



Department  
for Transport

Department for Transport  
Great Minster House  
33 Horseferry Road  
London  
SW1P 4DR  
Tel: 0300 330 3000

Web Site: [www.gov.uk/dft](http://www.gov.uk/dft)

Our Ref: F0018786

Your Ref:

09 September 2020

Dear Matt Turner,

Thank you for your information request of 8 August. You requested the following information:

*A copy of all online proformas received from transport authorities to access tranche two of the Emergency Active Travel Fund.*

Your request has been considered under the Freedom of Information Act 2000. I am writing to confirm that the Department has now completed its search for the information.

As I explained in my letter of 8 September, the Department recommended that local authorities should publish summary versions of their tranche two proformas on their own websites. These should be available now. We are unable to release the full proformas until we have completed the assessment process and communicated the final allocations to authorities, which we expect to do shortly. We will also need to give local authorities an opportunity to redact any aspects of their proformas deemed commercially sensitive under Section 43(2) of the Freedom of Information Act: this is likely to take some time.

We will write to you again in due course once the above has been completed.

If you are unhappy with the way the Department has handled your request or with the decisions made in relation to your request you may complain within two calendar months of the date of this letter by writing to the Department's FOI Advice Team at:

E-mail: [FOI-Advice-Team-DFT@dft.gov.uk](mailto:FOI-Advice-Team-DFT@dft.gov.uk)

Please send or copy any follow-up correspondence relating to this request to the FOI Advice Team to help ensure that it receives prompt attention. Please also remember to quote the reference number above in any future communications.

Please see attached details of DfT's complaints procedure and your right to complain to the Information Commissioner.

Yours sincerely,

A handwritten signature in grey ink, reading 'Alex Beard' in a cursive style.

Alex Beard,  
Policy Advisor, Cycling and Walking

[alex.beard@dft.gov.uk](mailto:alex.beard@dft.gov.uk)

## **Your right to complain to DfT and the Information Commissioner**

You have the right to complain within two calendar months of the date of this letter about the way in which your request for information was handled and/or about the decision not to disclose all or part of the information requested. In addition a complaint can be made that DfT has not complied with its FOI publication scheme.

Your complaint will be acknowledged and you will be advised of a target date by which to expect a response. Initially your complaint will be re-considered by the official who dealt with your request for information. If, after careful consideration, that official decides that his/her decision was correct, your complaint will automatically be referred to a senior independent official who will conduct a further review. You will be advised of the outcome of your complaint and if a decision is taken to disclose information originally withheld this will be done as soon as possible.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at:

<https://ico.org.uk/make-a-complaint/official-information-concerns-report/official-information-concern/>