applied to avoid overestimating the growth in rail trips
- An additional scenario developed which accounted for service enhancements at the station in 2030 and 2033. As these enhancements are currently non committed, their impact was modelled as a sensitivity test only rather than being included within the core scenario

In addition to the factors described above, to further ensure accurate demand assumptions, the impact upon rail demand of the COVID-19 pandemic was included in the forecasting. The DfT published the following predictions:

- Low demand: By 2025 demand will return to 68% of pre-COVID levels
- Medium demand: By 2024 demand will return to 83% of pre-COVID levels

These were used to calculate and apply unique forecasts at individual flow level (using TAG databook flow categories) to account for the varying impact upon demand by journey sector.

The forecasted demand uplift resulting from station quality improvements was calculated following guidance in PDFH Chapter B8 Station Facilities. Table B8.1 *Recommended Demand Uplifts for Station Quality Improvements* gives percentage uplifts for different flow types for various station quality attributes. A proportion of the uplift percentage for the following attributes was taken:

- Some litter in station -> no litter
- Vending machine(s) -> small shop
- Wind shelters in some places, providing some protection -> waiting room, providing all round protection

Whilst the attributes listed above do not directly relate to the proposed scheme, they have been considered to be suitable proxies for demand uplift as a result of the station scheme. However, as the uplift percentages were generally given on a scale of no or low provision (e.g. 'No CCTV') to high provision ('CCTV in station and surrounding area'), only a percentage of the total uplift value was claimed. For example, for retail facilities only 33% of the uplift factor was claimed as there are already retail outlets at the station but there will be improvements to the provision because of the scheme.

To forecast the level of suppressed demand at the station due to current ticket gate provision, *Network Rail Station Capacity Assessment Guidance* was followed. To ensure robust forecasts, the calculations to determine the number of ticket gates required were based upon figures of the peak level of usage. To ensure further accuracy, once an average wait per passenger across the whole day was calculated, it was then corrected to account for less busy weekend use.

[490 words]

5.3 Economic costs of proposal

5.3a Please explain the economic costs of the bid. Costs should be consistent with the costs in the financial case, but adjusted for the economic case. This should include but not be limited to providing evidence of costs having been adjusted to an appropriate base year and that inflation has been included or taken into account. In addition, please provide detail that cost risks and uncertainty have been considered and adequately quantified. Optimism bias must also be included in the cost estimates in the economic case. (Limit 500 words)

The economic costs of the bid are as follows:

Capital Cost

The approach to estimating the cost of the scheme followed guidance set out in DfT TAG Unit 5-3 Rail Appraisal.

The Anticipated Final Cost of the scheme is **£22,643,661** as shown in Appendix K. For the economic appraisal, risk and inflation were removed from the estimate to give **£14,352,738**. This initial cost was then converted to market prices using a factor of 1.19, taking the cost to **£17,079,758**. Optimism bias of 64% was then applied, taking the economic cost to **£28,010,803**. The cost estimate was then deflated to 2010 prices in accordance with TAG guidance, taking the total to **£23,111,761**, before then being discounted using the discount rates given in TAG table A1.1.1. Following these adjustments, the final capital cost estimate for the appraisal is **£14,777,756**.

Base Cost Estimate	£14,352,738
Converted to Market Price	£17,079,758
Optimism Bias Applied	£28,010,803
Deflated	£23,111,761
Discounted	£14,777,756

A sensitivity test has been conducted that increases the capital cost estimate by 20% in order to forecast the impact of cost risks and uncertainty upon the overall scheme Value for Money. This increases the discounted capital cost to **£17,733,307**.

Operating Cost

Estimates of annual additional operating costs that would be accrued following the station refurbishment scheme were developed and were verified by East Midlands Railway. The costs were as follows and can be found at Appendix M:

- Additional Non-Staff Costs = £148,691
- Additional Staff Costs = £106,000
- Network Rail Charges = £176,782

This produced an annual total of **£431,473** in additional operating costs. Operating costs were inflated using RPI over the 60-year life of the appraisal, before being deflated to the DfT base year of 2010 and then discounted using the discount rates given in TAG table A1.1.1. Optimism bias of 41% was then applied in line with guidance in TAG Unit A5-3. The following table outlines the operating cost following each adjustment as a total over the 60-year appraisal period. The final additional operating cost estimate for the scheme was **£10,549,044**.

Original Estimate	£25,888,830
Inflated	£83,639,673
Deflated	£29,359,962
Discounted	£7,481,591
Optimism Bias Applied	£10,549,044

Both the capital cost and the operating cost estimates were combined to create a total cost estimate of the scheme of **£25,326,800**.

[372 words]

5.4 Analysis of monetised costs and benefits

5.4a Please describe how the economic benefits have been estimated. These must be categorised according to different impact. Depending on the nature of intervention, there could be land value uplift, air quality benefits, reduce journey times, support economic growth, support employment, or reduce carbon emissions. (Limit 750 words)

Economic benefits associated with investment in Leicester station was considered in two forms, positive improvements in demand at the station and benefits to new users arising from improvements to the quality of the station, and the impact of releasing suppressed demand. The benefits are therefore mixture of revenue, mode shift and journey time reduction benefits.

As described in Question 5.2b, the uplift in demand resulting from station quality improvements was calculated following guidance in PDFH Chapter B8 Station Facilities, by taking a percentage of the total uplift value for the specified attributes. For business and leisure trips, a total demand uplift of 1.24% was calculated, and 0.42% for commute trips. These uplifts were applied to both the base and sensitivity test forecasts.

The calculation of demand increases relating to the release of suppressed demand at the ticket gates was calculated in a number of steps.

