

A meeting of the
**West of England Combined Authority
Overview and Scrutiny Committee**

will be held on

Date: 6 December 2017

Time: 10:30am

Place: Kingswood Civic Centre, High Street, Kingswood, BS15 9TR

Notice of this meeting is given to members of the West of England Combined Authority Overview and Scrutiny Committee as follows:

Cllr Tim Ball, Bath & North East Somerset Council
Cllr Liz Richardson, Bath & North East Somerset Council
Cllr Kye Dudd, Bristol City Council
Cllr Margaret Hickman, Bristol City Council
Cllr Steve Pearce, Bristol City Council
Cllr Mark Weston, Bristol City Council
Cllr Geoff Gollop, Bristol City Council
Cllr Stephen Clarke, Bristol City Council
Cllr Paul Hughes, South Gloucestershire Council
Cllr Katherine Morris, South Gloucestershire Council
Cllr Pat Hockey, South Gloucestershire Council

Copies to:

Cllr Chris Blades, North Somerset Council
Cllr Charles Cave, North Somerset Council
Cllr Donald Davies, North Somerset Council

Cllr Brian Hopkinson, South Gloucestershire Council (substitute for Cllr Katherine Morris)

Enquiries to:

Austyn Harrison
West of England Combined Authority Office
3 Rivergate, Temple Quay, Bristol, BS1 6GD
Email: democratic.services@westofengland-ca.gov.uk

West of England Combined Authority Overview and Scrutiny Committee Agenda

YOU HAVE THE RIGHT TO:-

- Attend all WECA Overview and Scrutiny, Committee and Sub-Committee meetings unless the business to be dealt with would disclose 'confidential' or 'exempt' information.
- Inspect agendas and public reports five days before the date of the meeting
- Inspect agendas, reports and minutes of the WECA Overview and Scrutiny and all WECA Overview and Scrutiny Committees and Sub-Committees for up to six years following a meeting.
- Inspect background papers used to prepare public reports for a period public reports for a period of up to four years from the date of the meeting. (A list of background papers to a report is given at the end of each report.) A background paper is a document on which the officer has relied in writing the report.
- Have access to the public register of names, addresses and wards of all Councillors sitting on WECA Overview and Scrutiny Committees and Sub-Committees with details of the membership of all Committees and Sub-Committees.
- Have a reasonable number of copies of agendas and reports (relating to items to be considered in public) made available to the public attending meetings of WECA Overview and Scrutiny Committees and Sub-Committees.
- Copy any of the documents mentioned above to which you have a right of access. There is a charge of 15p for each side of A4, subject to a minimum charge of £4.
- For further information about this agenda or how the Council works please contact Joanna Greenwood, telephone 0117 428 6210 or e-mail: info@westofengland-ca.gov.uk

OTHER LANGUAGES AND FORMATS

**This information can be made available in other languages, in large print, braille or on audio tape.
Please phone 0117 428 6210**

Guidance for press and public attending this meeting

The Openness of Local Government Bodies Regulations 2014 mean that any member of the public or press attending this meeting may take photographs, film or audio record proceedings and may report on the meeting including by use of social media (oral commentary is not permitted during the meeting as it would be disruptive). This will apply to the whole of the meeting except where there are confidential or exempt items, which may need to be considered in the absence of the press or public.

If you intend to film or audio record this meeting please contact the Officer named on the front of the agenda papers beforehand, so that all necessary arrangements can be made.

Some of our meetings are webcast. By entering the meeting room and using the public seating areas you are consenting to being filmed, photographed or recorded. At the start of the meeting, the Chair will confirm if all or part of the meeting is to be filmed. If you would prefer not to be filmed for the webcast, please make yourself known to the camera operators.

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1. EVACUATION PROCEDURE

In the event of a fire, please await direction from the Kingswood Civic Centre staff who will help assist with the evacuation. Please do not return to the building until instructed to do so by the fire warden(s).

2. APOLOGIES FOR ABSENCE

To receive apologies for absence from Members.

3. DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011

Members who consider that they have an interest to declare are asked to: a) State the item number in which they have an interest, b) The nature of the interest, c) Whether the interest is a disclosable pecuniary interest, non-disclosable pecuniary interest or non-pecuniary interest. Any Member who is unsure about the above should seek advice from the Monitoring Officer prior to the meeting in order to expedite matters at the meeting itself.

4. MINUTES

To consider and approve the minutes from 24 October 2017 of the West of England Combined Authority Overview and Scrutiny Committee.

5. ITEMS FROM THE PUBLIC

Members of the public can speak for up to 3 minutes each. The total time for this session is 30 minutes so speaking time will be reduced if more than 10 people wish to speak.

If you wish to present a petition or make a statement and speak at the meeting, you are required to give notice of your intention by noon on the working day before the meeting by e-mail to democratic.services@westofengland-ca.gov.uk. For this meeting, this means that your submission must be received in this office by **12noon on Tuesday, 5 December 2017**.

If you wish to ask a question at the meeting, you are required to submit the question in writing to democratic.services@westofengland-ca.gov.uk no later than 3 working days before the meeting. For this meeting, this means that your question(s) must be received in this office by **5pm on Thursday, 30 November 2017**.

6. PETITIONS

Any member of the public in the West of England Combined Authority may present a petition at a West of England Combined Authority Overview and Scrutiny Committee Meeting.

7. EMPLOYMENT SUPPORT INNOVATION PILOT – AN INTRODUCTION

To provide the Committee with an introduction – and update on current position – to the Employment Support Innovation Pilot, a DWP-funded pilot programme secured through the West of England Devolution Deal.

8. PROGRESS REVIEW OF LOCAL ENTERPRISE PARTNERSHIP FUNDING STREAMS

To provide an update and progress review for the LEP Local Growth, Economic Development and Revolving Infrastructure Funds.

9. 2016/17 CITY DEAL ANNUAL PERFORMANCE

This report provides a summary of the West of England's City Region Deals pooled Business Rates performance for 2016/17, as used for the Economic Development Fund and in accordance with the requirements of the Business Rates Pooling Principles Agreement.

10. METROWEST UPDATE

To update Members on the West of England's MetroWest project.

11. ANY OTHER ITEM THE CHAIR DECIDES IS URGENT

Next meeting: 31 January 2018

**WEST OF ENGLAND COMBINED AUTHORITY:
OVERVIEW AND SCRUTINY COMMITTEE
24 October 2017**

DRAFT MINUTES

Committee Members:

Cllr Tim Ball, Bath & North East Somerset Council
Cllr Liz Richardson, Bath & North East Somerset Council
Cllr Kye Dudd, Bristol City Council
Cllr Margaret Hickman, Bristol City Council
Cllr Steve Pearce, Bristol City Council (Vice Chair)
Cllr Mark Weston, Bristol City Council
Cllr Geoff Gollop, Bristol City Council
Cllr Stephen Clarke, Bristol City Council (Chair)
Cllr Paul Hughes, South Gloucestershire Council
Cllr Katherine Morris, South Gloucestershire Council
Cllr Pat Hockey, South Gloucestershire Council

Copies to:

Cllr Chris Blades, North Somerset Council
Cllr Charles Cave, North Somerset Council
Cllr Donald Davies, North Somerset Council

