



Active
Travel
England

Active Travel England: annual report and accounts 2023/24

For the period 1 April 2023 to 31 March 2024



Presented to the House of Commons pursuant
to Section 7 of the Government Resources and
Accounts Act 2000

Ordered by the House of Commons to be
printed on 29 July 2024

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Introduction from National Active Travel Commissioner and Chair

// We're aiming to improve transport options for millions of people across the nation."



Active Travel England has built solid foundations across transport, local government and business to move us further towards a happier, healthier and greener future.

Our mission isn't just about getting people from A to B. We're giving children and their families the confidence to travel independently to school on foot or by cycle. We're giving communities safer streets and cleaner air to create much more pleasant places to live and work. We're improving people's health by enabling them to get to where they need to be under their own steam.

Over the last 12 months, we've made excellent progress laying our foundations, but now is the time to start building – whether it's supporting councils to build safe, connected and accessible active travel networks, building relationships within government to imbed our priorities across all policies, or building confidence amongst communities to start walking, wheeling or cycling to work, school, the shops or just for the fun of it.

By delivering our objectives, we're aiming to improve transport options for millions of people across the nation. In turn they will reap the health benefits, save money and make more sustainable travel choices – it's win-win for everyone.

Chris Boardman
National Active Travel Commissioner

Chief Executive's Foreword



Since being established in the summer of 2022, we have made considerable progress against our objectives and

in carrying out the responsibilities we were established to hold. I continue to be immensely proud of the team that makes up Active Travel England, the milestones we have hit and the achievements we made in such a short space of time.

During this last year, we have evolved from an ambitious start-up with a big vision into an innovative agency that is delivering on that vision; an agency that is dedicated to ensuring people across the country have access to healthier and greener travel options.

Thanks to a successful recruitment campaign, our dedicated team has more than doubled over the last year, and with us now operating at full strength, we are already making good on our commitments to deliver the Government's active travel objectives.

We have distributed a further £45.8 million capital to local authorities this year – investment that is expected to generate £93 million of benefits through integrated local infrastructure.

Meanwhile, through our Capability Fund, the publication of our design tools and our extensive webinar programme, we have provided thousands of council officials with the guidance and training they need to ensure those schemes are delivered to an excellent standard, and crucially, in a way that works best for their communities.

Our new role as a statutory consultee ensures we can influence key planning applications at the earliest possible stage, so that travel choices can be designed into new developments from day one. We have now responded to more than 1,500 applications, equating to around 200,000 homes; a huge achievement in only 10 months.

As an agency we think natural challenge and innovation is key to making a difference. We have embraced new ideas and different ways of working. Our social prescribing programme is enabling GPs to prescribe walking, wheeling and cycling to help improve the nation's physical and mental health, while our funded trials into different types of infrastructure will help inform how we can transform our streets so that they work better for all road users.

As we have embedded our processes, we have worked with partners across Whitehall and in local and regional government to support the delivery of shared objectives. We have continued to act as sponsor to wider funding streams, such as the Levelling Up Fund and City Region Sustainable Transport Settlements, supporting delivery partners to develop and build high quality and integrated schemes, and our new working relationship with National Highways will ensure our strategic priorities are aligned to build a seamless active travel network across England.

This year has brought its challenges as well as its opportunities and I could not be prouder of the resilience and flexibility that every member of the team has shown. We are committed to our workforce, and I couldn't be happier that we launched our people plan this year, a plan that sets out how we will continue to deliver for our people so they can deliver for the public.

Danny Williams
Chief Executive Officer



Performance Report

Performance Overview

Who we are and what we do

Active Travel England was established in August 2022. Working alongside local authorities and other partners, we are delivering the Government's mission to make walking, wheeling and cycling a safe and attractive choice for everyday trips.

Our Vision is for everyone in the country to have a safe and attractive choice to walk, wheel or cycle.

To support delivery, we set out four strategic priorities for 2022/23 to 2023/24. These are to:

1. Invest in and improve standards for active travel schemes across the country.
2. Integrate active travel into the planning system.
3. Focus on inclusivity and accessibility to give people from all walks of life the opportunity to try active travel.
4. Transform how data and analysis is used in active travel planning.



Detail on how ATE has delivered against these priorities is set out in our Performance Analysis on pages 14 to 36.



How Active Travel England is structured

Active Travel England (ATE) is headed up by the National Active Travel Commissioner, Chris Boardman, who is also the appointed Chair of the Board. Our Chief Executive Officer provides the operational leadership for the organisation, supported by our core directorates.

Inspections

Our inspectorate is focused on increasing capability of local authorities through the provision of support, training and technical expertise. ATE inspects final schemes, but our focus is on early intervention to ensure quality and safety is designed into projects, and that these meet the needs of all road users.

Planning and Development

Our statutory consultee function is overseen by the planning and development directorate. Working closely with Local Planning Authorities (LPAs), the development management casework team reviews and provides recommendations on the planning applications within our remit. This is complemented by the planning policy and strategy team, who work with LPAs, developers, the Department for Levelling Up, Homes and Communities (DLUHC) and others involved in the planning system to effectively embed active travel in new developments at the earliest possible stage.

Data and Analysis

The data and analysis team provides data analysis, modelling and tools to support ATE's strategic priorities. The analysis team focuses on modelling and visualising data to provide insight into national strategies and policies required to meet government objectives for active travel, while the data and digital team uses data science and software development to deliver the tools, data visualisations and software that transport authorities need to ensure cost effective investment.

Operations

The operations directorate is led by the Chief Operating Officer and provides the support that enables the organisation to be a success. Providing all corporate support, operations ensures that the organisation can run effectively and efficiently. The investment team also forms part of the operations directorate, designing and managing the essential funding support to build active travel schemes and activate their use.

Sponsorship

As an executive agency of the Department for Transport, we report to the Secretary of State for Transport as responsible Minister. This relationship is managed through our sponsor team at the Department, with whom we regularly engage to report progress made on our priorities.

Looking forward, our risks and status as a 'going concern'

Our corporate plan 2023-25, which covers our strategic priorities and details of our performance against them, is contained in our Performance Analysis. Our Board's role is to confirm strategy and performance monitoring of ATE and focus on where the most benefit can be delivered. An update will be published in our 2024-25 business plan.

To support this work, ATE has continued to develop its risk management framework. Details of the principal risks faced during the year can be found in the Governance Statement.

The Board has also assessed our going concern as detailed in Note 1.1 of the Notes to the Accounts. Whilst ATE is currently in a net liability position and does not generate or hold any cash, the board is confident the agency is a going concern and has confirmed funding through to the end of the current spending review period in March 2025.

Financial Review

ATE is funded through Parliamentary Supply voted to the Department for Transport. The agency has remained within the budgets allocated.

Our operating expenditure has reduced from £258 million in 2022/23 to £146 million in 2023/24.

In March 2023 in response to significant inflationary pressure, DfT announced changes to various transport investment plans. This included a reduction in funding for capital grants allocated to local authorities through the Active Travel Fund.

At the end of 2023-24, the agency had a negative net asset of £2 million, comprising total assets of £6.5 million and total liabilities of £8.6 million. Our key assets remain cash, held by a third party to settle claims for future grant payments, and our key liabilities are trade payables and accruals relating to grants. This has changed from 2022/23, when we had a positive net asset of £1.6 million.

ATE's negative net asset position is due an increase in trade payables and accruals at 31 March 2024. These mainly relate to grant awards made prior to year end. ATE does not hold any significant assets, and is fully funded by DfT via deemed supply funding. Liabilities will be settled post year-end via this funding.

ATE's primary financial activity remains the provision of grants to local authorities and delivery partners. In 2023/24 ATE awarded £137 million in grants, equating to 94% of our total expenditure. In 2023/24 our core functions grew, as we recruited more staff and engaged more widely with third parties to support delivery of our digital pipeline, including our planned website.





Performance Analysis 2023-24

This section tells you about the progress we are making in delivering our strategy and provides an overview of key highlights and challenges in the year. It is structured against the four strategic priorities we published in our 2023-25 Corporate Plan Active Travel England: [Corporate plan 2023 to 2025 \(publishing.service.gov.uk\)](#).

Invest in and improve standards for active travel schemes across the country

Direct local authority funding for active travel is a small but vital part of the overall funding landscape. Taking into account the past delivery and ambition of local authorities, we changed the way transport funding was allocated in 2022/23, marking the start of a more focused approach to investment. Building on this, we have launched a further two rounds of capability funding this year, providing local authorities with £51.5 million to develop effective pipelines, support scheme activation and deliver behaviour change programmes.

Ensuring that local authorities can deliver their plans and create safe routes for local communities is key to achieving the Government's ambition for active travel. We launched the 2023/24 extension to Active Travel Fund 4 in August 2023, with £45.8 million provided to deliver 851 projects across 80 schemes.

This fund is expected to generate around £93 million in associated benefits across all schemes.

Our investment is not only aimed at local authorities, we also support wider delivery partners to deliver high quality infrastructure. The National Cycle Network is made up of almost 13,000 miles of signed routes across the UK. It is a network that allows people to connect to the places around them – facilitating 765 million trips a year. ATE works with our delivery partner, Sustrans, to maintain and improve the network, making it accessible and safe for everyone. In 2023/24, we provided a further £5 million to fund 14 miles of improvements and update three substandard crossings and junctions across the network in England.

This was in addition to £2.7 million funding to maintain vital rural routes across the network. Since 2018/19, Government funding on the National Cycle Network has delivered a total of 147 miles of improved routes, removed 348 barriers and updated four substandard crossings and junctions.

Our inspectorate works to ensure that active travel infrastructure meets quality and safety standards in a way that delivers a net benefit to all road users. The team supports our investment approach by reviewing schemes at bid stage, providing essential assurances over scheme designs and network integration, at key stages throughout the scheme lifecycle, and on completion.

Recognising the importance of the wider active travel funding landscape, we have collaborated with partners on other key funding streams such as the Levelling Up Fund (LUF) and City Regional Sustainable Transport Settlements (CRSTS) to apply our expertise to wider government investment in active travel. Our current programme coverage makes up 64% of the Government's investment in active travel up to 2024/25. More than £500 million of investment has been assessed by our inspectorate across 337 schemes during 2023/24.

£45.8 million

to fund **851** projects across **80** schemes (Active Travel Fund 4).

Generating

£93 million

in associated benefits.



£51.5 million in capability funding

given to local authorities to develop pipeline schemes and deliver behaviour change programmes.





503 design
reviews requested
during 2023/24



38 on-site
inspections across
27 local authority areas



We are committed to full transparency to our stakeholders, and this includes how we assess schemes. In February 2024, we published our design toolkits and associated user guides, giving those designing active travel infrastructure tools to assess their plans and designs at the earliest possible stage. To give users the skills they need to use the tools effectively, we ran our inaugural online overview training sessions in March with over 600 attendees.

The inspectorate's goal is to drive the delivery of safe and effective schemes that are compliant with relevant guidance. This is where final inspections are key. As part of a pilot to assess ATE's framework and approach, the team has conducted on-site inspections of 38 completed active travel schemes across 27 different local authority areas.

This pilot helped to shape the final inspections framework that will be published later this year.

Better integration of England's transport network is an important part of achieving the Government's ambition for active travel. Advancing this workstream, we signed an agreement with National Highways in March 2024, recognising the importance of design quality and active travel integration in the strategic road network. This agreement secures ATE's input in the development of the National Highways Active Travel Strategy, including the prioritisation of investment to connect communities and embed active travel design standards in England's major road projects.

Identifying and addressing the causes of ineffective, low quality or significantly delayed schemes is key to helping local authorities to deliver their active travel commitments.

Our first step towards this was to establish our regional management team – experts located across the eight English regions who work closely with mayoral combined authorities and local authorities to identify challenges, promote best practice and activate appropriate support.

The team has made significant progress in its first year. Since being established in early 2023, it has recorded more than 1,200 formal stakeholder engagement sessions and coordinated and delivered scheme design and planning training to more than 162 local officers and elected members.

1,200

formal engagement sessions
with local authorities



Training for

162 officers
and elected members



ATE requires all local authorities to undertake an annual self-assessment of their active travel capabilities. These assessments form the basis for the local authority active travel capability ratings.



Each authority is awarded a rating from zero to four. The highest rating (four) denotes a council with significant local leadership, ambition and capability to deliver. A council without these things would be awarded a zero. A total of four authorities received a zero rating in the 22/23 capability ratings. Active Travel England responded with a bespoke programme of support to these authorities, which helped them achieve an increase to level 1 in the 23/24 capability assessment.

ATE has also developed a programme of essential learning to make information and best practice easily accessible. Through virtual webinars and engagement sessions covering a variety of themes such as women's safety, NHS net zero, barriers to access and technical updates, we have reached almost 3,000 participants since April 2023. The benefit of these sessions is shown in the high satisfaction rates, with an average of 95% of recipients satisfied or highly satisfied with the session.

Responding directly to our delivery partners' concerns, we have established essential escalation routes that provide integrated and rapid response interventions to local concern areas.

The work to drive up standards in local authorities across England is already taking effect, with nine in 10 active travel schemes submitted to the Active Travel Fund now meeting minimum standards at bid submission stage (up from one in 10 a year ago).



Case study: Quebec Road, Dereham, Norfolk

A formalised crossing was a long standing request in Dereham, Norfolk, to address safety fears for children crossing a busy B road to access Northgate High school. A pedestrian crossing assessment was first done in 2018. In 2021, a proposal of a zebra crossing on a raised table with high conspicuity beacons was put forward for delivery in the future when funding was found.