First a percentage of passengers currently required to wait at the ticket gates in each year during the peak 15 minutes was calculated based on the number of gates required and the current provision at the station. From this, the average wait time per passenger was calculated by determining the number of minutes required to clear all passengers (based on Network Rail Station Capacity Assessment Guidance) and taking the mid-point. The percentage of passengers waiting and the average time a passenger would need to wait was proportioned across all hours based upon passenger arrival and departure surveys undertaken by Leicester City Council. An average wait per passenger across the whole day was then calculated and corrected for less busy weekend use, before being added to the Generalised Journey Times (GJT). The GJTs with and without the additional wait were used within the demand equation to determine the percentage of passengers suppressed each year by destination and ticket type.

The demand calculations were used to calculate the following benefits. Where required, all benefits were converted to market prices using a factor of 1.19. All appraisal values were discounted using the discount rates given in TAG table A1.1.1.

Marginal External Cost (MEC)

MEC impacts were calculated based upon both the station refurbishment and release of suppressed demand elements of the scheme. To calculate the MEC impact, diversion factors from car to rail were acquired from TAG Table A5.4.5 and each origin-destination (OD) pair assigned one of the categories, for example a trip from Leicester to Sheffield was categorised as 'Non-London Inter-Urban' with a

diversion factor of 30%. Rail distances which had been calculated for the GJT analysis were used as a proxy for car distances to determine the total distance abstracted from car each year.

MEC values were acquired from TAG Table A5.4.4 'Marginal external costs by region and time of day' up to 2035. For each OD pair, an average MEC for the origin and destination region was applied to the total abstracted distance.

Additional Rail Revenue

To calculate additional rail revenue resulting from the station refurbishment, LENNON data provided by East Midlands Railway included revenue in addition to trips, meaning it was possible to calculate an average revenue for each OD pair and ticket type. This average revenue was combined with the uplifted passengers to calculate the total additional revenue as a result of the scheme. The revenue forecasts were inflated using values from TAG table A5.3.1 and then rebased to 2010 using GDP deflator values.

To calculate rail revenue from additional passengers using Leicester station who previously would have been suppressed under the current ticket gate provision, the suppressed passengers were split across the flows using the Leicester trip distribution and then average revenues applied. As above, revenue was inflated, and the GDP deflator was applied.

As central government now takes the revenue risk on rail services, it was assumed that revenue transferred to DfT rather than accruing to the operator.

Value of Time

The value of time benefits as a result of the additional ticket gates were calculated using the forecast average additional wait times per passenger. Forecast market price values of time were applied from TAG table A1.3.2, these were weighted based on the purpose split for each flow. Base passengers received 100% of the value of time benefit whilst new users received half of the benefit. A similar approach was applied to the calculation of journey time reductions from the more direct walking route through the station.

[726 words]

5.4b Please complete Tab A and B on the **appended excel spreadsheet** to demonstrate your:

Tab A - Discounted total costs by funding source (£m)

Tab B – Discounted benefits by category (£m)

The excel spreadsheet can be found at Appendix H Application Form Tables.

5.5 Value for money of proposal

5.5a Please provide a summary of the overall Value for Money of the proposal. This should include reporting of Benefit Cost Ratios. If a Benefit Cost Ratio (BCR) has been estimated there should be a clear explanation of how this is estimated ie a methodology note. Benefit Cost Ratios should be calculated in a way that is consistent with [HMT's Green Book](#). For non-transport bids it should be consistent with [MHCLG's appraisal guidance](#). For bids requesting funding for transport projects this should be consistent with [DfT Transport Analysis Guidance](#). (Limit 500 words)

The overall Value for Money of the scheme is presented in the form of a Benefit-Cost Ratio (BCR). The BCR was calculated through determining the Present Value of Benefits (PVB) of the scheme and the Present Value of Costs (PVC). The following elements were combined to calculate the PVB and the PVC:

Present Value of Benefits

- Marginal External Costs – Benefits that accrue because of demand abstraction from car to rail
- Value of Time Benefits – Value of time savings for commute, business, and other trips because of both the increased capacity of the ticket gate and of the new station entrance

All benefits were inflated using values from TAG Table A5.3.1, then deflated to 2010 prices using GDP deflator values from the TAG databook. All benefits included were discounted over a 60-year period from scheme opening (2024-2083).

Demand lags were applied to the first four years of demand, and as such the resulting benefits, in line with Passenger Demand Forecasting Handbook guidance.

Present Value of Costs

- Capital Cost – Cost of the station refurbishment scheme
- Operating Cost – Additional station operating costs as a result of the scheme
- Rail Revenue – The additional rail revenue generated from the station refurbishment and the release of suppressed demand through an increase in ticket gate capacity was deducted from the PVC. It was treated as a negative cost in line with TAG guidance which requires all franchise revenues generated after the completion of the existing franchise to accrue to central government.

In line with the appraisal of the benefits, both the capital and operating costs were converted to market prices using a factor of 1.19. In accordance with TAG Guidance, two different rates of optimism bias were applied which are shown in the table below.

Description	Rate	Source	Application
-------------	------	--------	-------------

Building projects – stations and terminal buildings	61%	TAG Unit A1.2	Capital costs
Operational expenditure	41%	TAG Unit A5.3	Operating costs

Operating costs were inflated using RPI over the 60 year life of the appraisal. All costs were deflated to the DfT base year of 2010 and then discounted.

All the elements described above were combined to create a PVB and PVC. The PVB was then divided by the PVC to calculate the BCR of the scheme.

Appraisal Summary

The BCR for this scheme is **8.97**, with a Value for Money category of **Very High**. The table summarises the appraisal position.