1	<p>WELCOME AND EVACUATION PROCEDURE</p> <p>The Chair welcomed everyone to the meeting and advice was given on the fire evacuation procedure.</p>														
2	<p>APOLOGIES FOR ABSENCE</p> <p>Apologies were noted from Cllr Mark Weston, Cllr Tim Ball and Cllr Steve Jones (substitute for Cllr Weston).</p> <p>Cllr Dine Romero, substituting for Cllr Tim Ball, was welcomed to the meeting.</p>														
3	<p>DECLARATIONS OF INTEREST UNDER THE LOCAL GOVERNMENT ACT 1972</p> <p>There were no declarations of interest.</p>														
4	<p>MINUTES</p> <p>The Committee considered the minutes from the meeting of 22 September 2017.</p> <p>Cllr Paul Hughes noted a question about mayoral expenses had not been included in the minutes. It was agreed Helen Edelstyn would follow up with Cllr Hughes after the meeting.</p> <p>The Minutes were otherwise accepted as accurate record of the meeting</p> <p>The Committee reviewed the actions from the meeting of 22nd September, which will be included in a log to ensure actions are tracked.</p> <table border="1" data-bbox="177 1099 1401 2132"> <tr> <td data-bbox="177 1099 815 1173">Work programme: 'A work programme discussion to be held at WECA'</td> <td data-bbox="815 1099 1401 1173">Complete</td> </tr> <tr> <td data-bbox="177 1173 815 1285">Work programme: 'The venue of Scrutiny meetings to rotate across the region'</td> <td data-bbox="815 1173 1401 1285">Ongoing. Confirmed next meeting will be held in South Gloucestershire.</td> </tr> <tr> <td data-bbox="177 1285 815 1397">Work programme: 'Helen Edelstyn to work with the Chair and Vice Chair to develop a work programme'</td> <td data-bbox="815 1285 1401 1397">Ongoing</td> </tr> <tr> <td data-bbox="177 1397 815 1509">Update on skills: 'Chris Jennings to circulate summary information to WECA Scrutiny'</td> <td data-bbox="815 1397 1401 1509">Complete</td> </tr> <tr> <td data-bbox="177 1509 815 1621">Update on skills: 'Chris Jennings to provide confirmation of the Adult Education Budget (AEB) figure'</td> <td data-bbox="815 1509 1401 1621">£17.27m (18 / 19 budget)</td> </tr> <tr> <td data-bbox="177 1621 815 2024">Update on skills: 'Helen Edelstyn to arrange for minutes of the skills Advisory Board to be provided'</td> <td data-bbox="815 1621 1401 2024">In progress. Noted protocol around access to information has been circulated. Scrutiny Chair has requested that access is provided to all the minutes and WECA will consider this request. Cllr Morris requested that Scrutiny receive papers for WECA Committee meetings. Noted these are publicly available but request is to circulate to Scrutiny members when issued.</td> </tr> <tr> <td data-bbox="177 2024 815 2132">Update on skills: 'Chris Jennings to share the performance report for Apprenticeship Grants for Employers'</td> <td data-bbox="815 2024 1401 2132">In progress</td> </tr> </table>	Work programme: 'A work programme discussion to be held at WECA'	Complete	Work programme: 'The venue of Scrutiny meetings to rotate across the region'	Ongoing. Confirmed next meeting will be held in South Gloucestershire.	Work programme: 'Helen Edelstyn to work with the Chair and Vice Chair to develop a work programme'	Ongoing	Update on skills: 'Chris Jennings to circulate summary information to WECA Scrutiny'	Complete	Update on skills: 'Chris Jennings to provide confirmation of the Adult Education Budget (AEB) figure'	£17.27m (18 / 19 budget)	Update on skills: 'Helen Edelstyn to arrange for minutes of the skills Advisory Board to be provided'	In progress. Noted protocol around access to information has been circulated. Scrutiny Chair has requested that access is provided to all the minutes and WECA will consider this request. Cllr Morris requested that Scrutiny receive papers for WECA Committee meetings. Noted these are publicly available but request is to circulate to Scrutiny members when issued.	Update on skills: 'Chris Jennings to share the performance report for Apprenticeship Grants for Employers'	In progress
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	Regional Strategy: 'Jessica Lee to explore opportunity to share information on the Regional Strategy with Parish Councils'	In progress
	Regional Strategy: 'Jessica Lee to share information about business engagement'	In progress
	Regional Strategy: 'Jessica Lee to share responses to the Regional Strategy discussion document with the Scrutiny Committee'	In progress Consultation report to be shared.
	Cllr Morris requested reports for Scrutiny Committee be shared in good time	
	Action. Helen Edelstyn to follow up with Cllr Hughes regarding Mayoral Expenses question	
5	ITEMS FROM THE PUBLIC	
	No public questions had been received.	
	Public statements had been received from Christina Biggs (FOSBR), Robert Dixon (FOSBR) and David Redgewell (Bus Users UK). The Chair invited attendees to speak in the order their statements had been received.	
	Christina Biggs (FOSBR)	
	Christina Biggs spoke about infrastructure feasibility studies. She was disappointed to see these did not include any rail studies, for example the Henbury Loop. In her opinion a previous report on the Henbury Loop was flawed in relation to estimated usage. She was also disappointed to see that the Thornbury line had not been considered. She requested a dialogue with WECA on these matters.	
	Robert Dixon (FOSBR)	
	Christina Biggs spoke on behalf of Robert Dixon. She spoke about the Joint Transport Study and welcomed the inclusion of six stations. She noted proposals today are looking at road schemes. In her opinion the funding should be spent on rail.	
	The Chair thanked Christina for her comments and confirmed the statements would be appended to the minutes.	
	David Redgewell (Bus Users UK)	
	David Redgewell spoke about the Temple Gate/Temple Meads works. In his opinion the design moves bus services further from the station. He noted that plans were being developed by consultants rather than WECA officers. He was also concerned about changes to Scrutiny arrangements at Bristol City Council. For a wheelchair user the bus services are in his opinion too far from the station, for example at Redcliffe Church. He also spoke about Stapleton Road station plans which in his opinion will not have suitable disabled access. He requested a written response and a site visit to Bristol Temple Meads.	

	<p>The Chair thanked David for his comments and confirmed that his statement would be appended to the minutes. He confirmed that Scrutiny Committee would support openness and transparency. He agreed to discuss a written response with officers.</p> <p>Cllr Dine Romano asked if David Redgewell was satisfied with the logic for moving the bus away from the station? David responded that he felt that the original scheme left the bus stops closer to the station, but in his opinion this had been changed without public consultation.</p> <p>Cllr Geoff Gollop confirmed that Bristol still have Overview & Scrutiny Management and that he hoped David would be taking the opportunity to address the next meeting on 1st November. He clarified that Scrutiny are not a decision-making committee, they can comment on schemes and make statements and questions, but decisions lie with the Executive Member – in this case the Mayor of Bristol. He would hope that the Mayor and WECA office is in constructive dialogue with FOSBR.</p> <p>Action. Chair to discuss written response to David Redgewell with officers</p> <p>Action. Officers to provide Scrutiny Committee with summary of arrangements for dialogue with groups such as FOBSR and Bus Users US and others</p>
<p>6</p>	<p>PETITIONS FROM MEMBERSHIPS</p> <p>There were no petitions.</p>
<p>7</p>	<p>WEST OF ENGLAND DRAFT JOINT SPATIAL PLAN</p> <p>North Somerset Councillors joined the meeting for discussion of this item.</p> <p>Laura Ambler, Interim Head of Housing and Planning at WECA, introduced the report which will be considered at the West of England Joint Committee meeting on 30th October and drew attention to the following points:</p> <ul style="list-style-type: none"> • The report introduces the publication version of the JSP. The Committee had previously discussed the framework and emerging issues at their meeting on 22nd September and the discussion had been very helpful. • The JSP is a statutory plan and as the first in the country of this nature it has come under significant external scrutiny including the planning inspectorate. • There have already been three rounds of consultation. This next stage of consultation will be under regulation 19 of the town and country planning act. The publication version of the JSP will be published on in November and consulted on through the January. The plan and responses to the consultation will then be submitted to the Secretary of State in March. An independent planning inspector is then appointed and if the inspector finds the plan sound it can be adopted by the four authorities. • Attention was drawn to the strategic priorities, critical issues and the policy framework. • The committee were reminded that this plan fulfils the duty to co-operate and that the Joint Committee will consider publication of the plan at their meeting 30 October. <p>In response to questions from Committee members the following points were clarified:</p> <ul style="list-style-type: none"> • The job number is 82,500 and there is a requirement for homes and jobs to align.