That opportunity arose in 2023, when, for its Active Travel Fund 4 funding round, ATE put an emphasis on schemes being shovel ready.

Norfolk's bid was successful with an award of £200,000 being allocated to Dereham, allowing design work for the crossing to commence. Construction started in March 2024 for five weeks and it was completed in April 2024. Early feedback has shown the crossing is already working well, enabling more active travel journeys to the school.



Case study: Lovely Lane and Bewsey Road Junction, Warrington

During 2023/24, Warrington installed its first CYCLOPs junction, upgrading 20 year old signals and creating a high quality route for people walking, wheeling and cycling.

The project has made walking and cycling safer and more accessible for both children and adults in Warrington, while also improving travel options for individuals using mobility scooters and wheelchairs.

The previous poor carriageway condition and short term need to replace the traffic signals provided an opportunity to deliver a single combined scheme. This will reduce future disruption and provide better value for money.



Integrate active travel into the planning system

On 1 June 2023, ATE became the first new statutory consultee to be added into the development management consenting regime since 2015. This means all planning authorities must now consult ATE on any developments that meet or exceed any of the following thresholds: 150 residential units, 7,500m² or more of floorspace or sites of five hectares or more. We have received and responded to around 1,500 planning consultations in our first 10 months, developments that cover almost 200,000 homes. If our consultation recommendations are taken forward around 500,000 people would be provided with improved transport choice.

We are exploring how we can innovate our planning service offer to help support local authorities, developers and others engaged in the planning and development sector, bring forward high quality schemes with safe and inclusive active travel provision embedded from the outset.

In February ATE launched a one-year review to analyse the impact of our first year as a statutory consultee, identify any improvements and establish further opportunities for influence in the planning system. This review will complement the other discovery work we have undertaken and the pre application consultation pilot (which in its first tranche of early engagement reviews assessed large-scale major schemes bringing forwards over 6,000 homes and 700,000m² of employment land).

We published a full suite of guidance including Standing Advice and the Planning Application Assessment Toolkit, with further collaboration taking place with organisations like Historic England, DfT and DLUHC to deliver more over 2024/25. We have launched an interactive masterplan project that will improve how ATE communicates with a broad range of stakeholders on best practice for active travel infrastructure. We have also participated in conferences and events across the country, speaking to a combined audience of over 5,200 from the planning and development sector.

Almost **1,500** planning consultations responded to in our first 10 months as a statutory consultee, covering almost **200,000** homes, providing an estimated **500,000** people with improved transport choice.



Give more people from all walks of life the opportunity to try active travel

During 2023/24, more than 1.5 million people engaged with our activation programmes. These schemes play a vital role in enabling more people to choose active travel as a form of transport. A significant element of the programmes is to provide children with cycle training through ATE's delivery partner, the Bikeability Trust, and over 4.5 million children have been trained since 2006.

In 2023/24, ATE agreed a multi-year funding settlement of £50 million for the Bikeability Programme up to 2024/25. In 2023/24, more than 500,000 children booked on to cycle training, with more than 310,000 children booked on to level 2 on-road training.

£13.9 million

over three years, provided to **11 local authorities** to support health practitioners to prescribe walking, wheeling and cycling to improve patients' physical and mental wellbeing.



The Bikeability Trust has also ran projects this year to increase the number of instructors, with more than 300 new instructors registered in 2023/24. This is in addition to developing a digital data collection approach to improve monitoring and evaluation.

The Bikeability Trust has also led a Get Cycling in Schools pilot, which has so far given 685 teachers and teaching assistants across 393 primary schools the skills to deliver cycle training, increasing the reach of the programme.

Nearly **1,000** instructors and teaching staff trained to deliver cycle training.



More than **500,000** children booked on to cycle training.



Research shows that combining new or improved infrastructure with activation schemes in the same location leads to around 30% more walking and cycling journeys. Some £5.1 million of active travel funding since 2022/23 has been used to fund school streets schemes and 90% of all ATE-funded projects are within 500 metres of a school.

These improvements are complemented by our investment of a further £3 million in the Walk to School Outreach programme this year. Living Streets, our delivery partner, has worked with more than a thousand schools across the country to engage 260,000 children to walk, wheel or cycle to school. The most recent figures show that this programme provides a 38% increase in active travel for those who participated in the scheme.

Case Study: Living Streets, Walk to School Outreach

This year, Living Streets began a new partnership with Blackburn with Darwen Council. To date, 11 primary schools have been recruited onto the programme with average active travel rates across these schools up over 25 percentage points (and walk/wheel-all-the-way journeys to school seeing an average increase of over 10 percentage points). The average reduction in driven all the way journeys to school is over 24 percentage points.

Blackburn with Darwen Borough Council said:

"Active travel is a big part of our ethos, and the WOW programme complements this perfectly, along with the added benefits of reducing parking and traffic issues. So far we have had an excellent response from schools across the borough and even have a waiting list of many more who are eager to take part. The funding we have received will help greatly with this."

St Luke & St Philip's CE Primary School in Blackburn has logged almost 3,000 walk/wheel all-the-way journeys to school since it joined the project in February, a 6.75 percentage point increase on baseline data, meaning 66% of recorded journeys to school are now being walked-all-the-way.

Case Study: Modeshift STARS

The annual Modeshift STARS National School Travel Awards ceremony recognises schools that have demonstrated excellence in increasing levels of active and sustainable travel within their school community. This year's winners included Natural Choice Nursery – Giggles, Cheltenham which has delivered a range of promotions and campaigns, seeing an increase in walking to nursery school over the last 3 years from 51% to 66%. Packmoor Ormiston Academy in Stoke-on-Trent was the primary school winner, having been involved in Modeshift STARS for seven years and delivered over 40 sustainable travel initiatives, resulting in consistently low levels of car use for the school journey.



England's Chief Medical Officer, Professor Chris Whitty, and also an Expert Adviser to Active Travel England, has stated the importance of active travel. He said: "We all want to see more people incorporating active travel into their day as a way to keep mentally and physically fit."

ATE continues to support this agenda through removing barriers to active travel and piloting the use of active travel in health interventions. To that end, we have provided £13.9 million over three years to 11 local authorities to support health practitioners to prescribe walking, wheeling and cycling to improve patients' physical and mental wellbeing through our active travel social prescribing pilot programme. In 2023/24, the programme reached more than 26,000 people. In addition, ATE has continued to fund Cycling UK's Big Bike Revival programme aimed at offering solutions to barriers that currently stop adults of all ages from cycling.

Case Study: Cycling UK, Big Bike Revival

Big Bike Revival is designed to overcome barriers and provide opportunities for people to start cycling regularly. Using a 'FIX, LEARN, RIDE' model, a network of Cycling UK delivery partners support some of those most under-represented across England to engage in cycling activity.

This includes people like Sally in Manchester, who attended a Learn to Fix event run by Bee Pedal Ready CIC. She gained skills and confidence to not only repair her own cycle, but her Dad's too! Meanwhile, Pip in Liverpool has found taking part in workshops and rides with Aigburth Community Cycle Club has provided a huge benefit to his physical and emotional health as he recovers from cancer. Asma took part in a Learn to Ride event with the Walsall Bike Project CIC in the West Midlands. Through the sessions, Asma not only gained confidence and safety knowledge but also developed a passion for cycling. She has now bought her own cycle and uses it regularly for commuting, fitness, and enjoyment.



Case Study: Bradford Council wheelchair skills course

Bradford Council, as part of ATE's social prescribing funding, has delivered a wheelchair skills course to help people build confidence and skills in using their wheelchairs for active travel. This has included going up and down curbs, picking things up from the ground, navigating small spaces and using ramps. The council say the course has been a great success and will help enable more disabled people in the area to travel actively.



Transform how data and analysis is used in active travel planning

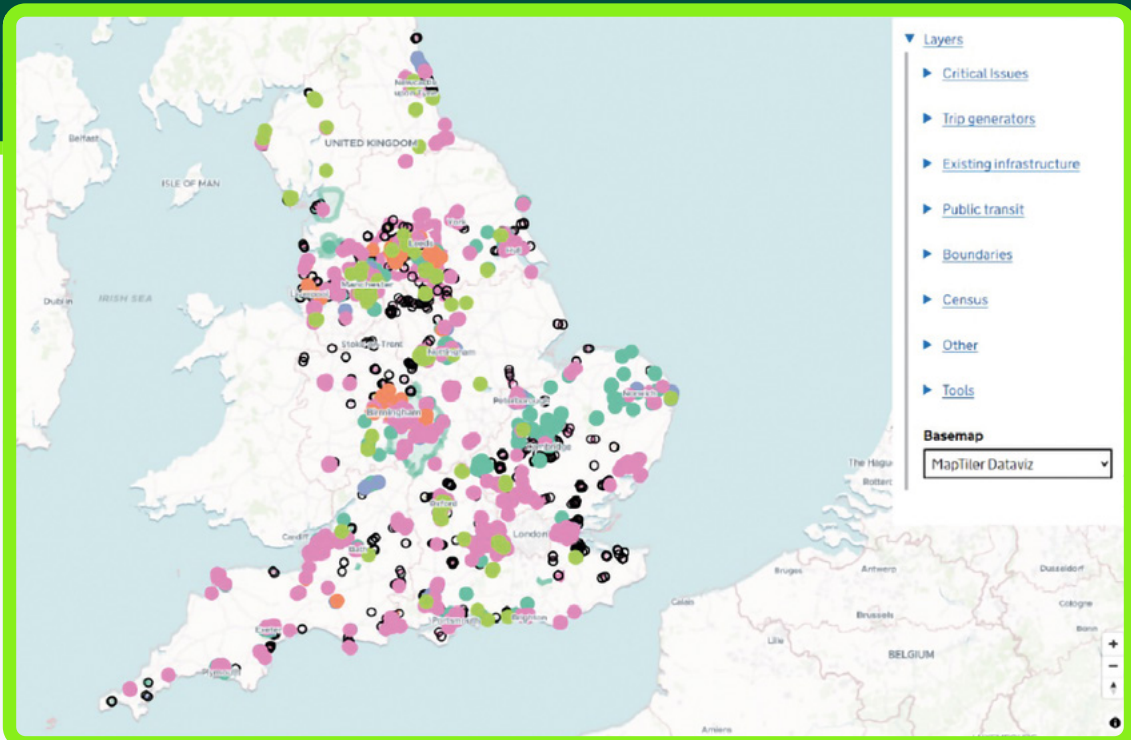
Since launching our partnership with the Alan Turing Institute, we have developed new ways for local authorities to collaborate with us. We are pioneering the development of software and data science techniques to support local authorities in offering walking, wheeling and cycling schemes.

Together with them, we have developed tools to help local authorities map active travel infrastructure in their local communities.

This has provided ATE with a clear, consistent framework for standardised local data collection throughout the lifecycle of projects. **We have collected data on 1,042 active travel schemes funded directly by us** across England, enabling ATE to build a picture of where investment is happening at a local, regional and national level.

Case Study: Active Travel Infrastructure Data

Our active travel scheme sketcher tool, developed in consultation with the Alan Turing Institute, has been developed to help local authorities map out their pipeline of schemes.



We are also now able to track the capability of local authorities from strategic network planning through to delivery and performance – to help us identify the support that local authorities need to deliver higher quality infrastructure sooner.

In February 2024 we completed the second local authority capability rating exercise, assessing their capability to plan and delivery active travel schemes. The ratings are there to guide local authorities and tailor support needed to improve the quality and delivery of investments. There has been an overall 10% increase in capability ratings in 2024, with eight local authorities increasing their rating. This includes all four zero rated authorities increasing their rating to one.

We have also brought together multiple data sources to provide our inspectorate and planners with a tool to give them a better understanding of the locations they are looking at, saving valuable time and boosting ATE's productivity.

We are working to bring in more digital tools, both for external and internal use, to enable local authorities to more easily provide us with data and to make it even easier for teams to collaborate internally.



9%
increase

in local authority capability ratings. All four previously level zero rated authorities increased their rating to one.



Corporate enablers

Our corporate enablers make our overall strategy possible. They provide the support framework for the organisation to ensure the appropriate and effective running of the agency. They also manage our shared services arrangement with DfT. Enablers include: HR, Secretariat, Finance, Risk and Assurance, Communications and Programme Management.

As we entered our first full year of operation, corporate services moved from startup mode, to an integrated business partnering approach across the whole organisation. This has improved the availability and coverage of management information to inform key decisions. In October, we introduced challenge sessions with each directorate to address key risks, oversee delivery of programme plans and drive better forecasting of finances and resources. This is now an embedded practice that supports the delegation framework and accountability for resource planning.

Our business partnering approach was brought to life in the ATE Corporate Service Offer. Launched in March 2024, the service offer sets out what the organisation can expect from each corporate service and the key aspects of each function. It not only clarifies our offer but encourages early involvement of essential considerations such as finance, HR, communications and programme delivery.

Recognising our data as a key asset that is essential in measuring progress against our targets, ATE has developed a work programme to strengthen the data we receive from local authorities, ensuring that we draw better insights from this work. This work has started with information on capital investments, supporting the development of performance dashboards that allow us to compare delivery across funding streams and target support effectively.

This focus on data has also led to a review of our key performance indicators. Our original indicators were developed at pace during the very early stages of the organisation. During review, we have identified limitations in using the indicators to drive improved performance. Following the January Board meeting, we started work to ensure that our KPIs are clearly linked to our objectives and that the data can be used to identify areas of concern and best practice. We expect this project to be finalised in early 2024/25 to be published as an annex to our corporate plan.