Present Value of Benefits	£13.11m
Present Value of Costs	£1.46m
Net Present Value	£11.65m
Benefit Cost Ratio	8.97

The BCR is based on the medium scenario post-COVID DfT demand forecasts and no future service enhancements. It is worth re-emphasising that, in line with TAG A5.3, surplus revenue has been treated as accruing to central government, and therefore as a negative cost. This means that the PVC is very sensitive to changes in revenue: in this case the PVC has become very low resulting in a high BCR.

[479 words]

5.5b Please describe what other non-monetised impacts the bid will have, and provide a summary of how these have been assessed. (Limit 250 words)

The scheme will have range of impacts which have not been monetised.

The conversion of the Porte Cochere will address a localised air quality issue arising from the taxis waiting in the enclosed taxi rank and drop off area. Movement of the taxi rank to Station St will allow NOx and particulates to be distributed with a reduced impact on users.

The improved capacity of the gate line will improve journey reliability for users by providing greater certainty over the time taken to access platforms. This is partially but not fully reflected in the quantification of time savings associated with the gate line renewal.

The scheme will also promote economic growth in the city with a more attractive gateway encouraging greater foot fall from visitors and provide the preconditions for investment by businesses in the city. Marginal reductions in generalised cost

achieved through the improved operation of the station will support increased level of agglomeration. We have chosen not to quantify this at this point, as although agglomeration impacts will still exist after the pandemic, the scale of them will inevitably have changed.

Specifically, the scheme will support the delivery of the Campbell Street development, leading to 1,000 additional jobs. The GVA impact of the scheme has not been assessed.

Finally, the scheme will introduce additional retail floorspace (potentially generating additional station revenue). This has not been monetised in the appraisal due to COVID-19 uncertainties.

[235 words]

5.5c Please provide a summary assessment of risks and uncertainties that could affect the overall Value for Money of the bid. (Limit 250 words)

A series of sensitivity tests have been modelled to account for the risks and uncertainties that could affect the overall Value for Money of the bid. These sensitivity tests are based on different combinations of service enhancements and forecast passenger demand.

The core scenario upon which this application is based involves the medium demand post COVID-19 estimates, with no services enhancements. The following sensitivity tests were then modelled:

- Sensitivity test assuming demand recovers in line with the department for Transport’s low COVID recovery forecasts (68% of previous levels by 2024 / 25).
- Sensitivity test assuming 20% increase in capital costs
- Sensitivity test assuming 2030 and 2033 service improvements go ahead.

The table below summarises the results of the sensitivity tests.

	Core	COVID Low demand	+20% capex	Service improvements
PVB	£13.11	£10.63	£13.11	£15.65
PVC	£1.46	£6.19	£4.42	-£0.79
NPV	£11.65	£4.43	£8.69	£16.41
BCR	8.97	1.72	2.97	N/A

The table above indicates that the BCR is particularly sensitive to the COVID recovery scenario with the scheme predicted to generate medium value for money in the low COVID recovery scenario. If the capital costs were to increase by 20% the scheme would be predicted to generate high value for money. Finally, if service improvements in 2030 and 2033 were included in the calculations then the scheme is predicted to be cash positive.

[221 words]

5.5d For transport bids, we would expect the [Appraisal Summary Table](#), to be completed to enable a full range of transport impacts to be considered. Other material supporting the assessment of the scheme described in this section should be appended to your bid.

The following material is included as appendices:

Appendix F – Option Assessment Report

Appendix G – Technical Appraisal Report

Appendix I – Appraisal Summary Table

PART 6 DELIVERABILITY

6.1 Financial

See technical note Table 1 for further guidance.

6.1a Please summarise below your financial ask of the LUF, and what if any local and third party contributions have been secured (please note that a minimum local (public or private sector) contribution of 10% of the bid costs is encouraged). Please also note that a contribution will be expected from private sector stakeholders, such as developers, if they stand to benefit from a specific bid (Limit 250 words)

The anticipated final cost of the scheme is estimated at **£22,643,661** as shown in Appendix K.

Of this, Leicester City Council has committed **£5,000,000** of its own resources as match funding, representing **22.1%** of the scheme cost. This is confirmed in the letter at Appendix L.

Therefore, the balance of **£17,643,661** is requested from the LUF.

[56 words]

6.1b Please also complete Tabs C and D in the **appended excel spreadsheet**, setting out details of the costs and spend profile at the project and bid level in the format requested within the excel sheet. The funding detail should be as accurate as possible as it will form the basis for funding agreements. Please note that we would expect all funding provided from the Fund to be spent by 31 March 2024, and, exceptionally, into 2024-25 for larger schemes.

The spend profile is included in Tabs C and D of the appended excel spreadsheet at Appendix H. The profile is summarised in the table below.

Year to 31 st March	2021/22	2022/23	2023/24
UKG Funding Sought	£882,183	£10,586,197	£6,175,281
Leicester City Council	£500,000	£3,000,000	£1,500,000
Total	£1,382,183	£13,586,197	£7,675,281

6.1c Please confirm if the bid will be part funded through other third-party funding (public or private sector). If so, please include evidence (i.e. letters, contractual commitments) to show how any third-party contributions are being secured, the level of commitment and when they will become available. The UKG may accept the

Yes

Leicester City Council's funding contribution is described in 6.1a above.