- The Joint Transport Study has been carried out in parallel with the JSP and indicates some of the transport mitigations required to support the JSP. Further work, including funding for these mitigations, will be taken forwards through the JLTP.
- Officers have been working with statutory agencies and utility companies to develop an infrastructure delivery plan to be published with publication version of JSP.
- Housing for universities and older people has been included in evidence base and in housing numbers
- Green belt is national policy with which this plan must comply. The plan tries to protect overall function of Bristol and Bath greenbelt, some modest release (6.5%) proposed
- Without the JSP there is no framework to leverage investment to the region. More susceptible to section 78 appeals.
- Affordable housing is defined through our evidence base as those not able to buy or rent.
- Officers are developing a green infrastructure plan which will set out mitigations and how we might do this strategically. This will need to flow through into local plans.
- It was clarified that the JSP is owned by the four local authorities

Following discussion by the Committee the following points were noted and passed on to the Joint Committee meeting on 30th October 2017:

WECA O&S commended officers for the work, time and effort that has gone into developing the West of England Joint Spatial Plan. WECA O&S was pleased that comments previously made relating to place making had been considered as part of the published Plan. WECA O&S called for the quick and appropriate adoption of the Plan, but with regard to the following points:

- **Climate change** should be strengthened as an integral part of the Plan. This should include how it will ensure long term resilience and climate change mitigation action; action on air pollution should be an important part of this and must be considered as an integral part of any planned development.
- Plans for **transport** should consider:
 - the use of Park and Rides as genuine transport hubs linking multiple modes of transport e.g. bus and rail for example a query was raised as to why First Bus were to be allowed access to the Long Ashton Park and Ride, which limited its use as a nodal transport hub
 - orbital routes, and not just radial
 - rail infrastructure for example Henbury Loop
 - future transport modes including electric cars / autonomous vehicles

	<ul style="list-style-type: none"> • Approach to Greenbelt development should be appropriate and sound. Greenbelt land should only be utilised in exceptional circumstances and after appropriate local consultation. • Greater clarity requested on the definition of 'affordable housing'; this should include truly affordable housing for the regions key workers. The Plan should also consider the housing needs of older people and students • Development of the Joint Local Transport Plan should run in parallel and support the delivery of the Joint Spatial Plan • Digital connectivity should be integral to the Plan • The Plan should plan for and enable future technological change e.g. driverless cars • A step change will be required across the region to ensure the deliverability of the Plan. WECA will need to maximise all possible funding pots, including new Government initiatives • O&S considered it important that all public consultation on the Plan from this point was noted carefully and where appropriate changes were made to the Plan to reflect public views. <p>Action. Comments from Overview & Scrutiny to be shared with Joint Committee in advance of their meeting 30th October 2017</p>
	<p>There was a short break.</p>
<p>8</p>	<p>FUNDING FOR INFRASTRUCTURE FEASIBILITY STUDIES</p> <p>Chris Jennings, Interim Head of Business & Skills at WECA, introduced the report which will be considered by the WECA Committee on 30th Oct 2017 requesting release of £6m to take forwards feasibility studies and business case developments, plus funding towards the next contract for Real Time Bus information. He drew attention to appendix C which lists all the proposed schemes. He noted that over a third of the funding is directed at rail, with £2m to take forwards planning at Temple Meads and £350k to look at mass transit options which could be a mix of solutions.</p> <p>In response to questions by Committee members the following points were clarified:</p> <ul style="list-style-type: none"> • The schemes have been put forwards by transport leads in the local authorities and we are not aware of any duplication with other requests for funding. • No decision has been taken by the Mayors/Leaders about investing equally in the different authority areas, the focus has been to ensure the benefits of investment are shared across the region. • This funding is for schemes within the West of England Combined Authority area. • Mass transit could include a number of options including tram and light rail. The JTS proposes a network of mass transit corridors and we have looked at examples of European Cities with similar challenges.

- There is a stakeholder group for the Joint Transport Study and Joint Local Transport Plan which ensures everyone has the opportunity to provide input.
- These are schemes identified as priorities by the individual councils as the key ones to start. There is opportunity as we identify JLTP to identify any gaps and identify other schemes.

Following discussion by the Committee the following points were noted and passed on to the WECA Committee meeting on 30th October 2017:

The WECA O&S supports the proposed expenditure set out in the Business Case Funding for Infrastructure Projects report. The WECA O&S wishes to make four points in relation to the recommendations. These points are:

- Business cases should not duplicate work already done by Constituent Councils
- The feasibility studies for mass-transit corridors should be broad in scope to ensure connectivity across the region, and not just into city centres. Specifically, the business case should consider the use of Callington Road as an exclusive mass transit route.
- The RTI proposals should consider RTI in train stations
- All business cases / feasibility studies should consider the affordability of public transport, where this is relevant

Action. Comments from Overview and Scrutiny to be shared with WECA Committee in advance of their meeting on 30th October 2017

9 WECA AND MAYORAL BUDGET OUTURN 2017/18: REVENUE AND CAPITAL MONITORING APRIL 2017 TO SEPTEMBER 2017

Tim Richens, Interim Head of Investment and Corporate Services at WECA introduced the report that will be considered by the WECA Committee on 30th October 2017. This is the first outturn budget report for the financial year 17/18 and has been produced as part of regular financial monitoring and revenue reporting.

He identified the three key elements to report. Mayoral Budget, Combined Authority Budget and Capital budget and drew attention to the following points:

- Mayoral budget. The most significant cost was the mayoral election and this came in under estimate.
- Combined Authority budget. Key changes/variances to note:
 - Staff budget. Overspend of £170k. This budget was set pre-mayoral election under interim arrangements to deal with statutory functions. As we start to implement powers and take forwards new opportunities such as housing deal and transport functions we are looking at a budget overspend. This is linked to significant opportunities around transport and housing.
 - Suppliers and Services. Underspend. Set up costs for WECA have been reimbursed to councils (£500k each). Set up of new offices came in under budget. Concessionary Fares budget also underspent – will be working

with South Glos to understand reduction in patronage/use of diamond passes primarily within Bristol area.

- Income. Business rate retention pilot has generated significant benefits from each of the councils (c£18m). WECA receives a 5% share, of this. WECA also receives interest on balances, for example investment funding from government which is invested in safe investments in accordance with treasury strategy.
- Capital budget. Largest elements are highways and transport grants and pothole action fund which is passed to councils.
- Proposed staffing resources. Resources required to support housing and transport work currently covered with interim support. Resource is also required for business & skills and democratic services
- There will be opportunity to rebalance resources as WECA also supports the West of England LEP and Invest in Bristol and Bath. We will have opportunity to share back office functions and any underspends in LEP and IBB will be passed back to the four councils
- WECA works closely with constituent councils to use their staff where they have skills and knowledge, noting that if staff are seconded to WECA we have to reimburse councils for their costs

In response to questions by Committee members the following points were clarified:

- The staffing costs of £1.2m per year represent the net amount.
- Highways and transport grants are passported across to the Councils – as part of the devolution deal we receive about £250m per year additional funding which is passported through,
- WECA is negotiating with the Skills Funding Agency regarding arrangements for the transition of the Adult Education Budget to ensure that any additional costs are transferred to WECA as part of this grant in 19/20
- The largest element of the additional resource will support infrastructure, housing and planning and figures represent total employer costs (salary, NI, Pension)
- Funding for staff comes from business rates retention and interest earnings, and not from gainshare funding. The revised full year staffing cost is therefore £1.256M, noting that if the budget is approved it will take time to recruit to posts so we estimate the outturn will be £1.159M in 17/18
- A Medium Term Financial plan will be developed as far as is practical as part of the 18/19 budget.
- The concessionary fare underspend is £522k out of £13.2m.

Following discussion by the Committee the following points were noted and passed on to the WECA Committee meeting on 30th October 2017:

The views of WECA Overview and Scrutiny (O&S) are:

The WECA O&S supports the Mayoral Budget Outturn 2017/18: Revenue and Capital Monitoring April 2017 to September 2017, but wishes to make two points in relation to the recommendations. These points are:

	<ul style="list-style-type: none">• WECA O&S would like a greater understanding of the reasons for the reported underspend caused by a reduction in take up of Concessionary Fares. It is keen that officers explore the issue in further detail to establish why the underspend and drop in take up is occurring.• The budget envelope for WECA staff needs to be sufficient to ensure it has the appropriate level and calibre of staff to deliver its functions effectively. <p>The WECA O&S welcomed confirmation that there will be a Medium Term Financial Plan developed as part of the 2018/19 Budget.</p> <p>Action. Comments from Overview and Scrutiny to be shared with WECA Committee in advance of their meeting on 30th October 2017</p> <p>Action. Officers to prepare report on concessionary fares underspend, reasons why and how to use this</p>
14	<p>AOB</p> <p>Document packs. It was noted that there had been confusion regarding pagination of papers and agenda items numbers where papers being prepared for WECA and Joint Committee. Officers are investigating solutions.</p> <p>Meeting dates. The Chair will be moving the dates of future meetings to enable more pre-scrutiny.</p> <p>Paper publication dates. It was noted that WECA and Joint Committee papers are published five clear working days before each meeting. It was requested that papers are circulated to Scrutiny members.</p> <p>Access to information. The Chair drew Members' attention to the protocol for requesting information from WECA. Access is being requested to Advisory Board minutes.</p> <p>Action. Officers to investigate solutions for issuing document packs</p> <p>Action. Chair to discuss revised dates for circulation to members</p> <p>Action. Access to information will be requested to advisory board minutes</p> <p>The Chair declared the meeting closed at 12.18</p>

Appendix 1 : Public Statements

Statements Received

	Name, organisation
Item 1	Christina Biggs, Friends of Suburban Bristol Railway (FOSBR) <i>Reaction to Joint Transport Study September 2017</i>
Item 2	Robert Dixon, Friends of Suburban Bristol Railway (FOSBR) <i>Statement about the West of England Transport Study</i>
Item 3	David Redgewell, SWTN <i>Bristol Temple Meads</i>

Statement 1

Christina Biggs, Friends of Suburban Bristol Railway



Friends of Suburban Bristol Railways (FOSBR)

Statement to WECA Infrastructure Advisory Board, Monday 23 October 2017

Reaction to Joint Transport Study September 2017: FOSBR welcomes the determination of WECA to proceed with developing transport studies, but would challenge the assumption that the first of the schemes to be advanced should be MetroBus, bus-based Park and Ride and road bypass schemes ahead of rail schemes. We note there is still no regional rail strategy in the JTS. We note that the Joint Spatial Plan was only released on Friday 20 October so we cannot comment by the 12 noon Friday 20 October statement deadline for this advisory board.