Effective communication, both externally and internally, is an important part of corporate services. It not only provides our partners and stakeholders with important information and messages, but also provides information to the public and supports our staff in delivering their individual and shared objectives.



We launched our first local authority newsletter in December 2023, with more than 1,200 recipients now signed up. Covering key dates, announcements, technical updates and learning opportunities, this is the start of our plan to make information easily accessible to support local authorities in delivering high quality infrastructure.

Ensuring our workforce has access to essential information, so that they can understand how their work contributes to our overall objectives and celebrate shared objectives, has been an important workstream this year. We have built our internal communications capability, establishing a coordinated schedule and dissemination of information. In August 2023, we celebrated our one-year anniversary with our CelebrATE campaign, allowing teams to reflect on the achievements of the first year of operations and consider how they can build on this success.



More than
3,700

attendees to our webinars.



More than
1,200 recipients
signed up for our e-newsletter.



ATE score of
77% on the Employee
Engagement index;
an **increase of 7%**.

Our 23/24 Key Performance Indicators

To understand the extent to which we are delivering against our strategy, we have developed a performance management framework including KPIs. Percentage figures are rounded to whole figures.

KPI	2023/24 Target	Q4	Commentary
Planning applications within our thresholds responded to within the statutory timescale (%)	100%	99%	We established robust systems to ensure that we could process all consultations in a timely manner. These are continually assessed to ensure they remain appropriate and fit for purpose.
Local authority active travel capability ratings	Increase on 22/23	9%	Eight authorities increased their rating, including all Level 0s. One authority had a reduced rating. Further detail of our approach to supporting the increase is in the Performance Report.
Completed inspected schemes with known critical issues (%)	Establish a baseline	93% (based on pilot of 40 schemes)	The Final Inspection framework is scheduled to be published in Q2 24/25 and will build upon the 2023 pilot inspections. The aim is to provide a more efficient and proactive approach to increase the number of sites inspected. As design quality improves, it is expected that the number of critical issues and policy conflicts identified will eventually start to decrease. The document follows on logically from the recently released ATE scheme review and design assistance tools and design assurance procedure note.
ATE capital projects completed on schedule	Increase on 22/23 (55%)	58%	We have had an increased emphasis on capability building activities over the last year, with authorities investing in work that supports their longer-term active travel objectives. As a result, direct engagement through activation programmes has been scaled back.
People actively engaged via activation programmes (including Bikeability)	Increase on 22/23 (1,493k)	1,613k	Capability Fund has had an increased emphasis on capability building activities over the last year, with authorities investing in work that supports their longer term active travel objectives. As a result, direct engagement through activation programmes has been scaled back. However, this has been balanced by an increase for other programmes including Walk to School Outreach which now reports on parent engagement alongside pupils.
Employee engagement score as assessed by the annual people survey	Increase on 22/23 (70%)	77%	Detail is included in our Performance Analysis.
Official correspondence completed on time (%)	100%	86%	Performance on PQs was 100%, Ministerial Correspondence 72%, FOIs 74% and Treat Official was 87%. Performance is below target but for PQs and TOs within guidelines. We are reviewing our processes to improve performance and reduce redrafts in the next reporting period.



Our people

We have made significant progress in creating a diverse and inclusive agency, having successfully recruited across multiple professions, but there is more work to be done.

We launched our People Plan in August 2023 that outlined our focus on growth and building capability. Aligned to our strategic priority 'Being an excellent agency,' we made three commitments;

- We will develop confident, future-focused leaders whose leadership embraces our differences
- We will foster a culture of excellence, opportunity, and trust
- We will inspire our people to be the best they can be and showcase their talent each and every day

To support delivery of our plan, we created working groups where colleagues can be involved in the development and delivery of initiatives to support our organisation's development. This is supported by our Shadow People Committee and Staff Engagement Forum, which are made up of representatives across the organisation up to Grade 7.

Civil Service People Survey

We are committed to ensuring we have a diverse and inclusive workforce at ATE that reflects the communities we serve. We want to support ATE staff to improve and sustain their overall health and wellbeing in the workplace.

In 2022, our Civil Service People Survey scores were measured under our parent organisation, Department for Transport. In 2023 we were measured as an Agency in our own right.

The ATE participation rate was 85%, significantly higher than the Civil Service overall response rate of 65%. There are nine core theme scores within the People Survey, each of which measures a different element of employee experience at work. ATE saw a positive increase across them all in 2023.

The primary measure in the People Survey is the Employee Engagement Index (EEI). This is a measure of how proud staff feel in working for their organisation, whether they would recommend their organisation as a great place to work, whether they feel a strong personal attachment to it and whether they feel their organisation inspires and motivates them to do the best in their job and achieve their organisation's objectives.

ATE had an Employee Engagement Index (EEI) of 77% - an increase of seven percentage points on the previous year - which shows our efforts to engage colleagues in a meaningful way are taking us in the right direction.

Diversity and Inclusion

In January 2024, ATE developed our local equality, diversity and inclusion plan. This expanded our commitments and identified actions that will support our journey to ensure ATE has a diverse and inclusive workforce that reflects the communities we serve. The plan also supports ATE colleagues to improve and sustain their health and wellbeing in the workplace.

Our priority areas are aligned to the Department for Transport Group diversity, inclusion and wellbeing strategy and to our People Plan, which takes into consideration feedback from ATE colleagues and aligns with the following strategic priorities:

- Representing the communities we serve
- Being confidently inclusive
- Maximising potential for all
- Building a transport network that works for everyone

Prior to the launch of our plan, we were delivering diversity and inclusion objectives through our People Plan initiatives and have already celebrated many successes.

Through our Leadership workstream we have:

- supported hiring managers and new recruits to make reasonable adjustments during recruitment and onboarding
- reviewed and improved ATE's induction process, drawing on good practice from centrally implemented induction initiatives
- participated in 'readiness for change' research through Loughborough University and Cabinet Office that has enabled us to remain focused on tackling bullying, harassment, and discrimination
- defined our mandatory learning requirements including a 'Managing Inclusion and Wellbeing' module
- ensured everyone is aware of their Public Sector Equality Duty and ensured appropriate training is accessible to all who need it

Through our Culture workstream we have:

- started our journey on defining ATE's values
- created opportunity for ongoing employee feedback by establishing a Staff Engagement Model that includes a Staff Engagement Forum and Shadow People Committee made up of employees Grade 7 and below

- developed guidance on producing inclusive communications
- partnered with Henpicked to support our journey to becoming a menopause friendly agency
- provided disability equality training for employees to experience travelling with disabled commuters

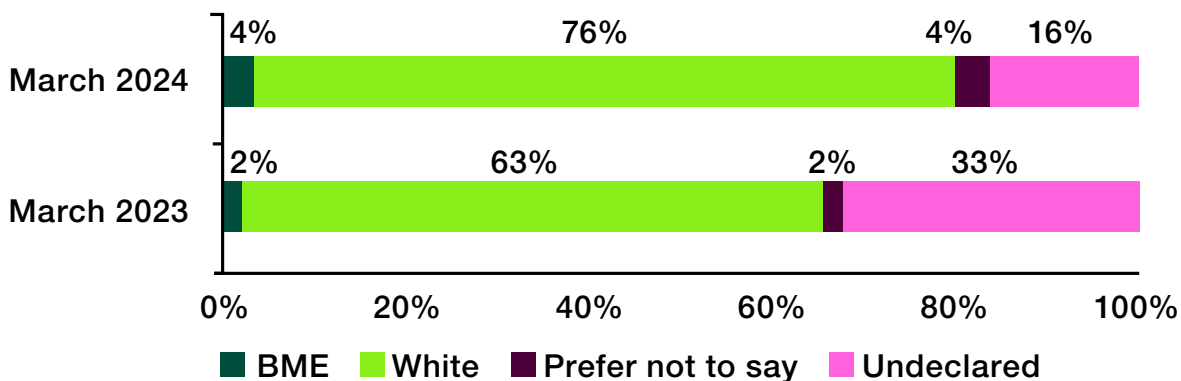
- promoted the annual talent cycle, focusing on supporting career development at all grades
- developed critical role identification and succession planning processes to support our top talent in having the right conversations to develop their careers

Through our Talent workstream we have:

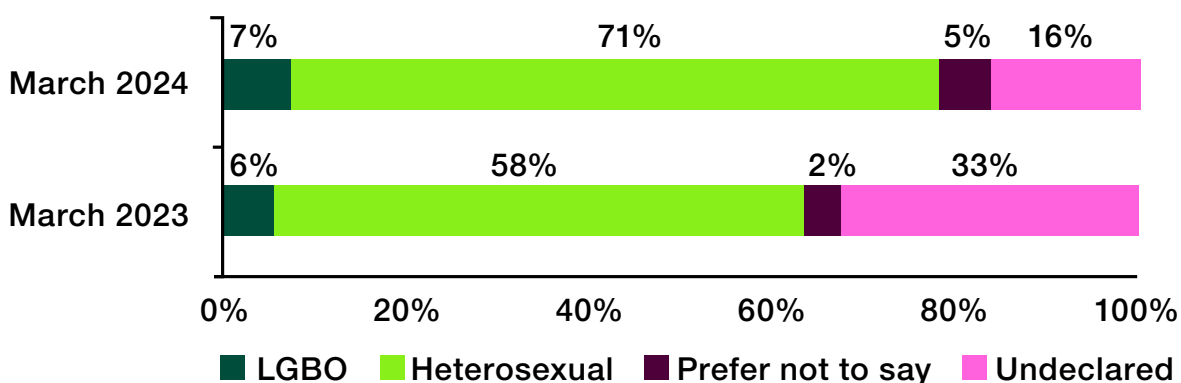
- supported the Summer Internship Programme by creating opportunities for interns to come and work in ATE

We made some excellent progress in increasing representation across key protected characteristics categories over the last year and enabling more people to declare.

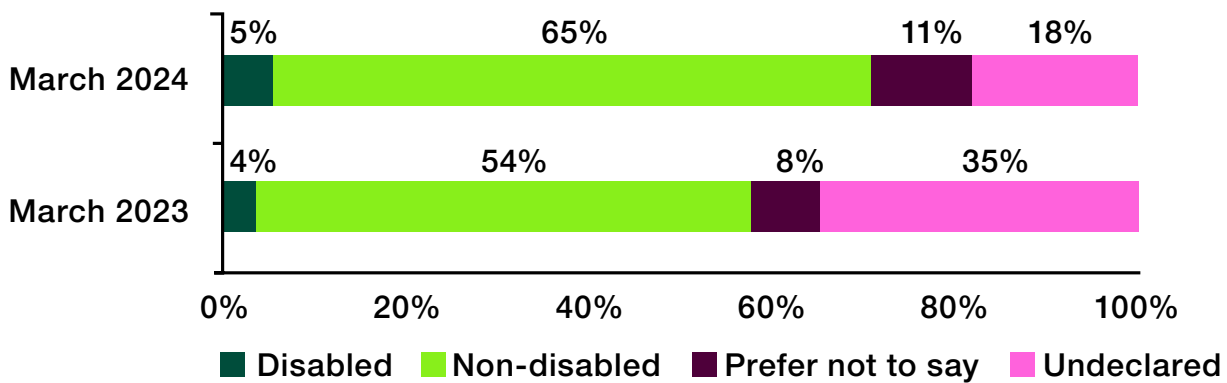
Breakdown of employees by ethnicity



Breakdown of employees by sexual orientation



Breakdown of employees by disability



Our diversity and inclusion plan includes some key strategies to help us build a pipeline for the future. These include running a trial internship programme for engineering, planning, and analysis graduates, offering both summer and full-year placements to highlight opportunities within the Civil Service as prospective careers, and launching an employability skills programme to encourage young people to consider engineering, planning, and analysis disciplines to create place makers of the future.

Sustainability Report

As a new agency ATE is committed to sustainable development and the continued reduction of environmental impacts. Our aim is to improve our sustainability credentials, and with the latest Greening Government Commitment (GGC) targets now in force, ATE has ensured sustainability is embedded within our overall governance and decision making.

We are committed to achieving the targets set out within the Greening Government Commitments (GGC) Agenda 2021-25; <https://www.gov.uk/government/publications/greening-government-commitments-2021-to-2025/greening-government-commitments-2021-to-2025>

We will endeavour to mitigate and reduce our environmental impacts using both recognised and innovative sustainable practices.

ATE believes it will be able to meet all sub targets required to mitigate climate change by 2050. This is ATE's first year of reporting our performance and we will use these as benchmarks for future periods. This will be achieved through our travel policies, which encourage low carbon options. ATE does not have a vehicle fleet and has minimal travel via air.

Scope 1

ATE does not have any assets owned or controlled by themselves that would fall under the SHS Scope 1 emissions.

Scope 2

ATE head offices are in York city centre within City of York Council offices. The office space has solar panel generated electricity that equates to 0.1% of the electric usage, with the remainder purchased from 100% renewable energy. 16% of the heating costs is generated from Biomass. The total cost for FY23/24 £16,896 covers ATE's proportion of the building usage and equates to 304,613 kWh electric and 10,547 kWh heating. ATE uses minimal water and an apportioned share of the overall usage in West Offices is 19 cubic metres for FY23/24.

Scope 3

ATE travel policies encourage all staff to utilise public transport and low carbon transport options as much as possible. Due to the work carried out by ATE, travel is inevitable, but ATE is committed to using active travel as well as public transport for these journeys where possible, including the use of hire cycles.