<p>provision of land from third parties as part of the local contribution towards scheme costs. Where relevant, bidders should provide evidence in the form of an attached letter from an <u>independent</u> valuer to verify the true market value of the land.</p>	
<p>6.1d Please explain what if any funding gaps there are, or what further work needs to be done to secure third party funding contributions. (Limit 250 words)</p>	
<p>Leicester City Council has committed £5,000,000 as match funding for the scheme from its own resources, representing 22.1% of the scheme cost of £22,643,661. A letter confirming the availability of match funding is included at Appendix L. Therefore, there are no funding gaps and no further work is needed to secure funding contributions.</p> <p>[53 words]</p>	
<p>6.1e Please list any other funding applications you have made for this scheme or variants thereof and the outcome of these applications, including any reasons for rejection. (Limit 250 words)</p>	
<p>The Station Masterplan, of which this bid forms a part, was developed during 2019 and approved by the Station Board in October 2019. A variant of the scheme was submitted in November 2019 under the Transforming Cities Fund (TCF) bidding process.</p> <p>The TCF bid was for a different scope. Specifically, it included a Multi-Storey Car Park on the station car park in order to provide capacity for growth and to release land for commercial office development. The bid was unsuccessful, and although no formal letter explaining the reasons for rejection was received, we understand informally that the key reason was that other schemes aligned better with the objectives of the TCF.</p> <p>[111 words]</p>	
<p>6.1f Please provide information on margins and contingencies that have been allowed for and the rationale behind them. (Limit 250 words)</p>	
<p>All works will be carried in areas above or away from the operational platforms, reducing the levels of risk and contingency required. However, the station building is listed and no works have been undertaken for many years, so contemporary survey data is currently unavailable.</p> <p>Therefore, Network Rail guidance for a project at this level of maturity has been used and a contingency sum/risk allowance of 60% has been included in the cost estimate. Furthermore, surveys will be undertaken prior to award of funding to enable unquantified risks to be mitigated and for the design to be able to progress asap.</p>	

In addition to the risk allowance, specific costs have been included in the estimate for areas where work has been identified but for which the scope is limited: relocation of the telecommunications equipment, provision of fire escape, relocation of back-office equipment and re-routing of services above the suspended ceiling.

The cost values in the estimate are based on previous experience with similar projects. Where assumptions have been made around the type of the materials, such as surfacing in the concourse, caution has been applied and the pricing is slightly higher than for standard specification. As well as providing a general lump sum for Temporary Works, Temporary Works which will be required during the construction have also identified and priced.

[250 words]

6.1g Please set out below, what the main financial risks are and how they will be mitigated, including how cost overruns will be dealt with and shared between non-UKG funding partners. (you should cross refer to the Risk Register). (Limit 500 words)

The Risk Assessment review, as referenced in the Risk Register which can be found at Appendix N has identified 4 broad categories of high financial risk as follows:

- Exogenous Events-relating to a serious climate event, the failure of the adjacent office development to come forward and a prolongation of the impact of Covid 19 on passenger number and the general economy
- Ground and Building Condition-buried services, contamination, historic issues, drainage provision
- The impact of works on the operation of the station

In terms of exogenous events, mitigation measures relating to delay will be incorporated into contractor contracts whilst ensuring that there is an appropriate balance between risk mitigation and increased costs to the project.

The planned survey activity prior to and after funding award will reduce the risk associated with the existing ground conditions and the current condition of the building. Once the initial surveys are complete further QCRA will be undertaken to identify the scale of mitigation. Regular reviews of the register and QCRA's at key stages of the project will ensure that risks effectively managed.

Both EMR and Cross Country have been fully engaged in the development of the scheme as Board Members and this will continue throughout the delivery of the project. The appointment of a Project Interface Manager, (the previous Project Development Manager) has proved very successful with both stakeholder management and in reducing disruption from the delivery of the Coventry Station Masterplan and so this role will be provided for the scheme at Leicester.

With regard to Consents, a Memorandum of Understanding (MOU) has already been put in place between LCC and NR which will be supplemented with a Development

Agreement. A copy of the MOU can be found at Appendix K. On-going stakeholder liaison with regard to the other Consents detailed in the programme will ensure that this documentation is submitted and approved in line with the milestones.

The overall approach to contracting, for example, undertaking the design prior to award of the construction contract will afford some protection in terms of over-runs, as well as the general contract conditions.

In accordance with the Chief Finance Officer Declaration at 7.2, Leicester City Council confirms that it will underwrite cost overruns as the promoter of the project.

[403 words]

6.2 Commercial

See technical note Section 4 and Table 1 for further guidance.

6.2a Please summarise your commercial structure, risk allocation and procurement strategy which sets out the rationale for the strategy selected and other options considered and discounted. The procurement route should also be set out with an explanation as to why it is appropriate for a bid of the scale and nature submitted.

Please note - all procurements must be made in accordance with all relevant legal requirements. Applicants must describe their approach to ensuring full compliance in order to discharge their legal duties. (Limit 500 words)

The procurement mechanisms for all significant contracts required for the delivery of this scheme are detailed in Appendix J – Delivery Plan. It has been agreed that the best method for delivery is for LCC to act as Client and deliver the project as a Third-Party. The option to include the works in the NR Leicester Strategy work was ruled out due to the urgency of the need for the station to be upgraded and the direct interface with the City regeneration works.

SLC have been working for LCC under a specialist services contract providing project management support. The team will be the Clients representative in contractual relationships and will assist in the procurement of support from others. SLC will be appointed utilising the West Midlands Rail Executive Rail Advisor Framework.

As the owner of the asset, NR has a critical role in the works. A Development Agreement between LCC and NR details how the team will work together and allows for the procurement of Network Rail resources through a Basic Asset Protection Agreement (BAPA) and an Asset Protection Agreement (APA). In order to facilitate this a Memorandum of Understanding has been entered into with the NR to ensure that the process can be expedited when required. A copy of this letter is provided at Appendix O.

Following soft market engagement with contractors, the intended contracting structure is to procure design and construction under two separate agreements. This requires a Designer to work for the Client providing a complete detailed design

to hand over for construction. This method has distinct advantage to permit the Client more control of the scope of works. A Designer will be appointed through a Framework mechanism.

LCC have a robust procurement strategy for the contractors using its PAN 1068 Framework. This is the preferred option for the project as it enables a faster route to market, complies with relevant regulations and contains flexibility for contract selection for a range of JCT contracts. This framework was procured using public regulated procedures, cover the scope of the requirements of this project and provide flexibility for relevant contract form selection.