1. MetroBus: We are alarmed at the proposed rolling-out of the MetroBus schemes to Thornbury, Severnside and Keynsham, when there are existing or unexploited freight lines for each of these destinations. We question the safety of the MetroBuses in the guided busways, especially when entering the flanges and mounting steep and curved bridges such as the one at Ashton Vale.

2. Rail element: We note that this study claims to have ambition and yet is only suggesting the same six new rail stations proposed in the December 2016 pre-consultation draft, and that the September 2017 version is now explicitly excluding the two rail schemes (Henbury Loop and the Thornbury Line) which are the most inspiring to the public. We note that the total budget for the Joint Transport Study is £8.9bn, of which only £1bn is allocated to rail. We note that the Rail 1 element for just six stations is £50-80m, and the Rail 2 element “improvements to existing stations” at £626 million should be covered by the GWR Franchise and not funded by WECA. Instead, this could fund the Portishead line at the £100m re-costing, the Henbury Loop at £48 million, the Port St Andrew’s Gate access bridge at £128 million, and the Thornbury Line at £38 million (costed in WEP 2012 Halcrow report).

3. Henbury Loop We note that the very low BCR for the Henbury Loop was arrived at by assuming a train subsidy for 30 years due to low ridership, whereas the Henbury Spur subsidy was assumed to be taken into the GWR franchise after 3 years due to higher ridership. If the projected Loop ridership is an underestimate as asserted at the time, then the 30 year trainset hire cannot be assumed. The Phase 1 BCR was calculated differently as it did not include trainset hire – for Phase 1 it was assumed that the trainset hire would come out of the four councils’ revenue funding of £1.1 million per year. We accept there is an issue with the 63 minute run-time, but suggest reversing the trains at Bristol Parkway to overcome the timetabling and low ridership issues. We would also want WECA to challenge the Port study £128m figure for creating a rail cutting at St Andrew’s Gate level crossing, and to investigate alternatives such as a bridge at St Andrew’s Rd Station north of the conveyor belt silo. Finally we note that Severnside industrial development is growing fast, and should give an even better business case for the Henbury Loop, especially if opening a station at Chittening.

4. Portishead Line We would like to participate in the re-scoping discussions on Portishead line, chiefly our idea of implementing our proposal for long weekend closures, given the present lack of use by Portbury Dock of their purchased freight paths. We have presented data that shows that the Port make very little use of their purchased freight paths and that in winter 2017 the trains have been running only on Tuesdays and Thursdays, albeit more frequently in summer 2017. If the weekend possessions for works to the line were from Friday to Monday, this would double the length of time during the line closures, and more than halve the number of weekend closures needed.

5. Thornbury - We note that during October 2017, Network Rail have been clearing the line to Tytherington Quarry, and that a 2012 Halcrow report commissioned by WEP costed the Thornbury Line at £38 million for an extension as far as the old station site in the centre of the town. We propose that a site at Grosvenor Road Roundabout is optimal as it is adjacent to the majority of existing and proposed railway development and has an attractive prospect and entrance to the town. We have visited both rail tunnels under the A38 and M5 and can confirm they are in good condition. Rail capacity is much less an issue on a branch line and could eliminate the need for a turnback at Yate. The fourth platform at Bristol Parkway should also help with capacity at Westerleigh Junction.

Christina Biggs (FOSBR), Friday 20 October 2017

Statement 2

Robert Dixon, Suburban Bristol Railway

Statement about the Final version of the Transport Study

A) Overall issues with the transport study -

1) Transport and the Spatial Plan:

In our response to the consultation for the Joint Spatial Plan, FOSBR stressed the importance and role of public transport in sustainable development. There are already high levels of congestion with a major impact on the environment and quality of life. We advocate a transport-focused approach to planning and development.

We strongly oppose any such new road building to open up development sites. This encourages car use and is against the spirit of the Joint Local Transport Plan, which prioritises public transport and sustainable transport modes.

We reiterate our concerns about the extension of the urban area around South Bristol. The area around Whitchurch should not be developed further. It suffers from considerable congestion. Further development is being used as an excuse to extend South Bristol Link Road and build the Whitchurch bypass. However the provision of a public transport alternative could enable some sustainable development to take place in the Whitchurch area.

While we would prefer not to see development in other areas to the south west of Bristol in the Green Belt, we would be more supportive of this due to the proximity of existing public transport routes and the potential for new ones.

We support development in the other settlements and locations identified in the spatial plan: Portishead and Pill; Yatton, Nailsea and Backwell; Avonmouth and Severnside; Keynsham and Saltford; Yate/Chipping Sodbury; Charfield. These locations are close to or on railway lines and have good bus services. We would also support development in Clevedon and Thornbury because they have potential for improved public transport links.

2) Public transport proposals are less well developed than road schemes

We welcome the extent of public transport proposals but are concerned that many, in particular the rapid transit proposals, are as yet undeveloped and vague. We are also concerned that the only schemes that appear to have been worked on at present are road schemes, many of which are long-standing ones, and some of which (such as the resurrected South Bristol Ring Road) have previously been rejected.

We continue to oppose road improvements except in order to improve public transport e.g. widening bus lanes, and *not* to increase capacity for private vehicles, since numerous studies show that this ultimately increases car use and congestion. The Transport Strategy must focus on providing alternatives to the private car instead. Many recent public transport grants, such as for MetroBus, have been used to increase general highway capacity: a strategy that simply encourages more car traffic with limited modal shift and no reduction in delays to bus services.

There is too much of a focus on MetroBus and road schemes. With the exception of improved facilities and six new stations, rail has largely been ignored. While we support the premise of the light rail schemes we remain to be convinced that the authorities will have persistence to pursue this and the funding required.

3) Carbon Reductions:

It was noted during the consultation that the plan makes the assumption that car journeys will reduce as a proportion of journeys but will stay broadly the same. It is disingenuously argued that there is a modal shift but it appears highly unlikely that there would be a significant reduction in carbon emissions.

Rather than taking the action required, the report makes the assumption that new technologies will ride to the rescue like the proverbial knight in shining armour. We have known of the need to reduce carbon emissions for 30 years but this has failed to happen as yet. To ensure reductions we should pursue public transport options that are known to have a positive impact, rather than placing hope in technologies that may never deliver.

Categories on which schemes are judged: It should be noted that the items associated with economic growth are ones that are associated with road access and more likely to give positive results to such schemes.

Roads as promoting carbon reductions?!

While we acknowledge the possibility that, in the short term, new roads may reduce congestion on existing streets, it is generally recognised that road construction leads to more traffic, increasing carbon emissions and reducing air quality. However the report states (Appendix A, p.A2) that each road scheme has either a neutral or positive (!) impact. The idea that new roads will play a positive role in reducing carbon emissions and enable modal shift by creating space for public transport is fantasy and would be laughable if it was not so serious. All they will do is create more space for more traffic.

B) Rail Proposals:

While we welcome the proposals as far as they go, six new stations and new facilities is insufficient and derisory. The proposals fail to recognise the fact that the existing rail lines are the only method of truly rapid transit that avoids road congestion and is currently available. They fail to use the network to its potential. Rail and public transport should be given more priority at the expense of new road schemes.

In addition to new stations on existing lines our priority is the Henbury Loop - MetroWest Phase 3. Unsurprisingly the Loop is dismissed as a result of the earlier flawed study by CH2MHill - see below.

New stations on existing lines:

We support the six stations proposed by the West of England authorities (Ashley Hill, Ashton Gate, Charfield, Constable Road (Horfield), Saltford and St Annes). We also recommend stations at Chittening on the Henbury Loop (for Severnside); Coalpit Heath (for Winterbourne and Emerson's Green); Corsham; Long Ashton / Flax Bourton; Uphill (Weston-super-Mare).