Cost and emissions relating to official business travel	Value £'000	CO ₂ Emissions (kg)	Distance (km)
Rail, underground, tram	62	13,922	312,518
International air travel	2	2,962	34,968

- During the year there were no cost in relation to domestic air travel or international rail. Costs and CO₂ emissions in relation to buses, hire car, taxi and vehicles of staff were immaterial and therefore have not been disclosed

Waste minimisation

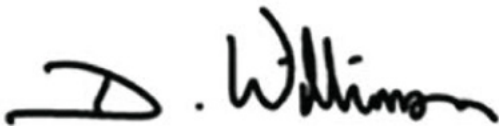
Waste management is carried out by West Offices, with several recycling schemes in place across the building. ATE paid a service charge in the year of £108K, which covers waste collection and water usage, among other services. Due to ATE working practices there is very minimal paper usage and wastage by the agency.

Waste type	Tonnes (ATE proportion)*
Mixed waste	60
Cardboard and paper	40
Plastic, cans, glass	16

*Volumes based on square footage allocation, however ATE actuals are expected to be significantly less due to overall tonnages including waste from the Café and Goods In which will contribute a significant proportion.

Sustainable procurement

Procurement is provided by DfT and as a group we actively consider the environmental impact at all levels of procurement and have committed to embedding sustainability into our procurement. Guidance and training is available to all staff involved in the procurement lifecycle to ensure sustainability is considered in procurement decisions. This includes the consideration of environmental impacts of ICT and Digital.



Danny Williams,
Chief Executive and Accounting Officer
26 July 2024

Rural proofing

ATE's policies and grant funding include specific grants for rural routes which supports the Government's rural proofing aims to ensure fair and equitable policy outcomes for rural areas.



Accountability Report

Corporate Governance Report

Directors' Report

This accountability report is produced to comply with the requirements of the Companies Act 2006, adjusted for the public sector context as required by the HM Treasury Financial Reporting Manual 2023-24. It should be read in conjunction with the Governance statement, the Remuneration Report and the Performance Report.

Members of the Board

Full disclosure of the serving directors is available in the Governance Statement on page 39.

Directorships

To ensure compliance with the latest Cabinet Office guidance, we follow the policy and process set by DfT. All employees are asked to declare any interests on joining or moving roles, and all Senior Civil Servants (SCS) are asked annually to confirm their declaration of interests are up to date. Any declared interests will be signed off at appropriate levels.

We also ask all our non-executive directors to declare all interests.

In addition, the first agenda item at every Board meeting is for the Chair to ask all members if there are any conflicts of interest arising either from that new interest or from any interest they have declared in the past with items for discussion on the agenda.

As of 31 March 2024, one director has declared interests held which may conflict with their management responsibilities. No other interests held by the management board are deemed to conflict with their management responsibilities.

In the prior year's accounts, we disclosed one declared interest which may conflict with management responsibilities. In this reporting period we do not have a funding relationship with Wheels for Wellbeing, so this is no longer declared as a potential conflict.

Board Member	Name of Company or organisation	Position Held	Type of Interest	Other relevant information
Louise Wilkinson	Cumberland Council	Independent Member – Audit Committee	Board Member	

Statement of Accounting Officer's Responsibilities

Under the Government Resources and Accounts Act 2000, HM Treasury has directed Active Travel England to prepare for each financial year a statement of accounts in the form and on the basis set out in the Accounts Direction. The accounts are prepared on an accruals basis and must give a true and fair view of our comprehensive net expenditure, statement of financial position and cash flows for the financial year.

In preparing the accounts, the Accounting Officer is required to comply with the requirements of the Government Financial Reporting Manual and to:

- observe the Accounts Direction issued by Her Majesty's Treasury, including the relevant accounting and disclosure requirements and suitable accounting policies, on a consistent basis
- make judgements and estimates on a reasonable basis
- state whether applicable accounting standards as set out in the Government Financial Reporting Manual have been followed and disclose and explain any material departures in the Financial Statements
- prepare the Financial Statements on a going concern basis

- confirm that the Annual Report and Accounts is fair, balanced and understandable and take personal responsibility for the Annual Report and Accounts and the judgements required for determining that it is fair, balanced and understandable

The Accounting Officer confirms as required that, as far as they are aware, there is no relevant audit information of which the entity's auditors are unaware. The Accounting Officer has taken all the steps that he ought to have taken to make himself aware of any relevant audit information and to establish that the entity's auditors are aware of that information.

The responsibilities of an Accounting Officer, including responsibility for the propriety and regularity of the public finances for which the Accounting Officer is answerable, for keeping proper records and for safeguarding the agency's assets, are set out in Managing Public Money published by Her Majesty's Treasury.





Governance statement

Introduction

Our governance statement describes how our Board and its supporting structures work. It provides an overview and assessment of how the agency has been established and managed. This includes key internal controls, risk management and accountabilities.

ATE's governance framework is designed to comply with the guidance laid down in HM Treasury Corporate Governance in Central Government Departments: Code of Good Practice 2017.

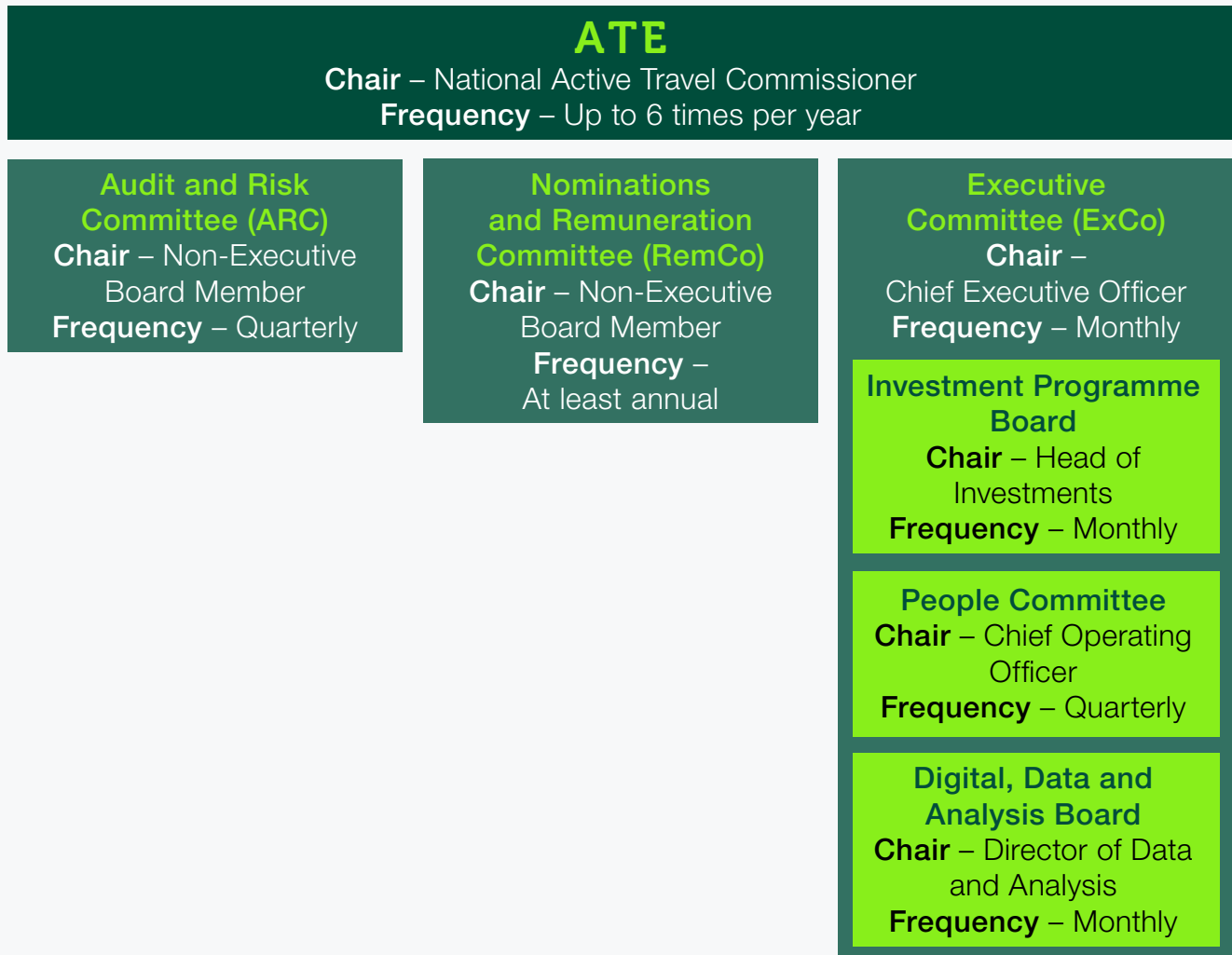
The Chief Executive Officer, as the Accounting Officer of the agency, is personally responsible to and accountable to Parliament for the organisation of, and the quality of management within the agency, including its use of public money and the stewardship of its assets.

They are accountable to the Secretary of State for Transport for ATE's performance in accordance with the Framework Document, which sets out the accountability and key relationships between us and the Department.

During 2023-24 ATE was sponsored by the Department for Transport (DfT) Roads and Local Transport Group (RLG). This is managed through formal quarterly performance reviews, which review ATE's performance regarding its objectives and KPIs, consider any key risks, review financial performance and discuss any major live or emerging issues.

Governance framework

The agencies' high-level management structure is set out below:



The Board

Our Board provides the collective strategic and operational leadership of the agency, bringing together the Commissioner, CEO and senior members of the executive leadership team with non-executives from outside government. Its purpose is to provide advice on ATE's strategy, monitor performance, and advise on significant risks. The Board is provided with relevant, high-quality information prior to each meeting to enable it to fulfil its role effectively.

The Board does not decide policy or exercise the powers of ministers. Policy matters are decided by Ministers on advice from officials, with most of the overarching policy developed by DfT. The Board gives strategic focus by advising on the operational implications and effectiveness of policy proposals. It operates by delegating several of its responsibilities to sub-committees.

All members of the Board and its sub-committees are subject to the Code of Conduct for Board Members of Public Bodies.

ATE's Board

Name	Title	Start Date/Finish Date
Chris Boardman	National Active Travel Commissioner and Chair of the Board	1st August 2022 to N/A
David Bunch	Non-Executive Director	1st March 2023 to 1st March 2025
Karen Agbabiaka	Non-Executive Director and Chair of the Remuneration Committee	1st March 2023 to 1st March 2026
Ilona Blue	Non-Executive Director and Chair of the Audit and Risk Committee	31st August 2023 to 30th August 2027
Isabelle Clement	Non-Executive Director	1st March 2023 to 1st March 2026
Phil Jones	Non-Executive Director	1st March 2023 to 1st March 2027
Danny Williams	Chief Executive Officer	1st August 2022 to N/A
Louise Wilkinson	Chief Operating Officer	1st August 2022 to N/A
Nathan Phillips	DfT Director of Shareholdings – Advisory Member	9th October 2023 to 28th February 2024
	Independent Sponsor Director	31st March 2024 to 9th October 2025
Members of the DfT Sponsorship Team		1st August 2022 to N/A

Audit, Risk & Assurance Committee

The role of the Audit and Risk Committee (ARC) is to support the Board and Accounting Officer by providing an independent view of the agency's financial, risk and control arrangements and to review and make recommendations on the approval of the accounts. The committee will target areas it considers the greatest risk, scrutinise decision making processes, and provide assurance over ATE's risks management framework. In addition, it will oversee the internal and external audit programmes. The Committee met five times in the 2023-24 financial year.

Nominations and Remuneration Committee

The Committee meets at least annually and is responsible for ensuring satisfactory systems for developing leadership and identifying high potential individuals, alongside scrutinising the incentive structure and succession planning for the board and senior leadership. It advises the Board of its findings, for formal consideration of its recommendations. The committee has met twice in the 2023/24 financial year.

Executive Committee

ExCo is the senior leadership of the agency and steers ATE's vision and objectives within the overall context set by Ministers, considering steers from the Board. It maintains strategic oversight, and manages risks, plans, policies, delivery commitments and performance.

The Committee sets the leadership expectations, culture and tone for ATE, and makes collective decisions on corporate issues to facilitate the smooth running of the organisation. Productivity and efficiency are at the heart of delivery decisions. The Committee scrutinises decisions through a productivity and efficiency lens to ensure its asks are contributing to ATE's Business Plan and offer value for money. This includes challenging the status quo on delivery to ensure continuous improvement.

During the 2023/24 financial year regular attendees included the CEO, Chief Operating Officer, Directors and Heads of teams. The ExCo meet monthly and have met twelve times during 2023/24. This Committee undertook a Review of Effectiveness in April 2023.

Investment Programme Board (IPB)

The IPB is a sub-committee of ExCo and reports to it on a regular basis. A major proportion of ATE's operational delivery is undertaken by third parties. IPB is responsible for the management of this programme of investments. In addition, the IPB will scrutinise and make recommendations to ExCo on investment decisions for new schemes and change control for existing schemes within ATE's delegation, and as set out in the terms of reference. An effectiveness review was undertaken in January 2024 which recommended improved timeliness of briefings, a rotation of the secretariat and a review of delegations to ensure focus on material issues.

People Committee

The People Committee is a sub-committee of ExCo. It acts with delegated authority on behalf of ExCo for people-related issues focusing on grades 6 and below.

The Committee aims to channel all the key people issues that affect the whole organisation into one forum, escalating to ExCo as appropriate.

It provides leadership on diversity and inclusion, recruitment and retention, the health and wellbeing of staff and the effective implementation of ATE's people strategy, ensuring a consistent approach across the organisation.