Two framework contractors hold a Principal Contractor Licence with NR and are familiar with working in the rail environment. Both have declared an interest in delivering the project under a Traditional contract arrangement. Due to timescales, it is necessary for the demolition to occur prior to completion of the outline design. A mini competition will be held to agree who the final contractor for demolition will be. A second mini competition will be run for the construction of the station.

If the LCC framework agreements are not used, the project would be required to procure the services under Public Procurement Regulations 2015. This will add at least one month to each procurement programme and is hence not the preferred route to market.

(473 words)

6.3 Management

See technical note Section 4 and Table 1 for further guidance

Delivery Plan: Places are asked to submit a delivery plan which demonstrates:

- Clear milestones, key dependencies and interfaces, resource requirements, task durations and contingency.
- An understanding of the roles and responsibilities, skills, capability, or capacity needed.
- Arrangements for managing any delivery partners and the plan for benefits realisation.
- Engagement of developers/ occupiers (where needed)
- The strategy for managing stakeholders and considering their interests and influences.
- Confirmation of any powers or consents needed, and statutory approvals eg Planning permission and details of information of ownership or agreements of land/ assets needed to deliver the bid with evidence
- Please also list any powers / consents etc needed/ obtained, details of date acquired, challenge period (if applicable) and date of expiry of powers and conditions attached to them.

6.3a Please summarise the delivery plan, with reference to the above (Limit 500 words)

A comprehensive delivery plan is provided at Appendix J. This details the work completed to date and the plan for the delivery of the scheme. The engineering details of the scheme are contained in Appendix B Concept Layout Report.

The Delivery Plan contains information around the team that will be supporting LCC in the next stages of the project. This includes LCC’s rail advisors, SLC Rail, Network Rail (NR) as the asset owner and East Midlands Railway (EMR) as the Station Facility Owner. All parties have worked closely together for the last 2 years to develop a plan that provides assured delivery of the scheme. For continuity core members of the team will transition the project into delivery, together with additional managers responsible for the oversight of contractors and the management of the interface with station operations and stakeholders. A Memorandum of Understanding has been put in place to provide guidance on how LCC and NR will operate once the scheme is funded. Details of how all teams will be procured are set out in the Delivery Plan but also detailed in section 6.2a.

The roles and responsibilities of the project team have been allocated based on the skills and expertise of the partners involved. The management of delivery partners is provided with an experienced rail project management team. This is shown in an organogram (Attachment of Appendix J) alongside the communication and management lines. A series of groups and review panels have been set up to allow effective communication and governance across the project. The Station Board head the project. This board has been in operation since 2019 includes all key stakeholders. All members are fully supportive of the scheme. Other meetings and panels are more specific and provide the opportunity for more detailed review of issues to be fed to the operational project wide steering group and filtered up the Board when appropriate. Client and Commercial and Programming reviews will be undertaken by LCC and SLC internally and report into the LCC internal governance.

A programme is provided as Attachment 3 of Appendix J. This has been used to inform the required funding profile in Table C of Appendix H. Additionally a dependency flow chart is included as Attachment 4 of the Appendix J. The programme shows the design to commence in December 2021 to provide a complete detailed design of the station and Porte Cochere works by November 2022. In the meantime, works will be undertaken on Station Street and the demolition work will be carried out following outline planning permission in May 2022. Construction will be phased to allow for the station to remain operational for the duration of the project. The works in the Porte Cochere will be undertaken in two phases with the second phase coinciding with the station concourse works. All works will be complete by March 2024.

The Delivery Plan includes details of how other stakeholders will be managed and lists the consents required for the delivery of the project.

(497 words]

<p>6.3b Has a delivery plan been appended to your bid?</p>	<p><input checked="" type="checkbox"/> Yes-Please see Appendix J</p> <p><input type="checkbox"/> No</p>
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<p>6.3c Can you demonstrate ability to begin delivery on the ground in 2021-22?</p>	<p><input checked="" type="checkbox"/> Yes-Please see Appendix P</p> <p><input type="checkbox"/> No</p>																								
<p>6.3e Risk Management: Places are asked to set out a detailed risk assessment which sets out (word limit 500 words not including the risk register):</p> <ul style="list-style-type: none"> • the barriers and level of risk to the delivery of your bid • appropriate and effective arrangements for managing and mitigating these risk • a clear understanding on roles / responsibilities for risk 																									
<p>As the promoter of the scheme, the risk associated with the development of the project rests with LCC. Award of Contractor contracts, as the project transitions in the next phase of development is a means of transferring risk and providing an incentive mechanism to manage the risk.</p> <p>By using pre-existing LCC framework contracts and separating the design and construction contracts, the Council are able to take advantage of a pre-agreed risk allocation mechanism within their frameworks. The early contractor engagement recently undertaken and the recognition of their market advice helps to give potential contractors a more detailed understanding of the scope, the risks associated with the scheme and how they might reduce them.</p> <p>As referenced in question 6.1g and detailed in the table below the 8 high risks identified at this stage of the project, which have been extracted from the Risk Register provided at Appendix N, with the notable exception of the long-term impact of Covid and franchise changes, have been mitigated and managed to be a low as is reasonably practical. The risks are as follows:</p>																									
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;"></th> <th style="width: 45%;">Description of the Risk</th> <th style="width: 50%;">Mitigation Measure</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Buried services</td> <td>Survey activity to be undertaken pre-award</td> </tr> <tr> <td style="text-align: center;">2</td> <td>Presence of hazardous materials</td> <td>Survey activity to be undertaken pre-award</td> </tr> <tr> <td style="text-align: center;">3</td> <td>Historic issues e.g. munitions</td> <td>Survey activity to be undertaken pre-award</td> </tr> <tr> <td style="text-align: center;">4</td> <td>Extreme weather conditions</td> <td>Programming to avoid seasonal impacts where possible</td> </tr> <tr> <td style="text-align: center;">5</td> <td>Use of cranes in proximity to the highway, station & train operations</td> <td>Application of safe systems of work</td> </tr> <tr> <td style="text-align: center;">6</td> <td>Franchise model changes</td> <td>On-going consultation with DfT</td> </tr> <tr> <td style="text-align: center;">7</td> <td>Long term impact of Covid</td> <td>Demand modelling used allows for low, medium and high impact scenarios</td> </tr> </tbody> </table>			Description of the Risk	Mitigation Measure	1	Buried services	Survey activity to be undertaken pre-award	2	Presence of hazardous materials	Survey activity to be undertaken pre-award	3	Historic issues e.g. munitions	Survey activity to be undertaken pre-award	4	Extreme weather conditions	Programming to avoid seasonal impacts where possible	5	Use of cranes in proximity to the highway, station & train operations	Application of safe systems of work	6	Franchise model changes	On-going consultation with DfT	7	Long term impact of Covid	Demand modelling used allows for low, medium and high impact scenarios
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The Council as promoter of the scheme, will be exposed to claims for disruption to the operation of the station under the Station Change process regardless of the procurement route and the potential costs of these claims have already been identified as part of the on-going engagement process with EMR and are detailed with section 6.3 of the Delivery Plan. However, the economic appraisal undertaken has shown that the additional revenue generated by the interventions will exceed the additional costs incurred, thus the risk of any additional LCC liabilities associated with Station Change is minimal.