We would urge that these reopenings are considered as a package rather than individually.

We urge that Pilning's service be increased (as previously supported by the West of England authorities) to provide a commuter service and Park and Ride site for access from Thornbury, South Gloucestershire and South Wales.

Cost:

The cost of a station is small when compared to the proposed road schemes (7-14 stations for the price of *East of Bath Link*) and has the result of reducing reliance on the private car rather than maintaining it. For example, a station at Coalpit Heath with an estimated cost of £5-10 million, would not only serve the proposed development area, it would provide opportunities for interchange with MetroBus and standard bus services, providing a link to the Science Park and housing at Emerson's Green and reducing congestion on the ring road.

Congestion: a problem that *can* be resolved:

The argument that rail lines are congested is true. However this should not be used as an excuse not to make further improvements. Rather government should be pressed to provide funding for schemes such as the remodelling of East Bristol junction.

Creative ways can be also found to avoid congestion. Examples include running from Weston-super-Mare to Chippenham and Portishead to Yate and Gloucester or Cheltenham; Henbury Loop services could run from Bristol Temple Meads via Henbury to Clifton Down.

A station at Coalpit Heath would provide an opportunity to reduce congestion between Bristol Parkway and Westerleigh Junction by building the station on passing loops, as was the case in the past.

Access to Severnside has not been considered:

We are also concerned at the lack of support within the document for rail freight, in particular action to support a terminal at Avonmouth and road access to the Port of Bristol. Access to the port at Avonmouth is via level crossings over the Henbury Loop and Severn Beach rail lines. This restricts access. Increased passenger services have understandably proved to be of concern to the port.

FOSBR support the proposed expansion of the Port of Bristol and want to ensure that road access is adequate and does not restrict their business or rail improvements. We urge the West of England to press government to fund improved access and a new rail freight terminal.

Henbury Loop:

We are not surprised to see that the Henbury Loop has been dismissed as poor value for money in view of the previous study by CH2M Hill. We would remind WECA that this was widely condemned as flawed at the time and subject to a call-in by Bristol City councillors, who voted to reject its findings and to support the Loop rather than the spur. At the time the Department for Transport recommended to Charlotte Leslie (MP at the time) that the Loop be reviewed by an independent consultant.

Reasons for the Loop -

Henbury Loop is needed to enable **access to Severnside**, which is due to expand considerably (25,000 jobs) and can only be reached by public transport with great difficulty. It is a social equity measure as well as a transport proposal. The Loop would

provide improved access for those in Henbury, Filton, Patchway, Horfield, Lockleaze, Easton, Lawrence Hill, and other areas that would connect well with the loop by bus.

We also need this to enable a modal shift. The WECA Spatial Plan / Transport Study assumes that car use stays static - that isn't good enough. Without significant modal shift we will not meet carbon targets because transport is such a large proportion of CO2.

Issues with the CH2M Hill Report about Henbury Loop & Spur -

1. **how best to provide access to Severnside was not even considered** - it wasn't an objective of Phase Two as it was considered that it had been dealt with by improving the service on the Severn Beach line! This needs to be taken into consideration.
2. **Forecast figures are low** - based on outdated Network Rail figures - by using updated figures passenger numbers would be 19% higher for 2023 and 24.5% for 2031; these figures had already been exceeded at most regional stations by 2013-14. This weakened the benefit-cost ratio.
3. **Unrealistically low predicted passenger numbers** that compare badly to existing stations; when comparing them to stations the report says are similar we thought they would be 30-40% higher
4. **Unrealistically low growth predicted at existing stations** - only an extra 2-3% was predicted; since the improved service on the Severn Beach Line resulted in a 37% increase this seems ridiculous.
5. **Unrealistically low differences predicted between Loop and Spur** - unlikely in view of easier access to Severnside, which is inaccessible by bus. This will have weakened the benefit-cost ratio.
6. **Comparison timings for bus and train are wildly inaccurate or simply impossibly inconvenient**; it fails to mention that most of the industrial sites are not served by bus; car journey times are not given.
7. The cumulative effect of this is that **the study expects the local authorities to pay to run the service for 30 years and includes this cost accordingly.**
8. **The argument that WoE can only approve schemes with a benefit-cost ratio exceeding 2:1 is false.** Other authorities, such as Manchester and Birmingham, allow the building of strategically important schemes (e.g. Docklands Light Railway) that do not meet this requirement. The assumptions of revenue support are also likely to be incorrect due to inaccurate predictions and lack of strategic thinking about access to Severnside.

C) RECOMMENDED ACTIONS:

- **Increased emphasis on rail and other public transport schemes and the removal of road schemes** to ensure a significant modal shift and reduction of carbon emissions without relying on dubious future technological improvements
- **That WECA commission a review of Henbury Loop by an independent consultant.** This was recommended by DfT to Charlotte Leslie (MP at the time). This would include the factors not considered by CH2M Hill's report such as the impact on access to Severnside, realistic passenger growth figures (rather than the Network Rail's disputed figures that had already been exceeded on local lines), realistic passenger demand figures (new ones were *much* lower than existing stations and the impact on existing stations was a handful of new passengers), consultation with business and stakeholders (not carried out by CH2M Hill), etc.
- **lobby government** (and Network Rail) to pay for public transport measures, improved road access to the Port of Bristol, resignalling, East Bristol junction and improvements at Temple Meads station

- **Inclusion of FOSBR's MetroWest Phase 3** package of stations
 - **Safeguarding the rail line to Thornbury** to enable future development
 - Continuing and **ongoing review** of opportunities for rail & integration with other modes
- Rob Dixon, Chair of Friends of Suburban Bristol Railways

Statement 3

David Redgewell, SWTN

Temple Meads

We are very concerned that despite assurances in the current plans that there would be adequate space for all buses travelling through Temple Gate including MetroBus that on Friday 20th October 2017, we were advised that the buses would first of all be dispersed for 12 weeks whilst the bus platform was being built on the main A4 Bath Road and that the No.1 & 904 to Brislington would be moved away from the station to Victoria Street and Redcliffe Way. This is too far for people with luggage, pensioners, disabled people and those with children.

Bus Users UK, Transport Focus, SWTN, TFGBA and FOSBR were all assured that we would have a bus/rail interchange at Temple Meads on Temple Gate and in future on the Friary with ferry link. To our shock it now appears there will not be enough bus space on the Bath Road in the final scheme and the present bus stops which will now need to be retained may now become cycleways. As this is a design/build/operate contract we would request an urgent scrutiny of the plans by WECA Scrutiny Panel and Place Scrutiny/OSSM on Bristol City Council.

Please would you advise us as the plan to close bus stops comes into place from 26th October 2017 and the alternative stops may in future become permanent well away from the station defeating Government policy on bus/rail integration. A good example of best practice in the new bus station at Penzance.

Stapleton Road station

We are still concerned about a lack of progress on disabled access to the platforms, waiting shelters and poor state of the approach road which has recently been flooded and not acceptable for wheelchair users and passengers with luggage. Station lighting is also not working on the approach road.

DAVID REDGEWELL SWTN

ITEM: 7

REPORT TO: WECA SCRUTINY COMMITTEE

DATE: 6 DECEMBER 2017

REPORT TITLE: EMPLOYMENT SUPPORT INNOVATION PILOT – AN INTRODUCTION

AUTHOR: ADAM POWELL AND SUE DOBSON, WECA

1 Purpose of Report

- 1.1 To provide the Committee with an introduction - and update on current position – to the Employment Support Innovation Pilot, a DWP-funded pilot programme secured through the West of England Devolution Deal.
- 1.2 To seek the Committee's support in informing an Evaluation Strategy for the programme.
- 1.3 To ask Committee members to advocate for the project within their wards and local authorities given the potential positive impact on residents participating.

2 Background

2.1 The WECA Employment Support Innovation Pilot (ESIP) is a £4m initiative funded by the Department for Work and Pensions (DWP). Resulting from a commitment in the West of England Devolution deal, the programme will work with 3,000 individuals resident in Bath and North East Somerset, City of Bristol and South Gloucestershire who are in employment, claiming in-work benefits and are (or will become) social housing tenants. The pilot will provide support to these individuals, helping them to raise their own skills levels and gain more secure and higher quality employment. Overall the project will seek to maximise participation of the workforce in the economy and support our residents to benefit from the prosperity and opportunities in the region.

2.2 The comprehensive business case submitted to DWP which secured the funding – and provides a robust evidence based and rationale – is attached at Appendix 1.