Data Digital and Analysis Board (DDAB)

The Data, Digital and Analysis Board (DDAB) is a sub-committee of the ATE Executive Committee (ExCo).

DDAB is responsible for the oversight and strategic decisions of all end-to-end digital and data solutions and research agenda, ensuring that the impact of any design decision is understood across the organisation.

This is to ensure ATE maintains a coherent and complete perspective of the end-to-end design that will be undertaken across the Digital & Data Roadmap, as well as a coherent research agenda.

Decisions will include the commissioning and prioritisation of digital, data or analysis requirements to meet the needs of the department.







Board and Committee Attendance

The attendance at Board meetings in the reporting period was as follows:

Board Member	ATE Board	ATE Audit & Risk Committee (ARC)	Remuneration Committee	ATE Executive Committee (ExCo)
Chris Boardman	4/4	N/A	N/A	N/A
*David Bunch	3/4	2/2	N/A	N/A
Karen Agbabiaka	4/4	N/A	2/2	N/A
Isabelle Clement	4/4	5/5	N/A	N/A
Phil Jones	1/1	N/A	N/A	N/A
Danny Williams	4/4	5/5	2/2	12/12
Louise Wilkinson	3/4	5/5	2/2	12/12
Ilona Blue	*2/2	3/3	N/A	N/A
Nathan Phillips	****2/2	N/A	N/A	N/A
DfT Sponsorship Team	4/4	N/A	N/A	N/A

*David Bunch was interim ARC Chair from 1 March 2023 – 20 August 2023

**Ilona Blue was appointed as ARC Chair from 21 August 2023

***Ilona Blue attended the 31 July Board meeting as an observer

****Nathan Phillips attended 8 June and 31 July Board meetings in an ex-officio capacity prior to his appointment as Sponsor Director from 9 October 2023

Board Effectiveness

During 2023/24 the Board improved its diversity and skills by appointing two new members, Ilona Blue was appointed on the 21 August 2023 and Nathan Phillips on the 9 October 2023. The Board meets regularly with the Commissioner who assesses their performance to ensure we gain greatest value from their external perspectives and experience, and the Chief Executive agrees specific targets and success criteria with each Executive Team member at the start of each year and reviews progress against these with them regularly.

The Board will undertake an annual self-assessment of its performance and capability, and will agree an annual action plan to respond to its conclusions. The Board will also periodically seek assurance from an independent external assessor to ensure the results of its annual self-assessment present a fair and accurate reflection of its performance and capability.

Managing our risks

ATE has an established risk policy which defines our approach to risk identification, management and escalation. It also outlines the tools

we will use to effectively manage our risks.

The risk policy aligns with the direction set out in DfT policy and the HMT Orange Book. It is also compliant with the Financial Reporting Council's Corporate Governance Code.

ATE is committed to making sure we have appropriate risk management frameworks to assess and manage uncertainties, threats and opportunities. We employ the three lines of defence model and each individual directorate maintains their own risk register. These risks are tiered with key risks reported to ExCo on a regular basis. All risks are reviewed on a quarterly basis, as a minimum, to ensure they are appropriately addressed, and the overall effectiveness of our risk management framework is overseen by the ARC. Where appropriate we refer our key risks to DfT. The Executive Committee, Board, and Audit and Risk Committee receive regular updates of our risks and mitigation strategies.

Key risks in 2023-24 were:

1. **Statutory consultee** – ensuring that we had sufficient impact on improving the active travel provision within new developments
2. **Data** – ensuring we had sufficient processes and technology to collect and understand the right data to meet our KPIs and objectives
3. **Recruitment and retention** – ensuring we had the right staff with the right skills to deliver our key functions
4. **Inspectorate** – ensuring we designed toolkits and tools, and delivered inspections to a high standard to have a positive long-term influence on local authority active travel infrastructure
5. **Bikeability** – ensuring we had sufficient certainty of funding, and support to offer cycle training to all schoolchildren

Shared Services

Arvato Bertelsmann are the current service providers of back office shared services for DfT and various arms-length bodies including ATE. Contract management and service performance are managed by a DfT programme team who also provide a level of assurance that Shared Services Arvato (SSA) are meeting their contractual obligations.

Business Rules

ATE has introduced a set of business rules for budget holders. These set out all the key controls they are expected to understand and apply. This document is based on our framework agreement and was developed to increase understanding and monitor compliance with key controls. We have undertaken monitoring against each area and have found no areas of non-compliance. We will look to develop further monitoring in 2024/25.

Financial and Commercial Control

ATE was delegated a budget and set a plan to deliver against this at the start of its reporting year. Performance is monitored against this plan monthly by the finance team and is reported to the ExCo. This year we have established monthly business challenge sessions to review finance, risk and performance. During the year financial performance, including risks and opportunities, were considered and reviewed. Our Finance Team undertake a series of regular monthly checks to ensure the accuracy of the financial records.

Our procurement activity is undertaken by DfT commercial staff on our behalf. We have adopted their policies and delegated approvals ensuring our procurement is compliant with legislation and Cabinet Office controls.

Management Assurance

The Chief Operating Officer completes the DfT-led Management Assurance report on the full range of delegations, policies and procedures laid down by the agency and the Department, the adequacy of the arrangements within the agency. This is approved by the Accounting Officer and the Audit and Risk Committee before submission to DfT. In 2023-24 we have seen an improvement in our ratings across 14 areas, with only three rated as limited. We have agreed a set of remedial actions to focus improvements as the agency continues to grow.

Functional Standards

Functional standards exist to create a coherent, effective and mutually understood way of doing business within government organisations and across organisational boundaries. They provide a stable basis for assurance, risk management and capability improvement.

ATE's framework document sets out that ATE should adopt the Civil Service Functional Standards where it has its own stand-alone functions or will receive group wide services from the department for these functions which will adopt the standards. ATE has undertaken an assessment against compliance with the functional standard and agreed with DfT ownership and controls where we seek reliance for group wider services. Our assessment against the standards concluded partial compliance against the Counter Fraud and Grants standard and action plans have been agreed for 2024/25.

Fraud, Bribery and Whistleblowing

ATE has developed its own policy and approach to managing fraud with the support of an advisory review from Government Internal Audit Agency (GIAA) We have partially met the functional standards outlined by the Public Sector Fraud Authority and are committed to working in 2024/25 to evolve our policies and procedures to ensure they meet the needs of us as an agency. In 2023/24 we had no reported cases of fraud or error.



We have developed further procedures supporting anti-corruption, bribery and fraud and whistleblowing that work for us as an agency and meet the standards expected. We are committed to managing this risk and require all staff to act honestly and with integrity, and in 2023/24 had no reported whistleblowing cases.

External Review

The Comptroller and Auditor General (C&AG) is appointed in legislation as the statutory auditor of ATE's financial accounts. NAO's financial audit work and their conclusions are described in the Certificate and Report of the Comptroller and Auditor General.

The C&AG also has statutory audit access rights to report to Parliament at his own discretion on how the agency has used its resources to discharge its functions. The Public Accounts Committee frequently draws on these reports to hold inquiries. The agency had one report in the reporting period, Active Travel in England, June 2023 – a review of whether ATE and DfT is set up to achieve its ambitions for increased walking, wheeling and cycling in England by 2025.

The recommendations identified are constructive in nature. We have accepted the recommendations identified through NAO's performance audit work and is working with DfT and NAO to agree the implementation and closure of these recommendations.

Internal Audit

Our internal audit services are provided by GIAA, an Executive Agency of HM Treasury. The team operate to agreed Public Sector Internal Audit Standards and comply with procedures and standards set by the GIAA.

Internal audits provide independent and objective judgements and impartial, unbiased advice and opinion on the adequacy and effectiveness of our framework of governance, risk management and control. Recommendations are made and actions agreed by management to make improvements, address identified areas of risk or to enhance controls.

GIAA uses a standardised classification system for reviews, and for its annual assurance rating. It has four classifications – Unsatisfactory, Limited, Moderate and Substantial.

GIAA undertook five reviews in 2023/24, two advisory engagements covering governance and in supporting the delivery of an organisational Fraud Risk Assessment, providing no formal assurance rating, and three other reviews. Two of these engagements – 'Key Financial Controls', and 'Statutory Consultee – Case Management Solution', provide a Moderate level of assurance, and one engagement – 'Inspectorate Function' was assessed as Limited.

For this engagement, internal audit found a need to develop clear procedures and guidance and improve record retention.

We have made good initial progress in delivering against these recommendations and GIAA will be providing a follow up engagement in 2024/25 to assess the level of improvement.

The GIAA Head of Internal Audit's annual opinion provides 'Moderate' assurance regarding the overall adequacy and effectiveness of corporate governance, risk management and internal control arrangements at ATE in 2023-2024. This is the first year we have received and overall assurance rating.

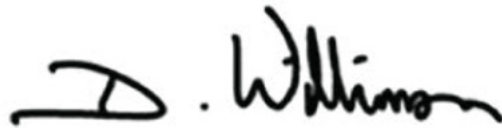
Oversight of the overall work plan of internal audit, the recommendations of the reports and our progress in delivering against these recommendations is overseen by the Audit and Risk Committee.

Accounting Officer Conclusion

As Accounting Officer, I have responsibility for reviewing the effectiveness of the system of internal control. ATE has developed one which supports the delivery of our aims and objectives while safeguarding public funds in accordance with HM Treasury's Managing Public Money.

I am content that the mechanisms in place to manage risks are sufficient and that the corporate controls are well understood, performance is monitored and continually developed as the organisation has grown. I take assurances from the oversight at our Audit and Risk Committee

I am also pleased to have received the GIAA's annual opinion of 'Moderate', and I am in agreement with them, that ATE operated within an effective internal control environment during the reporting period and there have been no accountability breaches or issues in the reporting period.



Danny Williams,
Chief Executive and Accounting Officer, 26 July 2024



Remuneration and Staff Report

This section provides details on our remuneration policy, benefits and staff numbers that Parliament considers key to accountability.



Remuneration Policy

The remuneration of Senior Civil Servants (SCS) is set by the Prime Minister following independent advice from the Senior Salaries Review Body. The review body takes account of the evidence it receives about wider economic considerations and the affordability of its recommendations. Further information about the work of the review body can be found at Office of Manpower Economics.

We have our own remuneration committee in line with board best practice, chaired by a non-executive director. Further details can be found within the Governance Statement.

Service Contracts

Civil Service appointments are made in accordance with the Civil Service Commissioners' Recruitment Code. It requires appointments to be based on fair and open competition but also includes the circumstances when appointments may otherwise be made. Unless otherwise stated below, the officials covered by this report hold appointments that are open-ended.

Early termination, other than for misconduct, would result in the individual receiving compensation as set out in the Civil Service Compensation Scheme. The standard period of notice to be given by directors is three months.

Remuneration (including salary) and pension entitlements (audited)

The following sections provide details of the remuneration and pension interests of the most senior officials, including board members and directors of the agency.

Single total figure of remuneration (audited).

	Salary/ Fees £'000	Bonus Payment £'000	Pension benefits £'000 ³	Total remuneration £'000	Total remuneration £'000
Name	2023-24	2023-24	2023-24	2023-24	2022-23 (8 Months)
Executive directors of the ATE Board					
Danny Williams CEO	135-140	0-5	-	140-145	115-120 (175-180 FYE)
Louise Wilkinson COO	85-90	5-10	-	90-95	75-80 (110-115 FYE)
Non-executive directors of the ATE Board					
David Bunch	5-10	-	-	5-10	0-5
Karen Agbabiaka	5-10	-	-	5-10	0-5
Isabelle Clement	5-10	-	-	5-10	0-5
Phil Jones	5-10	-	-	5-10	0-5
Ilona Blue ¹	0-5 (5-10 FYE)	-	-	0-5	-
Nathan Phillips ²	-	-	-	-	-
Chair of the ATE Board					
Chris Boardman	80-85	-	-	80-85	55-60 (80-85 FYE)

[1] Appointed 21 August 2023.

[2] Appointed 9 October 2023.

[3] Accrued pension benefits for directors are not included in this table for 2023/24 due to an exceptional delay in the calculation of these figures following the application of the public service pension remedy.

Salary

'Salary' includes gross salary, overtime, reserved rights to London weighting or London allowances, recruitment and retention allowances, and any other allowance to the extent that it is subject to UK taxation. This report is based on accrued payments made by the agency and thus recorded in these accounts.

Benefits in kind

The monetary value of benefits in kind covers any benefits provided by the agency and treated by HM Revenue and Customs as a taxable emolument.

During the year to 31 March 2024, no benefits in kind were paid to staff, or non-executive directors.

Bonuses

For Senior Civil Servants, bonuses are based on performance levels attained, and are made as part of the appraisal process. Bonuses are paid in arrears and relate to the performance in the previous year, in which it is payable to the individual. Senior Civil Servants are also eligible to be nominated for 'In-year' awards, which are awarded quarterly to the maximum value of £2,000.



Fair pay disclosures (audited)

Reporting bodies are required to disclose the relationship between the remuneration of the highest-paid director in their organisation and the median, 25th percentile and 75th percentile remuneration of the organisation's workforce.

Salary and allowances for the highest paid director increased by 8% in 2023-24 when compared to 2022-23, the average salary paid to ATE employees increased by 2%. The lower average increase in ATE employee salary is due to a higher proportion of staff now employed at lower grades.