Regular Risk Reviews and QCRA's at the end of each key stage of the project will also be put in place with the Project Team and the contractors and the Station Board will be responsible for ensuring that the risks are fully understood and managed.

[425 words]

6.3f Has a risk register been appended to your bid?

Yes-Please see Appendix N

No

6.3g Please evidence your track record and past experience of delivering schemes of a similar scale and type (Limit 250 words)

Leicester City Council has a strong record of delivering complex regeneration and transportation projects involving multiple stakeholders.

Recent directly comparable schemes include:

- The 2016, £14M successful redevelopment of the City's Haymarket bus station, delivered to programme and budget whilst continuing to function as a transportation hub; and,
- The £13.5M redevelopment of the St Margaret's Bus station – currently on-site and on programme and budget. This scheme is supported by the Government's Getting Building Fund; following a funding award in October 2020 the Council was able to mobilise to demolish the existing building in January 2021 and appoint a main contractor by May 2021 with construction works now underway. The project will complete by March 2023. The site continues to function as a major public transport interchange during this period with bus and coach operating companies and the travelling public all being successfully managed around a live construction site.

The Council also has significant experience of managing redevelopment of heritage buildings; a recent example is Friars Mill, a Grade II listed former textile mill dating from the late 1700's. The building was extensively damaged in a fire in 2012. By 2016 it had been restored and repurposed as a successful managed workspace facility for creative and knowledge businesses. The scheme attracted numerous industry awards for the quality of restoration.

[217 words]

6.3h Assurance: We will require Chief Financial Officer confirmation that adequate assurance systems are in place.

For larger transport projects (between £20m - £50m) please provide evidence of an integrated assurance and approval plan. This should include details around planned health checks or gateway reviews. (Limit 250 words)

In accordance with the Chief Finance Officer’s declaration at 7.2, the Council confirms that it has adequate assurance systems in place.

The City Mayor will have ultimate responsibility and accountability for the delivery of the project and for the realisation of benefits.

Responsibility for overseeing delivery of the project will be delegated to a Leicester City Council Station Board (LCCSB), which will be chaired by the Director of Planning, Development and Transportation, as the Senior Responsible Officer for the project, and attended by the Chief Finance Officer and the scheme Project Manager.

The LCCSB will meet every four weeks and will have before it a project progress report, the risk register, programme and financial report. Four weekly Client Commercial and Programming Reviews will be undertaken to inform these meetings.

At key gateway decision points the City Mayor will chair a Gateway Review to confirm that all items are in place to allow the scheme to move to the next stage. In line with the milestones shown in section 5.1 of the Delivery Plan (Appendix J) these are expected to be at least:

Gateway	Date
To approve start of outline design	December 2021
To approve start of detailed design	June 2022
To approve award of construction contractor	November 2022
Project completion	March 2024

[212 words]

6.4 Monitoring and Evaluation

See technical note Section 4 and Table 1 for further guidance.

6.4a Monitoring and Evaluation Plan: Please set out proportionate plans for M&E which should include (1000 word limit):