2.3 Operational project delivery will start in early 2018 and last for a two-year period up to and including December 2019. Preparatory work has been underway throughout 2017, significantly accelerating following the appointment of a dedicated Project Manager in October 2017.

2.4 The ESIP delivery model is as follows:

- WECA is accountable to DWP for the funding and will employ the overall project manager who is tasked with monitoring delivery. They will work with Local Authority partners to develop detailed delivery models and also ensure that the project delivery is both on time and to budget. Where applicable this will include reallocation of funding between delivery partners.
- The majority of the funding will be granted from WECA to the constituent local authorities who will be responsible for operational delivery in their local area. The

decision to approve grant funding Councils was taken at a WECA Committee meeting on 30 October 2017. This WECA Committee paper – along with an amended (approved) recommendation – is attached at Appendix 2.

- A team of people will work directly with the pilot beneficiaries. As delivery partners, local authorities will choose whether to directly employ these team members and deliver the client facing work themselves or undertake this through local partners.
- Given the requirement for a robust and extensive evaluation, and given the innovative and specialist nature of this pilot programme, an external organisation will be procured to conduct an overall evaluation of the pilot.
- An ESIP Project Steering Group met for the first time on 6 September 2017 comprising local authority and DWP partners and will meet fortnightly to progress pre-delivery programme.
- The WECA Skills Advisory Board receives regular updates and provides advice and oversight on behalf of the WECA Committee which will provide governance for the project.

3 Current Position

3.1 The current state of progress is as follows:

- A project manager was appointed on a fixed term from 7 October 2017 and is working full-time on the project.
- DWP have agreed the project and associated budget and have issued a draft offer letter to WECA. WECA officers are now working with DWP colleagues to ensure the contract, MoU and related documentation (including data sharing agreement, customer journey, customer impact assessment) are completed, agreed and signed off.
- Engagement with social housing association partners from local authorities and WECA is underway to raise awareness and prepare for delivery.
- Delivery partners are preparing for delivery and progressing pre-recruitment work, prior to the grant agreements being received and financial process being agreed.
- WECA is working with the What Works Centre and a DWP researcher to scope a monitoring and evaluation strategy – one focus of a strategic planning day on 7 December 2017 and future paper for WECA Scrutiny paper, subject to the agreement of the Committee.

3.2 Whilst still in early pre-delivery stage of the project, a small number of areas of work have been identified as potential project risks. These, along with mitigating actions, are highlighted below:

Potential risk	Mitigation
1. Delay in agreeing project documentation with DWP would impact onto project start date	This is being mitigated against through frequent contact with senior DWP colleagues
2. The number of residents eligible to benefit from the programme may reduce unless we are able to include those receiving Universal Credit.	Ongoing discussion with DWP testing rationale, given changing policy landscape.
3. Lack of engagement from housing associations and other local partners may lead to lack of referrals for potential residents to benefit.	Early engagement with partners and stakeholders underway and communications plan being developed, supported by Delivery Partners and others to raise awareness of the

	programme
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Consultation:

- 4 The overall programme and financial profile of the project was developed by – and in consultation with – officers in the constituent councils and WECA officers. A progress update on the programme was discussed at the Skills Advisory Board. This paper has not been subject to further consultation.

Other Options Considered:

- 5 *The Committee is not being asked to take any decisions and there are no options to consider.*

Risk Management/Assessment:

- 6 *Please identify the key risks the recommendations will address, and any risks associated with implementation of the recommendations of this report.*

Public Sector Equality Duties:

- 7 There are no equalities implications in relation to this report.

Economic Impact Assessment:

- 8 Whilst it is hoped that by providing additional support to the identified cohort of residents there will be a positive impact both for the individuals and for the wider economy, no specific economic impacts arise as a direct result of this report.

Finance Implications:

- 9 There are no financial implications in relation to this report.

Legal Implications:

- 10 In securing funds to manage the ESIP programme, the Combined Authority is relying on its general power of competence and the education powers contained in the Order. Following the transfer of funds to the Mayoral budget the Mayor will use the power to pay grants contained in Article 7 of the Order to allocate the funds to the constituent councils.

Land/Property Implications;

- 11 There are no land/property implications in relation to this report.

Human Resources Implications:

- 12 There are no human resources implications in relation to this report.

Chief Executive Comments:

- 13 The ESIP programme is progressing as planned with WECA officers working closely with DWP colleagues. The ongoing partnership with local authority partners is positive and officer contributions are welcome.

Recommendation:

- 14 That the Committee:
- receive the report
 - agree to receive a future paper focussed on monitoring and evaluation;
 - advocate for the project within their wards and local authorities given the potential positive impact on residents participating.

Report Author: Adam Powell, West of England Combined Authority
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West of England Combined Authority Contact: Sue Dobson, West of England Combined Authority sue.dobson@westofengland-ca.gov.uk

Background Papers

Any person wishing to inspect the Background Papers, used in the preparation of this Report, should seek the assistance of the Contact Officer for the meeting, Adam Powell
adam.powell@westofengland-ca.gov.uk

APPENDIX 1: WECA Innovation Pilot
APPENDIX 2: COMPRISES ITEMS 13 AND 14 WHICH WENT TO THE WECA COMMITTEE ON THE 30TH OF OCTOBER 2017

WEST OF ENGLAND

Combined Authority

BATH & NORTH EAST SOMERSET

BRISTOL

SOUTH GLOUCESTERSHIRE

Employment Support Innovation Pilot

Business Case

February 24th 2017

Introduction

This business case is being submitted on behalf of the West of England Combined Authority. It has been developed and produced by lead partner agencies, including Bath and North East Somerset Council, Bristol City Council; South Gloucestershire Council, the Local Enterprise Partnership and Jobcentre Plus (Avon, Severn and Thames District).

Our Innovation Pilot will obtain fresh and critical insight into people in work and in receipt of Working Tax Credit/Universal Credit who are also social housing tenants. The intended outcome of our pilot is to maximise participation of our local workforce in the economy and also provide robust evidence demonstrating how individual in-work progression into more sustainable and higher paid careers can be best supported.

This document outlines our business case including our rationale, the strategic fit with the ambitions of the West of England, our proposed innovation, and our value for money and deliverability considerations.

Rationale

Pilot Target Group

This pilot is targeted at residents of the West of England Devolved Area who are in employment, claiming in-work benefits and are social housing tenants. Whilst there are currently 25,000 benefitting families in receipt of WTC across our locality, the key focus is on residents living in social housing (60,000 households) who have become entrenched in low-income insecure employment and who are most at risk of homelessness.

Our target group includes social housing tenants on low incomes often struggling to meet their rent payments, and also those tenants who are eligible for social housing who are in temporary accommodation. Our target group also includes many single parents with young children. It also includes individuals at risk of unemployment through health conditions, including mental health issues. For these individuals, better paid employment is often the only and best way that they can make their lives more resilient.

Our pilot intervention will utilise fresh and personable approaches, working through and alongside trusted intermediaries such as housing associations and housing teams who know their clients well and are in the best position to motivate and support voluntary engagement to improve their skills and career prospects.

We will undertake an action-research approach, finding out and recording perspectives from all key stakeholders – in particular – those experiencing ‘in-work poverty’; local employers; partner agencies such as housing services, learning and advice providers. We will combine highly personalised approaches, including both ‘light touch’ and more intensive and focused support to help alleviate specific barriers to in-work progression.

Market failure

In relation to our proposal, the market failure is where people have become entrenched on low income and insecure employment, and government funded interventions have not currently helped them to move on from these circumstances.

For our target group this entrenchment (in general) arises from:

- A lack of self-belief and/or motivation to take action and invest in skills development which would increase their employability and which could then lead to higher earnings;
- The higher incidence of barriers which occur in low income families and neighbourhoods which can diminish employability and incur additional costs for government, such as: lack of adequate housing supply; health inequalities, including higher levels of long term illness and disability; lower educational attainment and qualifications, including lower levels of literacy, numeracy and IT skills;
- Imperfect information about and access to a range of services, entitlements, and support which they could receive or purchase which will help them to move out of low income insecure employment;
- Employer practices and behaviour which do not sufficiently encourage staff training and development and/or where individuals are in employment which is less likely to benefit from progression support, such as zero hours contracts, temporary contracts, and self-employment.

There is a constant flow of households into and out of poverty and a wide range of circumstances will determine the ability of a household to sustain their move out of poverty. The pilot will be testing whether by minimising the impact of the above failures the flows out of poverty can be increased, claims of WTC have decreased and that individuals can sustain this progression.