Performance bonus for the highest paid director was unchanged (movement 0.0%) in 2023/24 when compared to 2022/23, whilst for the average performance bonus paid to ATE employees increased by 27% on an annualised basis. As ATE staffing levels have grown in 2023/24 and the organisation matures the higher levels of bonuses reflect the breadth of work delivered and the promotion of our overall reward offer with staff.

Year	Total remuneration		Salary component only	
	2023-24	2022-23	2023-24	2022-23
Banding of highest paid director £'000	140-145	125-130	135-140	125-130
25th percentile pay ratio	3.47	3.23	3.37	3.23
25th percentile remuneration of workforce	41,008	39,428	40,808	39,428
Median pay ratio	2.70	2.54	2.64	2.54
Median remuneration of workforce	52,747	50,238	51,997	50,238
75th percentile pay ratio	2.36	2.01	2.35	2.01
75th percentile remuneration of workforce	60,356	63,496	58,628	63,496

The banded remuneration of the highest paid executive board member in ATE, in the financial year 2023-24, was £140,000-£145,000 (2022-23 £125,000 to £130,000 FYE). This was 2.70 times the median full-time equivalent remuneration of the workforce, which was £52,747. In 2022-23 the pay ratio between the highest paid director and the median employee was slightly lower at 2.54. This increase in ratio was due to a higher agreed pay award for the director than average staff, and a slight increase in staff at lower grades within the organisation reducing our median pay.

The ratios are calculated by taking the midpoint of the banded remuneration of the highest paid director and calculating the ratio between this and the lower quartile, median and upper quartile remuneration of ATE's staff. This ratio is based on the full-time equivalent staff of ATE at the end of March on an annualised basis.

In 2023-24 full-time equivalent remuneration ranged from £8,000 (for our non-executive directors) to £154,000 (2022-23 - £8,000 to £138,000). Non-executive director FTE equivalent remuneration has been determined in line with paragraph 3.18 of the Hutton Report and is calculated on their monthly time commitment rather than on an extrapolated daily rate. Total pay and benefits includes salary, allowances, performance pay or bonuses payable and benefits in kind. It does not include severance payments, employer pension contributions and the cash equivalent transfer value of pensions.

In 2023-24, two employees received remuneration in excess of the highest paid director on an annualised basis. Both roles were specialist contractors employed on short term contracts.

Pension entitlements (audited)

The figures given below have been supplied by My Civil Service Pension (MyCSP), the pension administrator for the agency staff. Accrued pension benefits for directors are not included in this table for 2023/24 due to an exceptional delay in the calculation of these figures following the application of the public service pension remedy.

Name	Accrued pension at 31 March 2024 and related lump sum £'000	Real increase in pension and related lump sum at pension age £'000	CETV ¹ at 31 March 2024 £'000	CETV ¹ at 31 March 2023 (8 Months) £'000	Real increase in CETV ¹ £'000
Danny Williams	-	-	-	24	
Louise Wilkinson	-	-	-	161	

[1] CETV = Cash Equivalent Transfer Value

Civil Service Pensions

Pension benefits are provided through the Civil Service pension arrangements. From 1 April 2015 a new pension scheme for civil servants was introduced – the Civil Servants and Others Pension Scheme (CSOPS) or alpha, which provides benefits on a career average basis with a pension age from age 65 or State Pension age (whichever is later). From that date all newly appointed civil servants and the majority of those already in service joined alpha.

Before that date, civil servants participated in the Principal Civil Service Pension Scheme (PCSPS). The PCSPS has four sections: three providing benefits on a final salary basis (classic, premium or classic plus) with a normal pension age of 60, one providing benefits on a whole career basis (nuvos) with a normal pension age of 65.

These statutory arrangements are unfunded with the cost of benefits met by monies voted by Parliament each year.

Pensions payable under classic, premium, classic plus, nuvos and alpha are increased annually in line with Pensions Increase legislation. Existing members of the PCSPS who were within 10 years of their normal pension age on 1 April 2012 remained in the PCSPS after 1 April 2015. Those who were between 10 years and 13 years and five months from their normal pension age on 1 April 2012 switch into alpha sometime between 1 June 2015 and 1 February 2022.

Because the government plans to remove discrimination identified by the courts in the way that the 2015 pension reforms were introduced for some members, it is expected that, in due course, eligible members with relevant service between 1 April 2015 and 31 March 2022 may be entitled to different pension benefits in relation to that period (and this may affect the CETV shown in this report).

All members who switch to alpha have their PCSPS benefits 'banked', with those with earlier benefits in one of the final salary sections of the PCSPS having those benefits based on their final salary when they leave alpha. (The pension figures quoted for officials show pension earned in PCSPS or alpha – as appropriate. Where the official has benefits in both the PCSPS and alpha the figure quoted is the combined value of their benefits in the two schemes).

Members joining from October 2002 may opt for either the appropriate defined benefit arrangement or a defined contribution (money purchase) pension with an employer contribution (Partnership Pension account).

Employee contributions are salary-related and range between 4.6% and 8.05% for members of classic, premium, classic plus, nuvos and alpha. Benefits in classic accrue at the rate of 1/80th of final pensionable earnings for each year of service. In addition, a lump sum equivalent to three years' initial pension is payable on retirement. For premium, benefits accrue at the rate of 1/60th of final pensionable earnings for each year of service. Unlike classic, there is no automatic lump sum. Classic plus is essentially a hybrid, with benefits for service before 1 October 2002 calculated broadly as per classic and benefits for service from October 2002 worked out as in premium. In nuvos a member builds up a pension based on their pensionable earnings during their period of scheme membership. At the end of the scheme year (31 March) the member's earned pension account is credited with 2.3% of their pensionable earnings in that scheme year and the accrued pension is uprated in line with Pensions Increase legislation.

Benefits in alpha build up in a similar way to nuvos, except that the accrual rate is 2.32%. In all cases members may opt to give up (commute) pension for a lump sum up to the limits set by the Finance Act 2004.

The Partnership Pension account is an occupational defined contribution pension arrangement which is part of the Legal & General Mastertrust. The employer makes a basic contribution of between 8% and 14.75% (depending on the age of the member). The employee does not have to contribute, but where they do make contributions, the employer will match these up to a limit of 3% of pensionable salary (in addition to the employer's basic contribution). Employers also contribute a further 0.5% of pensionable salary to cover the cost of centrally provided risk benefit cover (death-in-service and ill-health retirement).

The accrued pension quoted is the pension the member is entitled to receive when they reach pension age, or immediately on ceasing to be an active member of the scheme if they are already at or over pension age. Pension age is 60 for members of classic, premium and classic plus, 65 for members of nuvos, and the higher of 65 or State Pension Age for members of alpha. (The pension figures quoted for officials show pension earned in PCS or alpha – as appropriate. Where the official has benefits in both the PCS and alpha the figure quoted is the combined value of their benefits in the two schemes but note that part of that pension may be payable from different ages). Further details about the civil service pension arrangements can be found at the website: www.civilservicepensionscheme.org.uk.



Cash Equivalent Transfer Values (CETV)

A CETV is the actuarially assessed capitalised value of the pension scheme benefits accrued by a member at a particular point in time. The benefits valued are the member's accrued benefits and any contingent spouse's pension payable from the scheme. A CETV is a payment made by a pension scheme or an arrangement to secure pension benefits in another pension scheme or an arrangement when the member leaves a scheme and chooses to transfer the pension benefits they have accrued in their former scheme.

The pension figures shown relate to the benefits that the individual has accrued as a consequence of their total membership of the pension scheme, not just their service in a senior capacity to which disclosure applies.

The figures include the value of any pension benefit in another scheme or arrangement, which the member has transferred to the civil service pension arrangements. They also include any additional pension benefit accrued to the member as a result of their buying additional pension benefits at their own cost.

CETVs are calculated in accordance with the Occupational Pension Schemes (Transfer Values) (Amendment) Regulations 2008 and do not take account of any actual or potential reduction to benefits resulting from Lifetime Allowance Tax, which may be due when pension benefits are taken.



The real increase in CETV

The real increase in CETV reflects the increase in CETV that is funded by the employer. It does not include the increase in accrued pension due to inflation or contributions paid by the employee (including the value of any benefits transferred from another pension scheme or arrangement) and uses common market valuation factors for the start and end of the period.

Staff numbers and related costs report

Staff costs comprise (audited)

	Permanent Staff £'000	Temporary Staff £'000	Total £'000 2023-24	Total £'000 2022-23 (8 Months)
Wages and salaries	4,394	412	4,806	1,257
Social security costs	497	-	497	135
Pension costs	1,121	-	1,121	293
Total costs	6,012	412	6,424	1,685

The Principal Civil Service Pension Scheme (PCSPS) and the Civil Servants and Others Pension Scheme (CSOPS), known as "alpha", are unfunded multi-employer defined benefit schemes, but we are unable to identify ATE's share of the underlying assets and liabilities. The scheme actuary valued the PCSPS as it was at 31 March 2012. Details can be found in the Accounts of the Cabinet Office: Civil Superannuation. (<https://www.civilservicepensionscheme.org.uk/knowledge-centre/resources/resource-accounts/>).

For 2023-24, employer's contributions of £1.121 million were payable to the PCSPS at one of four rates in the range 26.6% to 30.3% of pensionable pay, based on salary bands. The scheme's actuary reviews employer contributions every 4 years following a full scheme valuation. The contribution rates are set to meet the cost of the benefits accruing during 2023-24 to be paid when the member retires and not the benefits paid during this period to existing pensioners.

Employees can opt to open a partnership pension account, a stakeholder pension with an employer contribution. There are currently no employees with partnership pension schemes.

Average staff numbers (audited)

The average number of full-time equivalent staff employed during the year ending 31 March 2024 is as follows:

	Permanent Staff	Temporary Staff	Total 2023-24	Total 2022-23 (8 Months)
Directly employed	78.3	-	78.3	31
Others	-	4.4	4.4	3
Total	78.3	4.4	82.7	34

Staff composition

The breakdown of staff composition, by gender, of the average staff employed in the year ending 31 March 2024 is as follows:

	Male	Female	Total 2023-24	Total 2022-23 (8 Months)
Senior civil servant	4	1	5	4
All other staff	42.6	35.1	77.7	30
Total Staff	46.6	36.1	82.7	34

Staff turnover

The overall staff turnover rate for the year ending 31 March 2024 was 8%.

Sickness absence

Over the 2023-24 financial year, the sickness absence rates were on average 0.87%.

Business Appointment Rules

Approval is required if any employee wishes to leave the department to accept a job offer made by a person, company or firm with whom the employee formed a relationship during the course of their official duties.

This applies for up to two years after an employee has left our employment.

ATE follow the DfT policy, with approval given by the Permanent Secretary for SCS grades, and group HR Director for delegated grades.

Staff policies

- We value equality and diversity in employment. We are committed to developing an organisation in which fairness and equality of opportunity are central to our business and working relationships
- All our staff and job applicants have the right to be treated equally and fairly in all aspects of employment including recruitment, promotion and training, regardless of their sex, gender identity, disability, marital status, race, colour, ethnic or national origin, sexual orientation, age, religion or belief, employment status, working patterns, caring responsibility and trade union membership, union office or trade union activities
- We provide support and access to workplace adjustments for all applicants, incoming staff and existing staff who need them. We regularly communicate the process for accessing workplace adjustment and all our line managers are expected to complete mandatory learning on understanding and making provision for staff who need adjustments
- We want all staff to be treated with dignity and respect and it is as important that our staff believe they are being treated equally and fairly. Our work continues through our People Plan actions and staff engagement activities towards creating and maintaining a workplace environment, which is free from abuse, offensive behaviour, harassment, bullying, prejudice, discrimination and victimisation
- We value having a diverse workforce and we are committed to recruiting, retaining and promoting the best available people. The agency's business success is dependent upon harnessing all the talents that its staff bring and recognises that the organisation needs to be flexible to allow everyone to make the best contribution they can, by training, development and advancement

Consultancy expenditure

In 2023/24, we spent £135,914 on consultancy and advice services. This was made up of a number of small contracts to provide external support on planning, inspectorate and corporate functions.



Agency and off-payroll engagements

We provide information about appointments of consultants or staff that last longer than six months and where the individuals earn more than £245 per day, where we pay by invoice rather than through the payroll.

Between 1 April 2023 and 31 March 2024, ATE engaged seven staff on an interim basis via an agency. All existing off-payroll engagements, as reported below, have been subject to a risk-based assessment as to whether assurance is required that the individual pays the right amount of tax and, where necessary, that assurance has been sought.

Highly paid off-payroll worker engagements as at 31 March, earning £245 per day or greater	31 March 2024	31 March 2023 (8 months)
Number of existing engagements as of 31 March Of which:	5	1
Number that have existed for less than one year	5	1
Number that have existed for between one and two years	-	-
Number that have existed for between two and three years	-	-
Number that have existed for between three and four years	-	-
Number that have existed for four or more years	-	-

All highly paid off-payroll workers engaged at any point during the year, earning £245 per day or greater	31 March 2024	31 March 2023 (8 months)
Number of temporary off-payroll workers engaged during the year. Of which:	7	1
Not subject to off-payroll legislation	5	1
Subject to off-payroll legislation and determined as in-scope of IR35	-	-
Subject to off-payroll legislation and determined as out-of-scope of IR35	2	-
Number of engagements reassessed for compliance or assurance purposes during the year. Of which:	-	-
Number of engagements that saw a change to IR35 status following review	-	-

During 2023-24, there were no off-payroll engagements of board members and/or senior officials with significant financial responsibility and there were no engagements of off-payroll workers where the status was disputed under provisions in the off-payroll legislation.

