**Bath and North East Somerset Council.**

**Only Mile Delivery project; supplier engagement event.**

**For attendees:** To hear about the Council’s plans to support the uptake of only mile delivery services using e-cargo bikes through seed-funding to establish a non-polluting delivery option and a commercially viable and enduring enterprise.

**For Bath and North East Somerset Council:** To learn more about the current electric cargo bike only mile delivery market, how it operates, the use of IT in aggregating local retailer collections and consignee deliveries, lessons learnt and avoidance of market failure mechanisms.

We are researching conference software platforms with the online event planned as follows:

This supplier engagement event is eligible to those businesses that operate an electric cargo bike delivery service and aspirant operators of the same. Other support businesses, for example, manufacturers and vendors whose business relates solely to the provision of electric cargo bikes or logistics software, may be able to attend as exhibitors but will not be able to attend the planned delivery operator breakout sessions.

The event is scheduled to **take place, online, on 21st June 2021** (subject to confirmation); further details will be provided closer to the time.

**Introduction**

Bath and North East Somerset Council (B&NES) has been awarded a grant from DEFRA/DfT to provide seed funding to establish an electric cargo bike only mile delivery service in Bath. This grant is one component of the support package that B&NES is making available to assist those in adapting to the Clean Air Zone introduced in March 2021.

B&NES intends to award a contract to one or more suppliers of an only mile e-cargo bike delivery service, funded from the grant received from DEFRA/DfT, for deliveries in and around Bath’s Clean Air Zone.

**Project Objectives**

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| Rank | Objective | Evidence |
|  | Reducing non-compliant LGV movements | ANPR Monitoring and evaluation |
|  | Reducing any LGV movements | ANPR M&E |
|  | Establishing an enduring service beyond funding period | Open book accounting, subsidy tapering |
|  | Reducing non-compliant passenger car movements | ANPR M&E |
|  | Reducing passenger car movements | ANPR M&E |
|  | Increasing well-being of operatives | M&E, baseline, interim and exit wellbeing self- assessment form |
|  | Reduced congestion | ANPR |
|  | Retailer and customer satisfaction | “How did we do?” enquiries, implementing learnings |
|  | KPI compliance | Metrics collection |

**Definitions:**

* Clean Air Zone (CAZ): The area within the City of Bath for which charges are levied against non-compliant vehicle use. More details about the CAZ are available [here](https://beta.bathnes.gov.uk/bath-clean-air-zone).
* Only Mile Delivery (OMD): A delivery service representing the only journey required as part of a distribution process which is fully within a small area, typically from a local bricks and mortar retailer to a local consumer or from local business to local business. This is quite distinct from a last mile delivery (LMD) which provides the last component of a wider journey for goods, which could encompass national and international distribution networks. For the purposes of clarity, the Council’s present intention is that the grant is being made available for OMD services only.
* Aggregation: The facility, either virtually or physically, to consolidate goods for more efficient collection at the point of origin and delivery at the destination.
* Funding: That portion of the grant received by B&NES from DEFRA/DfT which will be used to pay the successful tenderer(s).
* E-cargo bike: A cycle having two, three or more wheels which nevertheless complies with the Electrically Assisted Pedal Cycles (EAPC) Regulations
* Subsidy: B&NES intends to incentivise uptake of the scheme from eligible businesses and consumers by subsidising standard service charges to a level that makes E-Cargo bike use more attractive than ongoing non-compliant LGV or other motor vehicle use in the short and medium term. Alternatively or in tandem, a retailer delivery credit may be provided to encourage uptake.

**Key data**

1. There are about 2,000 firms in the central Bath area likely to be directly impacted by the CAZ.
2. In March 2019 B&NES [declared a Climate Emergency](https://www.bathnes.gov.uk/climate-emergency), resolving to provide the leadership enabling the Bath and North East Somerset area to be carbon neutral by 2030.
3. The centre of Bath features a narrow, flat river corridor around the River Avon which flows approximately westwards. The Central Business District (CBD) is located in this area and has a narrow and often congested road network. To the north and south are the principal residential areas, characterised by steep topography rising to 160m above the valley bottom.
4. The contract term will be three years.
5. The funding will be available for OMD using ecargo bikes; no other type of EAV will be funded.
6. The grant breakdown is as follows (all figures are approximate) and will be adjusted to account for B&NES own costs in administering the project or other necessary measures to implement a successful service.

* £60,000. For the purchase of ecargo bikes. Presently B&NES intends to purchase these ecargo bikes and provide them to the OMD supplier on a free, fixed-term loan.
* £50,000. For the purchase of consolidation hub infrastructure
* £30,000. For supporting infrastructure encompassing office and communications equipment (including software)
* £60,000 per year. Operating and maintaining cargo bike functions
* £189,000 for each of the first two years. Delivery subsidy/credit
* Total: £700,000. Note, of this total only £400k is presently available; the remaining £300k requires evidence of successful delivery of the first tranche supported by robust monitoring and evaluation data.

1. Useful cycling maps, showing in particular permeable cycling routes in the city centre and elsewhere, can be found [here](https://betterbybike.info/maps-and-guides/regional-cycle-maps/#bath-north-east-somerset).

**What B&NES intends to provide**.

* A tender opportunity for the provision and payment of seed-funding for an OMD service in Bath.
* A cost reimbursable contract (likely to be the NEC4 Terms Service Contract) to those successful tenderer(s)
* Free loan of a number of suitable eCargo bikes for the duration of the contract.
* Support for the OMD service including promotion and business intelligence.

**What you should provide ahead of the Supplier Engagement Event**:

If you intend to participate in this event please provide evidence of:

* Operation of an OMD service or other eCargo bike delivery service. A business website and short testimonial will suffice for this.
* Experience of use of ecargo bikes suitable for hilly areas. A generic specification for a suitable eCargo bike (bike or trike, torque, battery size, cargo carrying requirement, layout etc) should be stated.
* A short (400 words maximum) introduction of your business, to include details of geographic area(s) of operation, experience in goods aggregation, use of software for both goods aggregation and route planning, and growing business efficiencies.
* The name(s) of your team members wishing to attend the event (maximum of two).

Those that pre-qualify by providing satisfactory evidence will then receive a Zoom or Teams or similar invitation to attend the event.

If you are interested in participating, please email [paul\_thompson@bathnes.gov.uk](mailto:paul_thompson@bathnes.gov.uk) entitling your email “Engagement Event B7 *your business name*” with the evidence requested above **not later than 1st June.**