The changing nature of the UK labour market has led to increased insecure employment and self-employment. The pilot will be addressing the problems when individuals are, or feel, trapped in this part of the labour market. The nature of employer demand will also be addressed through interventions to encourage HR practices which can: increase security of employment and working hours; encourage staff progression; more flexible working for parents and those with caring responsibilities.

Impact

The overall aim of the pilot for individuals who receive the service is to increase household income through additional hours and/or a higher paid job either with the existing employer or by moving jobs.

The aim in working with employers is to increase the supply of jobs in our area which have support for progression (advice, mentoring, training, etc.) and which have flexible working practices for those that need it.

Consequently, the anticipated impacts (recognising that not all can be measured) are:

- 3,000 people will engage in the process and approximately 1200 individuals (40%) will achieve a sustained reduction in their benefit claims for WTC, Universal Credit, Housing Benefit and Child Tax Credits;
- Reduced likelihood of a return to unemployment;
- Lower demand for services as a result of reduced levels of poverty and increased wellbeing – for example through reduced take up of advice, debt, housing support and health-related services;
- A possible reduction in financial debt and rent arrears by participants.

Generating robust evidence on ‘what works’

Our learning aims for the project are:

1. Which services are needed and which are the most effective in engaging and supporting targeted individuals to progress – including the best mix of digital and face-to-face support?
2. How is the motivation and ambition to progress in employment best promoted and encouraged?
3. What are the characteristics of those who progress and those who do not?
4. Which services and communication channels best provide employers with an increased understanding of the benefits of employee progression and retention?
5. What mechanisms work best when co-ordinating and/or integrating different support services provided by the public sector and community partners?

Robust evidence will be generated by testing different activities within the target cohort, such as: different locations and length of advice sessions; a range of personalised (through face-to-face, e-mail, and telephone) and online advice contacts; effectiveness of different organisations to provide advice; whether the use of client responsive budgets makes a difference to their personal circumstances.

Evidence on what works with employers will be generated by testing findings from previous pilots (e.g. DWP, In-work progression: supporting information for Work Coaches (IWP0044) that worked with employers to improve progression. Ultimately, in supporting priority individuals ‘bottom up’ to benefit from progression opportunities in our locality, this could involve: testing different ways of communicating with employers of different sizes, across all local sectors; testing the benefits of our targeted approach when working with employers across different sectors; trialling links and activities with recruitment and temporary worker agencies.

Our pilot is based on integrating support which already exists and improving access to this support for the target group. We will trial new systems and test different mechanisms for how relevant public agencies and community partners align funding and services. We

also aim to demonstrate that by aligning and focusing existing support services we can achieve increased outcomes for this group within the same envelope of funding.

In developing this business case, we are aware that Peterborough and Cambridgeshire Combined Authority are proposing a related innovation pilot which focuses on in-work progression through a specific sector focus. We are committed to working together with this and other relevant successful pilots to obtain additional evidence, including: a comparison of our pilot models (i.e. engaging target individuals vs engaging a key sector), collaborative product development – including evaluation methodologies – and sharing of good practice.

Evaluation

The evaluation will be designed to deliver robust evidence on the quantifiable impacts and the effectiveness of the services which are thought to have a causal link with the impacts on this particular target group.

For targeted individuals our intention is to identify a control group where individuals can be matched with those in the intervention group. However, a full 'randomised controlled trial' (RCT) may not be possible nor desirable. Given the complexities of an impact evaluation for an in-work population we intend to initially commission a feasibility study to determine the most effective methodology. This will be done in sufficient time to build evaluation into programme design and commission external evaluators for the beginning of the pilot.

The key issues to be resolved are:

1. the ability to manage any random allocation given the target group;
2. the method by which interventions can be isolated from other activities and wider economic and societal influences;
3. the availability of HMRC data on WTC and CTC and DWP data for those on UC;
4. the possible long-term maturity of effects of interventions eg. the gains of additional training is recognised of having an increasing impact over time; the stimulus to move to a higher paid job may only be realised in the medium to long-term.

Particularly the latter may mean that a full RCT would not identify the true extent of impact unless conducted over a timescale considerably longer than the pilot. However, we intend the evaluation to have a methodology which gives a thorough understanding of the intervention group. Pending the feasibility study, our current approach is to carry out in-depth focus groups with beneficiaries during project set up and then to conduct detailed questionnaires of participants at commencement, mid-point, exit and post-exit (number of months to be determined).

We anticipate that all evaluation costs, even where falling outside the financial year 2019/20, will be contained within this spending review period as part of a project set up procurement process.

From our initial focus groups and all project questionnaires we will want to understand:

1. The extent to which individual attitudes and behaviour has changed;
2. Whether there has been a change in project participant circumstances and whether they ascribe change to the pilot's activities;
3. Their views on the services delivered and how they were delivered.

There are similar methodological issues in identifying and isolating impact on employers. There are unlikely to be a critical mass of employees with one employer where increased productivity could be identified, and productivity gains through human capital interventions can take time to be realised. However, the evaluation will be geared to exploring what works best with employers in terms of modifying their employment practices through a detailed understanding of their experience and views of the interventions.

We will commission an evaluation which will assist and inform us at every stage: pilot design; implementation and delivery; 'what works' guides; and a final impact assessment with a CBA.

Strategic Fit

Local Area Ambition for Sustainable Growth

Our innovation pilot is designed to have a positive impact on the West of England labour market by supporting and accelerating the development of employee skills and enabling employers to develop more effective recruitment practices to benefit from diverse talent and increased productivity.

Combined Authority Leaders regard this pilot as one of the first major 'People' strands of activity to drive forward inclusive growth and prosperity. Government support will give us a welcome opportunity to inform and develop our West of England employment and skills integrated model and strategy, including important gaps such as in-work progression for future service transformation and development.

Local Labour Market

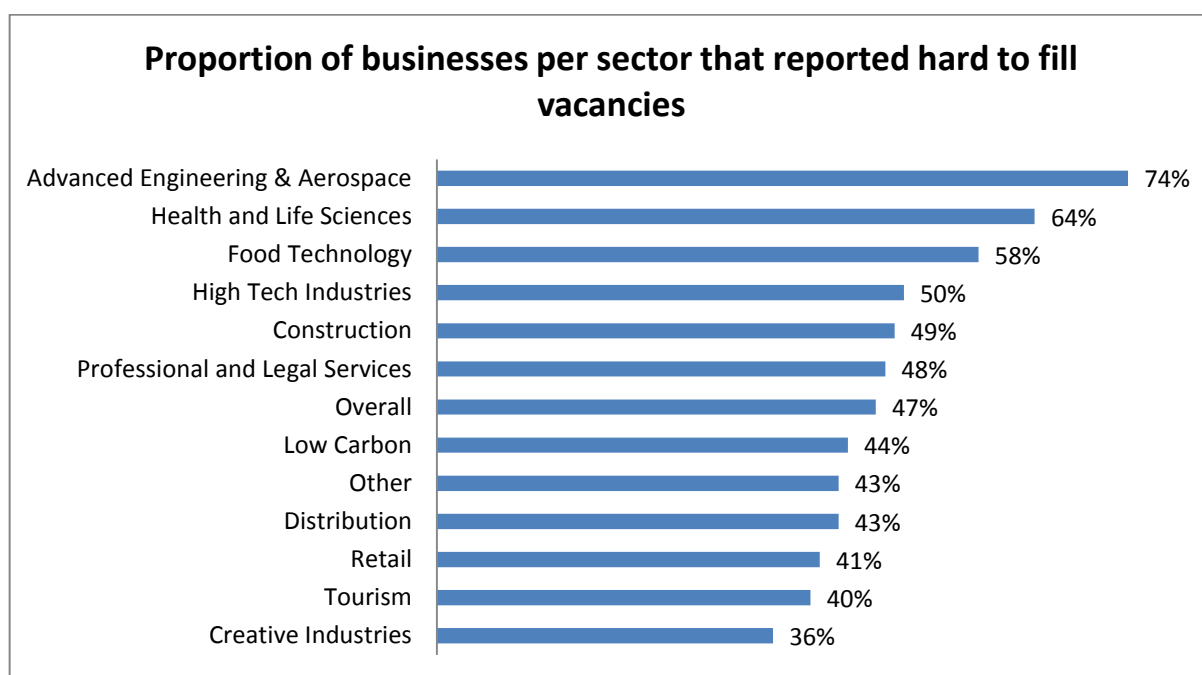
The Resolution Foundation local area profile for the West of England (December 2016) presents a picture of 'high employment, sluggish jobs growth'. This increases the urgency for establishing and embedding successful routes to progression, since those in uncertain or low wage work are less likely to be able to access jobs outside the region.