Exit packages (audited)

During 2023-24, there were no exit packages paid out.

Trade Union facility time

We had no employees who were trade union officials in the reporting year.

Parliamentary Accountability and Audit Report (audited)

Regularity of expenditure

We have complied with the regularity of expenditure requirements as set out in HM Treasury guidance.

Losses and special payments

There were no losses, special payments or exit packages that are required to be disclosed per HM Treasury Guidance.

Fees and charges

We do not set any fees or charges.

Remote content liabilities

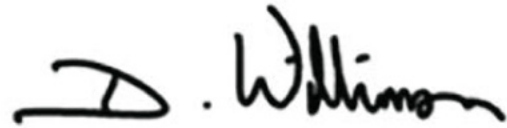
There are no remote contingent liabilities.

Gifts

No gifts were given or received over the reporting period.

Functional Standards

Our approach to meeting the functional standards is on page 48.



Danny Williams,
**Chief Executive and Accounting
Officer, 26 July 2024**



The Certificate and Report of the Comptroller and Auditor General to the House of Commons

Opinion on financial statements

I certify that I have audited the financial statements of Active Travel England for the year ended 31 March 2024 under the Government Resources and Accounts Act 2000.

The financial statements comprise Active Travel England's;

- Statement of Financial Position as at 31 March 2024;
- Statement of Comprehensive Net Expenditure, Statement of Cash Flows and Statement of Changes in Taxpayers' Equity for the year then ended; and
- the related notes including the significant accounting policies.

The financial reporting framework that has been applied in the preparation of the financial statements is applicable law and UK adopted international accounting standards.

In my opinion, the financial statements:

- give a true and fair view of the state of Active Travel England's affairs as at 31 March 2024 and its net expenditure for the period for the year then ended; and

- have been properly prepared in accordance with the Government Resources and Accounts Act 2000 and HM Treasury directions issued thereunder.

Opinion on regularity

In my opinion, in all material respects, the income and expenditure recorded in the financial statements have been applied to the purposes intended by Parliament and the financial transactions recorded in the financial statements conform to the authorities which govern them.

Basis for opinions

I conducted my audit in accordance with International Standards on Auditing (UK) (ISAs UK), applicable law and Practice Note 10 Audit of Financial Statements and Regularity of Public Sector Bodies in the United Kingdom (2022). My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of my certificate.

Those standards require me and my staff to comply with the Financial Reporting Council's Revised Ethical Standard 2019.

I am independent of Active Travel England in accordance with the ethical requirements that are relevant to my audit of the financial statements in the UK. My staff and I have fulfilled our other ethical responsibilities in accordance with these requirements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Conclusions relating to going concern

In auditing the financial statements, I have concluded that Active Travel England's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work I have performed, I have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on Active Travel England's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

My responsibilities and the responsibilities of the Accounting Officer with respect to going concern are described in the relevant sections of this certificate.

The going concern basis of accounting for Active Travel England is adopted in consideration of the requirements set out in HM Treasury's Government Financial Reporting Manual, which requires entities to adopt the going concern basis of accounting in the preparation of the financial statements where it is anticipated that the services which they provide will continue into the future.

Other information

The other information comprises information included in the Annual Report, but does not include the financial statements and my auditor's certificate and report thereon. The Accounting Officer is responsible for the other information.

My opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in my certificate, I do not express any form of assurance conclusion thereon.

My responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If I identify such material inconsistencies or apparent material misstatements, I am required to determine whether this gives rise to a material misstatement in the financial statements themselves.

If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

I have nothing to report in this regard.

Opinion on other matters

In my opinion the part of the Remuneration and Staff Report to be audited has been properly prepared in accordance with HM Treasury directions issued under the Government Resources and Accounts Act 2000.

In my opinion, based on the work undertaken in the course of the audit:

- the parts of the Accountability Report subject to audit have been properly prepared in accordance with HM Treasury directions issued under the Government Resources and Accounts Act 2000;
- the information given in the Performance and Accountability Reports for the financial year for which the financial statements are prepared is consistent with the financial statements and is in accordance with the applicable legal requirements.

Matters on which I report by exception

In the light of the knowledge and understanding of Active Travel England and its environment obtained in the course of the audit, I have not identified material misstatements in the Performance and Accountability Reports.

I have nothing to report in respect of the following matters which I report to you if, in my opinion:

- adequate accounting records have not been kept by Active Travel England or returns adequate for my audit have not been received from branches not visited by my staff; or
- I have not received all of the information and explanations I require for my audit; or
- the financial statements and the parts of the Accountability Report subject to audit are not in agreement with the accounting records and returns; or
- certain disclosures of remuneration specified by HM Treasury's Government Financial Reporting Manual have not been made or parts of the Remuneration and Staff Report to be audited is not in agreement with the accounting records and returns; or
- the Governance Statement does not reflect compliance with HM Treasury's guidance.

Responsibilities of the Accounting Officer for the financial statements

As explained more fully in the Statement of Accounting Officer's Responsibilities, the Chief Executive as Accounting Officer is responsible for:

- maintaining proper accounting records;
- providing the C&AG with access to all information of which management is aware that is relevant to the preparation of the financial statements such as records, documentation and other matters;
- providing the C&AG with additional information and explanations needed for his audit;
- providing the C&AG with unrestricted access to persons within Active Travel England from whom the auditor determines it necessary to obtain audit evidence;
- ensuring such internal controls are in place as deemed necessary to enable the preparation of financial statements to be free from material misstatement, whether due to fraud or error;
- preparing financial statements which give a true and fair view and are in accordance with HM Treasury directions issued under the Government Resources and Accounts Act 2000;

- preparing the annual report, which includes the Remuneration and Staff Report, in accordance with HM Treasury directions issued under the Government Resources and Accounts Act 2000; and
- assessing Active Travel England's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Accounting Officer anticipates that the services provided by Active Travel England will not continue to be provided in the future.

Auditor's responsibilities for the audit of the financial statements

My responsibility is to audit, certify and report on the financial statements in accordance with the Government Resources and Accounts Act 2000.

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a certificate that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Extent to which the audit was considered capable of detecting non-compliance with laws and regulations, including fraud

I design procedures in line with my responsibilities, outlined above, to detect material misstatements in respect of non-compliance with laws and regulations, including fraud. The extent to which my procedures are capable of detecting non-compliance with laws and regulations, including fraud is detailed below.

Identifying and assessing potential risks related to non-compliance with laws and regulations, including fraud

In identifying and assessing risks of material misstatement in respect of non-compliance with laws and regulations, including fraud, I:

- considered the nature of the sector, control environment and operational performance including the design of Active Travel England's accounting policies;
- inquired of management, the internal audit function and those charged with governance, including obtaining and reviewing supporting documentation relating to Active Travel England's policies and procedures on:

- identifying, evaluating and complying with laws and regulations;
 - detecting and responding to the risks of fraud; and
 - the internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations including Active Travel England's controls relating to Active Travel England's compliance with the Government Resources and Accounts Act 2000, Managing Public Money employment law and tax legislation;
- inquired of management, the internal audit function and those charged with governance whether:
 - they were aware of any instances of non-compliance with laws and regulations;
 - they had knowledge of any actual, suspected, or alleged fraud,
 - discussed with the engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, I considered the opportunities and incentives that may exist within Active Travel England for fraud and identified the greatest potential for fraud in the following areas: posting of unusual journals, complex transactions and bias in management estimates.

In common with all audits under ISAs (UK), I am required to perform specific procedures to respond to the risk of management override.

I obtained an understanding of Active Travel England's framework of authority and other legal and regulatory frameworks in which Active Travel England operates. I focused on those laws and regulations that had a direct effect on material amounts and disclosures in the financial statements or that had a fundamental effect on the operations of Active Travel England. The key laws and regulations I considered in this context included Government Resources and Accounts Act 2000, Managing Public Money, employment law and tax legislation.

Audit response to identified risk

To respond to the identified risks resulting from the above procedures:

- I reviewed the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described above as having direct effect on the financial statements;
- I enquired of management and the Audit and Risk Committee concerning actual and potential litigation and claims;
- I reviewed minutes of meetings of those charged with governance and the Board; and internal audit reports and;

- I addressed the risk of fraud through management override of controls by testing the appropriateness of journal entries and other adjustments; assessing whether the judgements on estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

I communicated relevant identified laws and regulations and potential risks of fraud to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

A further description of my responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities.

This description forms part of my certificate.

Other auditor's responsibilities

I am required to obtain sufficient appropriate audit evidence to give reasonable assurance that the expenditure and income recorded in the financial statements have been applied to the purposes intended by Parliament and the financial transactions recorded in the financial statements conform to the authorities which govern them.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control I identify during my audit.

Report

I have no observations to make on these financial statements.

Gareth Davies
Comptroller and Auditor General
26 July 2024

National Audit Office
157-197 Buckingham Palace Road
Victoria
London
SW1W 9SP





Financial Statements

Statement of Comprehensive Net Expenditure

For the year ending 31 March 2024

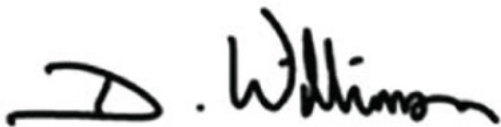
	Note	31 March 2023-24 £'000	2022-23 £'000 (8 Months)
Staff costs	2.1	6,424	1,685
Purchase of goods and services	2.2	1,923	1,097
Grants	2.3	137,300	254,189
Depreciation charges		85	26
Total operating expenditure		145,732	256,997
Net operating expenditure		145,732	256,997
Finance expense		11	4
Net expenditure for the period		145,743	257,001
Comprehensive net expenditure for the year		145,743	257,001



Statement of Financial Position

As at 31 March 2024

		Note	2023-24 £'000	2022-23 £'000
Non-current assets	Right-of-use assets	3	271	355
Total non-current assets			271	355
Current assets	Trade and other receivables	4	6,303	7,658
	Total current assets		6,303	7,659
Total assets			6,574	8,013
Current liabilities	Trade and other payables	5	8,337	6,041
	Lease liabilities	6	73	73
	Total current liabilities		8,410	6,114
Total assets less current liabilities			-1,836	1,900
Non-current liabilities	Lease liabilities	6	203	283
	Total non-current liabilities		203	283
Total assets less total liabilities			-2,039	1,616
Taxpayer's equity and other reserves:	General fund		-2,039	1,616
Total equity			-2,039	1,616



Danny Williams
Chief Executive and Accounting Officer
26 July 2024

Statement of Cash Flows

For the year ending 31 March 2024

		Note	2023-24 £'000	2022-23 £'000 (8 Months)
Cash flows from operating activities	Net operating expenditure	SOCNE	-145,732	-257,001
	Adjustments for non-cash transactions ¹		142,081	258,618
	(Increase)/decrease in trade and other receivables	4	1,355	-7,658
	Increase/(decrease) in trade and other payables and borrowings	5	2,296	6,041
	Net cash outflow from operating activities		-	-
Cash flows from investing activities	Net cash outflow from investing activities		-	-
Cash flows from financing activities	Net financing		-	-
	Net increase in cash and cash equivalents in the year before adjustment for receipts and payments to the Consolidated Fund		-	-
	Payments of amounts due to the Consolidated Fund		-	-
	Net increase/(decrease) in cash and cash equivalents in the year after adjustment for receipts and payments to the Consolidated Fund		-	-
	Cash and cash equivalents at the beginning of the year		-	-
	Cash and cash equivalents at the end of the year		-	-

1. ATE does not hold any cash and is fully funded by DfT through Deemed Supply funding.

Statement of Changes in Taxpayers' Equity

For the year ending 31 March 2024

	Note	General Fund £'000	Total Reserves £'000
Balance at 1 August 2022		-	-
Non-cash charges – auditor's remuneration	2.2	(56)	(56)
Net expenditure operating expenditure	SOCNE	257,001	257,001
Balance as adjusted by income and expense for 2022-23		256,945	256,945
Net Parliamentary Funding – deemed		(258,561)	(258,561)
Balance at 31 March 2023		(1,616)	(1,616)
Non-cash charges – auditor's remuneration	2.2	(59)	(59)
Net expenditure for the year	SOCNE	145,743	145,743
Balance as adjusted by income and expense for 2023-24		145,684	145,684
Net Parliamentary Funding – deemed		(142,029)	(142,029)
Balance at 31 March 2024		2,039	2,039

The notes on pages 77 to 90 form part of these accounts.

Notes to the Accounts

1. Statement of accounting policies

1.1 Basis of preparation

These financial statements have been prepared in accordance with the 2023-24 Government Financial Reporting Manual (FReM) issued by HM Treasury, to give a true and fair view on that basis. The accounting policies in the FReM apply UK adopted International Financial Reporting Standards (IFRS) as adapted or interpreted for the public sector.

Where the FReM permits a choice, the accounting policy which has been judged to be the most appropriate to the particular circumstances of ATE for the purpose of giving a true and fair view has been selected. The particular policies adopted by ATE are described below. They have been applied consistently in dealing with items that are considered material to the accounts.

The statements cover the year to 31 March 2024 and have been prepared in accordance with a direction given by HM Treasury in pursuance of Section 7(2) of the Government Resources and Accounts Act 2000.

1.2 Accounting convention

These accounts have been prepared on a going concern basis under the historical cost convention, modified to account for the revaluation of non-current assets, where material, at their value to the business by reference as applicable to their current costs, replacement costs or indices. There has been no revaluation of property, plant and equipment in the period due to the short life of these assets.