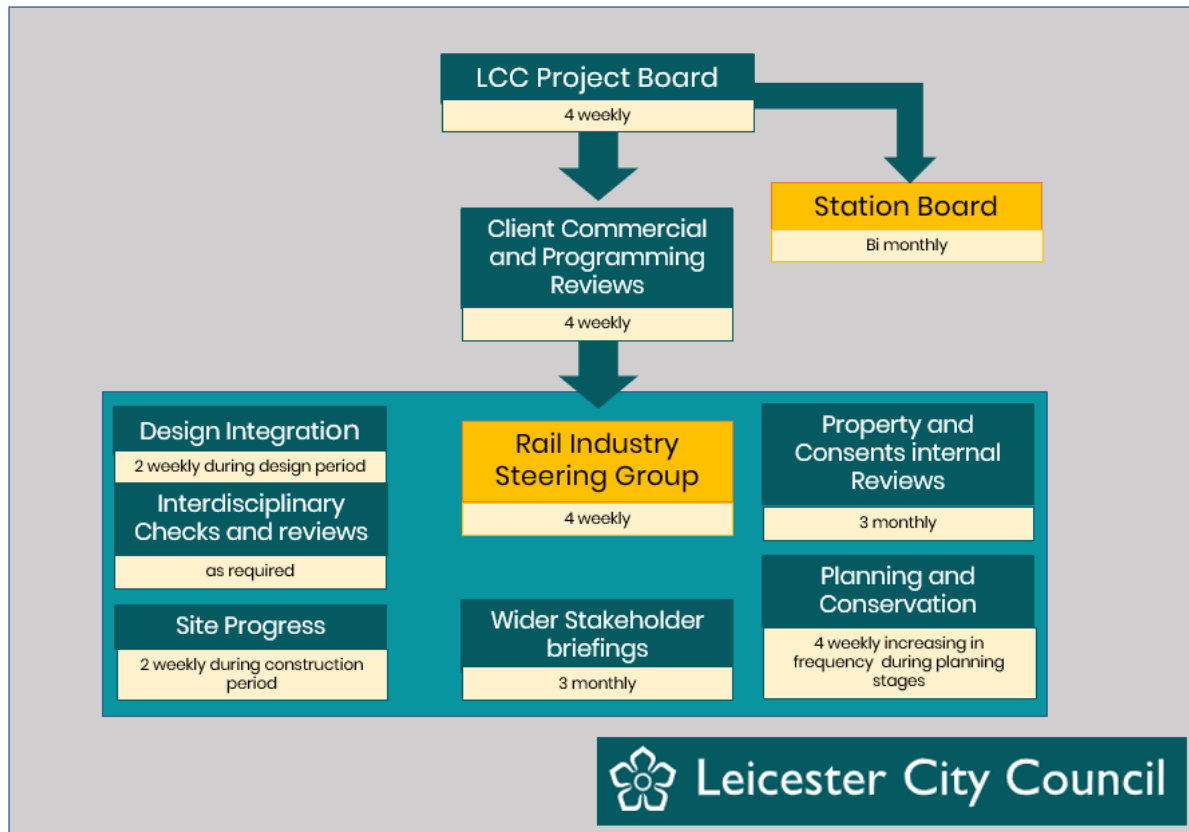
- Bid level M&E objectives and research questions
- Outline of bid level M&E approach
- Overview of key metrics for M&E (covering inputs, outputs, outcomes and impacts), informed by bid objectives and Theory of Change. Please complete Tabs E and F on the **appended excel spreadsheet**
- Resourcing and governance arrangements for bid level M&E

The objectives of the M&E approach on this project are to:

- Effectively monitor the delivery of the project to ensure that it meets the key cost, deliverables, regulatory and safety success criteria
- Ensure that the scheme once delivered achieves the outputs, outcomes and impacts set out in 4.3e
- Demonstrate to funders (UKG), Council residents and the rail industry parties that the scheme is achieving what was expected of it
- Learn lessons from this project for application in the future

During Delivery

The monitoring of project delivery will be undertaken using the Project Governance structure described in the Delivery Plan at Appendix J. This will be through the 4-weekly Leicester City Council Station Board as shown in the diagram below, and reported to the industry Station Board on a bi-monthly basis.



After Delivery

After the project has been completed, continued monitoring of key data and evaluation of its success against key measures, reflecting the outcomes and impacts, will be undertaken in accordance with the table below.

Measure	Baseline data	Future data	Frequency of data collection	Benefit Owner
Recovery of rail demand post COVID/realising demand forecasts for improved station	Pre COVID-19 LENNON data	LENNON data from re-construction of station with modelling of other impacts (such as train service changes) to isolate demand impact of station improvement.	Annually for five years	EMR
Station footfall (passengers and users of retail)	2019 LCC survey data	New count data at gateline and on approaches to station to estimate non rail footfall associated with scheme	Annually for five years from completion of scheme	EMR/ retailers
Gateline Operation	2019 LCC surveys plus business case modelling work	Survey of peak hour gateline operation, to measure wait times	Annually for five years from completion of scheme	EMR/ passengers
Increase in use of concourse/porte cochere as waiting area	Survey of passengers waiting in existing concourse area pre reconstruction	Survey of passengers waiting in existing concourse area post reconstruction	Annually for five years	EMR/ passengers
Station retail jobs	Survey before construction work begins	Survey after construction work complete	Annually for five years	Leicester city Council

Taxi rank air quality	Pre reconstruction measurement of air quality in porte cochere (diffusion tubes)	Post reconstruction measurement of air quality in both Porte Cochere and new Taxi Rank (diffusion tubes)	First year after opening	Various
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These metrics will be refined during the design and delivery stage to ensure that they continue to reflect the key priorities and outcomes from the scheme.

The monitoring and evaluation will be undertaken by Leicester City Council and reported annually through a formal report for five years to:

- The City Mayor
- The DfT
- The Station Board

In addition, the reports will be published on the Council’s website.

[468 words]

PART 7 DECLARATIONS	
7.1 Senior Responsible Owner Declaration	
<p>As Senior Responsible Owner for the Leicester Station Gateway project I hereby submit this request for approval to UKG on behalf of Leicester City Council and confirm that I have the necessary authority to do so.</p> <p>I confirm that Leicester City Council will have all the necessary statutory powers and other relevant consents in place to ensure the planned timescales in the application can be realised.</p>	
<p>Name:</p> <p>Andrew Smith</p>	<p>Signed:</p> 