The financial statements are presented in pounds sterling and all values are rounded to the nearest thousand pounds (£'000). The functional currency of ATE is pounds sterling.

1.3 Segmental reporting

ATE operates as a single operating segment and therefore the segmental reporting requirements as set out by the FReM are not required.

1.4 Financing and going concern

The accounts for ATE have been prepared on the basis that ATE is a going concern. In preparing the financial statements, the Board has considered the agency's overall financial position against the requirements of International Accounting Standard (IAS) 1.

In the context of entities in the public sector, the anticipated continuation of a service in the future is normally sufficient evidence of going concern. The financial statements should be prepared on a going concern basis unless there are plans for, or no realistic alternative other than, the dissolution of ATE without the transfer of its services to another entity within the public sector.

The Board has confirmed there are currently no plans for the dissolution of ATE shown by confirmed funding until the end of the current spending review period in March 2025. Whilst ATE does not generate any cash or hold any cash and is currently in a net liability position, the board is confident that DfT will continue to directly fund ATE and meet its liabilities and obligations as they fall due for at least 12 months from the date of approval of the accounts and consequently have prepared the accounts on a going concern basis.

1.5 Depreciation

Assets with a determinable useful economic life are depreciated on a straight-line basis from the month that the asset is brought into use.

The asset categories and estimated useful lives are as follows:

Asset Class	Asset Useful Life
Furniture and Fittings	2 to 10 years
Plant and Machinery	3 to 25 years
Information Technology and Office Equipment	3 to 10 years

1.6 Leases

1.6.1 Scope and classification

In accordance with IFRS 16 Leases, contracts, or parts of a contract that convey the right to use an asset in exchange for consideration are accounted for as leases. The FReM expands the scope of IFRS 16 to include arrangements with nil consideration.

Contracts for services are evaluated to determine whether they convey the right to control the use of an identified asset, as represented by rights both to obtain substantially all the economic benefits from that asset and to direct its use. In such cases, the relevant part is treated as a lease.

ATE excludes contracts for low-value items, defined as items that cost less than £5,000 when new, provided they are not highly dependent on or integrated with other items; and contracts with a term shorter than twelve months (comprising the non-cancellable period together with any extension options that ATE is reasonably certain to exercise and any termination options that ATE is reasonably certain not to exercise).



1.6.2 Initial recognition

At the commencement of a lease ATE recognises a right-of-use asset and a lease liability.

The lease liability is measured at the payments for the remaining lease term, excluding value added tax, discounted either by the rate implicit in the lease, or, where this cannot be determined, by ATE's incremental cost of borrowing. The payments included in the liability are those that are fixed or in-substance fixed, and excludes charges arising, for example, from future rent reviews or changes in an index. For ATE, the incremental cost of borrowing is the rate advised annually by HM Treasury (3.51% for 2023 and 3.51% for 2024).

The right-of-use asset is measured at the value of the liability, adjusted for: any payments made or amounts accrued before the commencement date; lease incentives received; incremental costs of obtaining the lease; and any disposal costs, which will be required to be paid at the end of the lease. However, where the lease requires nominal consideration (a type of arrangement often described as a "peppercorn" lease), the FReM requires that the asset be measured at its existing use value.

1.6.3 Subsequent measurement

The asset is subsequently measured using the fair value model. ATE considers that the cost model is a reasonable proxy for the fair value model for leases of items other than land and property, and for leases of land and property with regular rent reviews.

The liability is adjusted for the accrual of interest, repayments, reassessments and modifications. Reassessments and modifications are measured by re-discounting the revised cash flows; the impact is reflected in the liability and either in the asset valuation or expenditure.

1.6.4 Lease expenditure

Expenditure includes interest, straight-line depreciation, any asset impairments and any change in variable lease payments not included in the measurement of the liability during the period in which the triggering event occurred. Lease payments reduce the lease liability. Rental payments for leases of low-value items or for those shorter than twelve months are expensed.



1.6.5 Estimates and judgements

For embedded leases, ATE determines the amounts to be recognised as the right-of-use asset and lease liability based on the stand-alone price of the lease and non-lease component or components.

This determination reflects the prices for leases of the underlying asset, where these are observable; otherwise ATE use other observable data, including the fair values of similar assets, or prices of contracts for similar non-lease components.

The FReM requires that right-of-use assets held under “peppercorn” leases should be measured at existing use value. These leases include historic, long-term leases as well as more recent arrangements. To identify such leases, ATE has distinguished consideration that is nominal from consideration that is low, but proportionate to the asset’s value (for example, the lease of a small area of land with few alternative uses). This distinction reflects, so far as possible, recent, observable market arrangements for comparable assets (for example, current rentals); otherwise, based on ATE’s own arrangements.

Where, for peppercorn leases, existing use value is required, this is calculated using market value rentals provided by external property consultants, over the lease term. Market value rentals will be provided on a yearly basis.

1.7 Other payables

These are financial liabilities mostly comprising trade payables and accruals. They are recognised initially at fair value, typically the transaction price. Thereafter, where the time value of money is material, they are held at amortised cost, and derecognised on settlement.

1.8 Grants payable

Grants payable are recognised when the event or activity that gives entitlement occurs, such as milestones within the grant agreement being reached. Unringfenced grants are recognised on the occurrence of such other event giving rise to entitlement and when ATE has judged that control of funding has been lost.

Where an intermediary acts as agent in distributing grant on behalf of the agency, grants payable are recognised when the grant recipient becomes entitled to the grant. Any cash paid over ahead of that entitlement will be recognised as a receivable. Where grants cover multiple years ATE has assessed against IAS37 and will recognise a liability if there is a valid expectation that ATE will make the payment.

1.9 Pensions

Our staff are covered by the provisions of the Principal Civil Service Pension Scheme (PCSPS) and Civil Servants and Others Pension Scheme (CSOPS) as described in the Remuneration and Staff Report.

Defined benefit schemes are unfunded. ATE recognises the expected cost of these elements on a systematic and rational basis over the period during which it benefits from employees' services by payment to the PCSPS and CSOPS of amounts calculated on an accruing basis. Liability for payment of future benefits is a charge on the PCSPS/CSOPS. In respect of the defined contribution elements of the Schemes, we recognise the contributions payable for the year.

1.10 Value added tax

ATE is not separately registered for Value Added Tax (VAT) and VAT collected or paid is accounted for centrally by the DfT (Department for Transport). These accounts include irrecoverable VAT where applicable.

1.11 Use of Estimates and Judgements

The preparation of the financial statements in conformity with IFRS requires management to make judgements, estimates and assumptions that affect the application of accounting policies. The recognition policy of grants is a key area of judgement for management, and in particular in what accounting period expenditure should be recognised.

1.12 Adoption of new and revised standards

IFRS 17 Insurance Contracts becomes effective for accounting periods commencing on, or after, 1 January 2023. Adoption in central government is likely to be deferred, so it should be included in the 2025-26 FReM. The standard covers all enforceable arrangements under which an entity accepts a non-financial risk from a third party, with the option to exclude arrangements whose primary purpose is the provision of services for a fixed fee, which may be accounted for under IFRS 15. It requires an expected present value approach to measuring insurance liabilities, with an incremental amount to reflect the cost of uncertainty. ATE does not have any such arrangements.

ATE does not expect any other new, or revised standard, or interpretation to have a material impact.





2. Operating expenditure

2.1 Staff costs

	Permanent Staff £'000	Temporary Staff £'000	Total £'000 2023-24	Total £'000 2022-23 (8 Months)
Wages and salaries	4,394	412	4,806	1,257
Social security costs	497	-	497	135
Other pension costs	1,121	-	1,121	293
Total	6,012	412	6,424	1,685

2.2 Purchase of goods and services

	2023-24 £'000	2022-23 £'000 (8 Months)
Accommodation	142	50
Professional services	344	54
Consultancy	136	350
Information and communications technology	792	14
Support services	50	380
Travel and subsistence	116	36
Publicity	104	29
External auditor's remuneration and expenses	59	56
Other costs	180	128
Total	1,923	1,097

2.3 Grants

	2023-24 £'000	2022-23 £'000 (8 Months)
Active Travel Fund	46,045	207,640
Bikeability Training Programme	19,511	8,452
Capability Fund	51,344	32,910
Social Prescribing Pilot	4,454	5,011
e-Cycle Pilot	1,000	-
National Parks	1,000	-
Outreach	5,470	-
National Cycle Network	7,685	-
Other	791	176
Total	137,300	254,189
of which:		
Capital	53,730	199,939
Resource	83,570	54,250
Total	137,300	254,189

3. Right-of-use assets

	2023-24	Land and buildings £'000	Plant & equipment £'000	Total £'000
Cost or valuation	At 1 April 2023	371	10	381
	Additions	-	1	1
	At 31 March 2024	371	11	382
Depreciation	At 1 April 2023	26	-	26
	Charged in year	74	11	85
	At 31 March 2024	100	11	111
Carrying amount at 31 March 2024		271	-	271

	2022-23	Land and buildings £'000	Plant & equipment £'000	Total £'000
Cost or valuation	At 1 August 2022	-	-	-
	Additions	371	10	381
	At 31 March 2023	371	11	381
Depreciation	At 1 August 2022	-	-	-
	Charged in year	26	-	26
	At 31 March 2023	26	-	26
Carrying amount at 31 March 2023		345	10	355

4. Trade and other receivables

		2023-24 £'000	2022-23 £'000
Amounts falling due within one year:	Other receivables ¹	6,147	7,532
	Prepayments	156	126
Total		6,303	7,658

1. Includes cash held by 3rd parties to settle claims for future grant payments.

5. Trade and other payables

		2023-24 £'000	2022-23 £'000
Amounts falling due within one year:	Trade payables	2,340	159
	Accruals	5,997	5,882
Total		8,337	6,041



6. Lease liabilities

ATE has two leases. The first lease relates to its York headquarters office space, which commenced in November 2022 for a term of five-years. The second relates to a plotter printer, which commenced in February 2023 ending May 2024.

In accordance with IFRS 16, ATE recognises right-of-use assets and corresponding lease liabilities.

2023-24	Land and buildings £'000	Property, plant & equipment £'000	Total £'000
At 1 April 2023	347	9	356
Additions	-	-	-
Interest	10	-	10
Payments	-81	-9	-90
At 31 March 2024	276	-	276
Current portion	73	-	73
Non-current portion	203	-	203
At 31 March 2024	276	-	276

2022-23	Land and buildings £'000	Property, plant & equipment £'000	Total £'000
At 1 August 2022	-	-	-
Additions	371	10	381
Interest	4	-	4
Payments	-28	-1	-29
At 31 March 2023	347	9	356
Current portion	70	3	73
Non-current portion	277	6	283
At 31 March 2023	347	9	356

The leases have been discounted using the HM Treasury interest rate at the time of recognition of 3.51%.

Obligations under Leases

		Land and buildings £'000	Property, plant & equipment £'000	Total £'000 2023-24	Total £'000 2022-23
Obligations	Not later than one year	80	-	80	84
	Later than one year and not later than five years	213	-	213	300
	Later than five years	-	-	-	-
		293	0	293	384
	Less interest element	-17	-	-17	-28
Present value of obligations		276	-	276	356

Amounts recognised in the Statement of Comprehensive Net Expenditure

	2023-24 £'000	2022-23 £'000 (8 months)
Depreciation	85	26
Interest expense	11	4
Lease service charge expense	125	44
Lease VAT expense	16	6
Total	237	80



7. Financial instruments

Fair values

The carrying values of financial assets and liabilities at 31 March 2024 are considered to represent fair value. This is due to the short-term nature of the financial instruments held and carrying values of lease liabilities being based on the present value of future lease payments.

Credit risk

Credit risk is the risk of suffering financial loss, should any customers or counterparties fail to fulfil their contractual obligations. Some customers and counterparties are other public sector organisations. There is no credit risk from these organisations.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. As our cash requirements are met through funding from HM Treasury via DfT, exposure to liquidity risk is minimal.

Market risk

Market risk arises when changes in market price, such as foreign exchange rates, interest rates and equity prices, will affect their income of the value of its holding financial instruments. ATE has limited exposure to risks arising from such nature, and therefore the risk is minimal.



8. Capital and other commitments

Other financial commitments

	2023-24 £'000	2022-23 £'000
Not later than one year	125	125
Later than one year and not later than five years	-	125
Later than five years	-	-
Total	125	250

The commitments relate to a cloud-based planning case management solution.

9. Related parties

ATE is an executive agency sponsored by the Roads and Local Group (RLG) within DfT. The DfT is regarded as a related party. We apply the requirements of the FReM in respect of disclosure of related party transactions with Government and other related entities including our parent.

During the year, there were both material and minor transactions between ATE and DfT, including the provision of supply funding (£142,028m, 22-23 – £258,561m) and the supply of corporate service support (£0.447m, 22-23 – £0.416m).

In March 2024, Louise Wilkinson was appointed an independent member of Cumberland Council's Audit Committee. In the reporting period we provided grant funding to Cumberland Council of £1.439m.

This was provided at arms length, with Louise having no role in any assessments of capability or funding of the Council and a proportion of the grants awarded before she took up her role with them.

Board member remuneration is disclosed in the Remuneration and Staff Report. There are no other material transactions between our related parties and the agency during the year (22-23 – grant to Wheels of Wellbeing £0.075m).

10. Events after reporting period

There have been no events since the balance sheet date that impact on the understanding of these financial statements.

IAS 10 requires us to disclose the date on which the accounts are authorised for issue. This is the date that the Comptroller and Auditor General signs the certificate.

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