7.2 Chief Finance Officer Declaration	
<p>As Chief Finance Officer for Leicester City Council I declare that the scheme cost estimates quoted in this bid are accurate to the best of my knowledge and that Leicester City Council</p> <ul style="list-style-type: none"> - has allocated sufficient budget to deliver this scheme on the basis of its proposed funding contribution - accepts responsibility for meeting any costs over and above the UKG contribution requested, including potential cost overruns and the underwriting of any funding contributions expected from third parties - accepts responsibility for meeting any ongoing revenue requirements in relation to the scheme - accepts that no further increase in UKG funding will be considered beyond the maximum contribution requested and that no UKG funding will be provided after 2024-25 - confirm that the authority commits to ensure successful bids will deliver value for money or best value. - confirms that the authority has the necessary governance / assurance arrangements in place and that all legal and other statutory obligations and consents will be adhered to. 	
<p>Name:</p> <p>Colin Sharpe</p>	<p>Signed:</p> <p>[to be inserted]</p>

7.3 Data Protection

Please note that the The Ministry of Housing, Communities and Local Government (MHCLG) is a data controller for all Levelling Up Fund related personal data collected with the relevant forms submitted to MHCLG, and the control and processing of Personal Data.

The Department, and its contractors where relevant, may process the Personal Data that it collects from you, and use the information provided as part of the application to the Department for funding from the Levelling Up Fund, as well as in accordance with its privacy policies. For the purposes of assessing your bid the Department may need to share your Personal Data with other Government departments and departments in the Devolved Administrations and by submitting this form you are agreeing to your Personal Data being used in this way.

Any information you provide will be kept securely and destroyed within 7 years of the application process completing.

You can find more information about how the Department deals with your data [here](#).

Annexes A, B and C removed as this is not a package bid.

ANNEX D

Questions	Y/N	Comments
4.1a Member of Parliament support		
MPs have the option of providing formal written support for one bid which they see as a priority. Have you appended a letter from the MP to support this case?	Y	Included at Appendix C
Part 4.2 Stakeholder Engagement and Support		
Where the bidding local authority does not have responsibility for the delivery of projects, have you appended a letter from the responsible authority or body confirming their support?	N/A	Most of the works will be undertaken by Leicester City Council on land and assets owned by Network Rail. See Appendix D1 for their letter of support
Part 4.3 The Case for Investment		
For Transport Bids: Have you provided an Option Assessment Report (OAR)	Y	Included at Appendix F
Part 6.1 Financial		
Have you appended copies of confirmed match funding?	Y	Letter from Leicester City Council included at Appendix L
The UKG may accept the provision of land from third parties as part of the local contribution towards scheme costs. Please provide evidence in the form of a letter from an independent valuer to verify the true market value of the land. Have you appended a letter to support this case?	N/A	
Part 6.3 Management		
Has a delivery plan been appended to your bid?	Y	Included at Appendix J
Has a letter relating to land acquisition been appended?	Y	Memorandum of Understanding between Network Rail and Leicester City Council in relation to the "Parcel Yard" is included at Appendix O.
Have you attached a copy of your Risk Register?	Y	Included at Appendix N
Annex A-C - Project description Summary (only required for package bid)		
Have you appended a map showing the location (and where applicable the route) of the proposed scheme, existing transport	Y	Included at Appendix Q

infrastructure and other points of particular interest to the bid e.g. development sites, areas of existing employment, constraints etc.		
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ANNEX E – Table of Appendices for the Application

Appendix	Description
A	Equality Impact Assessment
B	Concept Layout Report (Attachments x 4)
C	MP Formal Priority Letter of Support – Claudia Webbe
C1	MP Letter of Support-Jonathan Ashworth
C2	MP Letter of Support-Dr Luke Evans
C3	MP Letter of Support – Liz Kendall
D1	Rail Industry Letter of Support-Network Rail
D2	Rail Industry Letter of Support-East Midlands Railway
D3	Rail Industry Letter of Support-Cross Country
D4	Rail Industry Letter of Support-Midlands Connect
E1	Other Stakeholder Letters of Support-LLEP
E2	Other Stakeholder Letters of Support-East Midlands Chamber
E3	Other Stakeholder Letters of Support-Leader of Leicestershire County Council
E4	Other Stakeholder Letters of Support-Phoenix
E5	Other Stakeholder Letters of Support-McLaren
E6	Other Stakeholder Letters of Support-Leicester Business Voice
E7	Other Stakeholder Letters of Support-De Montfort University
E8	Other Stakeholder Letters of Support-Leicester BID
F	Option Assessment Report
G	Technical Appraisal Report
H	Application Form Tables
I	Appraisal Summary Table
J	Scheme Delivery Plan (Attachments x 6)
K	Scheme Capital Estimate
L	Leicester City Council Confirmation of Funding
M	Operational Cost Estimate
N	Scheme Risk Register
O	Leicester City Council and Network Rail Memorandum of Understanding
P	Scheme Delivery Programme
Q	Wider Area Development Plan
R	Copy of Montagu Evans Valuation of the Parcel Yard and Office Buildings

ANNEX F-Appendices and Key Application Form References

Appendix	Description	Application Form Question Reference
A	Equality Impact Assessment	2a
B	Concept Layout Report and attachments	3b
C	MP Letters of Support	4.1a
D1-4	Rail Industry Letters of Support	4.2a
E1-8	Other Stakeholder Letters of Support	4.2a
F	Option Assessment Report	4.3d
G	Technical Appraisal Report	5.2a
H	Application Form Tables	5.4b
I	Appraisal Summary Table	5.5d
J	Scheme Delivery Plan and attachments	6.2a
K	Scheme Capital Estimate	5.3a
L	Leicester City Council Confirmation of Funding	6.1a
M	Operational Cost Estimate	5.3a
N	Scheme Risk Register	6.1g
O	Leicester City Council and Network Rail Memorandum of Understanding	6.2a
P	Scheme Delivery Programme	6.3a
Q	Wider Area Development Plan	4.3b
R	Copy of Montagu Evans Valuation of the Parcel Yard and Office Buildings	6.1f