In devising this innovation pilot, the West of England Combined Authority intends to test ways to support economic growth through improved progression and targeted recruitment, focusing on The West of England LEP key sectors with the highest levels of projected jobs growth by 2022:

	2015	2022	Jobs Growth	% Change
Health & Social Care	79,735	88,175	8,440	10.6%
Professional & Legal Services	62,461	68,424	5,963	9.5%
Visitor Economy	55,982	59,768	3,786	6.8%
Retail	83,325	87,036	3,711	4.5%
Construction Sector	22,802	25,642	2,840	12.5%
Food Tech	61,847	64,493	2,646	4.3%
Distribution	9,476	10,938	1,462	15.4%
Creative & Digital Sector	17,008	18,104	1,096	6.4%
High Tech	18,752	19,554	802	4.3%
Low Carbon	6,116	6,612	496	8.1%
Advanced Engineering	29,688	29,773	85	0.3%

Source: EMSI Analyst

According to the latest LEP Employer Survey (January 2017), 47% of employers who responded reported on going difficulties with recruiting skilled staff into hard to fill vacancies.



Source: West of England Employer Skills Survey 2016

In the same survey, 64% of employers identified 'low number of applicants with the required skills' as the main reason for their hard to fill vacancies. 24% identified the low number of applicants with the required attitude, motivation or personality for their particular vacancies.

Existing Service Integration and Provision

Evidence from studies working with individuals to enable a return to work highlights that there is little awareness of what support is available. The Timewise Foundation report *Jobs Not Careers* finds that, amongst the individuals that they evaluated, there was no awareness of the National Careers Service.

Furthermore, criteria determining eligibility for financial support for training is confusing and potentially represents a barrier. Equally, individuals may require further support before accessing loan based finance such as budgeting. The West of England Devolution Deal provides us with an opportunity to influence Advanced Learner Loans which we can test and develop through this pilot.

In the West of England there are positive examples of joint working on the delivery of different funded services through a wide network of employment and skills providers. However, whilst there is a strong track record of collaborative working and successful programme management, this does not extend across all related service areas, and has to date excluded 'in-work' progression activities.

In relation to our proposed in-work progression pilot, whilst there are currently no similar targeted programmes in place, there are some services that can be built on, aligned and 'add value', including:

- i) **HYPE West (Cabinet Office)** is an award winning youth employment programme managed by local authorities and the DWP that has combined engagement, job coaching and in work support. As a result of the success of this project, 600 unemployed young people were engaged, of which 384 (64%) obtained sustainable employment. Some elements of the HYPE model can be built on and extended through this pilot, particularly employer engagement, in work support and use of personalised budgets to overcome individual barriers to work progression. HYPE has built a legacy network of local providers who share a culture of collaboration which is evident in their continued joint working on existing into-work programmes in the area.
- ii) **Tenant Support and Homeless Prevention Services** are provided through a number of registered social landlords, in partnership with the DWP and local authorities – including engagement, IAG, pre-employment support, training, work placements and apprenticeships. Existing data sharing arrangements have been achieved, making joint working for this project deliverable.

Bristol City Council is one of 28 **DCLG Homelessness Prevention 'Trailblazer'** areas aimed at preventing people from becoming homeless. The Bristol 'trailblazer' programme will focus on households most at risk of homelessness if their private rented sector tenancy comes to an end. An example of how we will align this programme is by working closely with the intervention team so that eligible tenants can access personalised in-work progression support. Housing link workers will be in a good position to engage with tenants and carry out proactive referrals, but will not have the resources or expertise to provide employment progression support.

- iii) **Targeted Adult Education and Apprenticeship Provision** (SFA) is currently planned and delivered through a local partnership across FE colleges, local authorities, independent training providers and DWP. Bristol City Council has been successfully piloting the customised 'A Roof over My Head' short course with tenants who are at risk of homelessness which can be linked in and adapted through this pilot. In the second year of delivery, we can consider options for improving in-work progression outcomes through our AEB commissioning framework and outcome agreement.
- iv) **ERDF West of England Business Support Services** is a new intervention that includes business support workshops and 1-1 sessions and centralised intensive support to achieve high growth. Currently early in the commissioning process, project contacts have offered support for integrating high performance work practices into the programme.
- v) **Skills West: Connecting for Success** (ESF/SFA) is a new intervention designed to increase the responsiveness of the skills and training system in the West of England to meet the needs of local employers. The provision is currently at planning stage and includes a number of related elements. An example of how we will align this programme is by linking into the 3200 opportunities for individuals. Skills West will create the opportunities but not broker them. We can therefore make links to our cohort directly and through the legacy register of employers willing to offer on-going opportunities.
- vi) **West of England Enhanced CEIAG service** (ESF/SFA) is a new contract that includes an offer of face to face, in depth advice and guidance to 630 employed residents, including progression.

DWP Evidence Strategy

The DWP have provided strategic evidence to ensure that our innovation pilot has maximum impact on local labour market and employment priorities:

Contribution to Jobcentre Plus Future Priorities

Jobcentre Plus (Avon, Severn and Thames District) has been actively involved in the development of this business case and are keen to support this initiative going forwards. This pilot potentially serves JCP in a number of ways, it will:

- provide valuable insight into what works in engaging in-work benefit customers and supporting them to progress within the local labour market;
- 'warm-up' potential Universal Credit customers to the conversation about in-work progression, in preparation for their eventual migration;
- provide for customers, whose earnings progress beyond the upper threshold, an exit route from benefit.

By focussing on Tax Credit customers as the primary target group and using social housing providers as the main reference source, the pilot places minimal demand on JCP resource and avoids contamination of DWP trials. There will be opportunity for suitable JCP customers to participate in the pilot (those that naturally migrate to UC during the period of trial, for example) and we will work collaboratively to optimise those opportunities within the wider JCP provision offer.

In terms of employer engagement, JCP will again derive benefit from the insight provided into what works in engaging and influencing local employers to adopt and embrace flexible working practices that accommodate a progressive workforce. The pilot is fully in harmony with the DWP and Universal Credit aims of making work pay through the ABC - "A job; A Better job, A Career".

JCP at a local level will look to collaborate with the pilot to co-ordinate employer engagement activity to optimise resource and minimise duplicate contacts to employers.

Labour Market issues and opportunities

- A significant number of major projects are likely to impact on the local labour market, providing a range of new job opportunities by 2022, including: Hinkley Point; Bristol Arena site; Rail electrification; Redevelopment projects (Bath Riverside and new hotel developments; significant housing developments at the Keynsham Urban Extension, Mulberry Park and Enfield sites; Dolphin Square; Somerdale - (former Cadbury factory, Keynsham); airport developments; Oldbury Power Station; Cribbs Causeway expansion.
- In addition to the projected jobs growth, it is anticipated that there will be continued jobs vacancies through normal job 'churn', particularly in retail, low carbon, visitor economy, logistics, construction and health care sectors.
- In supporting targeted in-work progression, the project will need to take account of the local sectors, occupations and vacancies that are appropriate for the target group and where there are progression opportunities.

Universal Credit (UC)

The local DWP strategic management team have highlighted the positive opportunities presented by this project to help prepare for the full service roll out of Universal Credit by March 2018 and beyond. In the West of England we have the advantage of UC full service in Bath and North East Somerset (B&NES) since May 2016, including collaborative working with all social landlords.

The DWP now have a live service in Bristol and South Gloucestershire, and are planning for implementation for UC full roll out through a local stakeholder analysis and communications plan.

As the gateway to all other benefits closes, it is anticipated that caseloads will build up as all existing DWP customers are migrated to UC until 2021. This means that the DWP will have contact with a much larger number of customers, either to encourage them to get

back into the labour market or to increase their earnings. Through our in-work progression pilot, we will be able to identify and work with WTC/HB claimants in preparation for this transition.

The DWP is currently running an In Work Progression Randomised Control Trial across the Jobcentre Plus network which involves four job centres in the West of England. Interim results will be available in early 2017 to inform our final pilot design to ensure our activities are aligned and results optimised. Local DWP Managers are confident that our innovation pilot can add value to this control trial, in particular by finding new ways of engaging and igniting aspiration amongst priority customers so that they can become independent of government work related benefits.

Innovation

In-Work Progression Model - Outline

Based on our project rationale and proposed impacts (see section 1), our innovation proposal includes core elements to achieve a supported customer journey to successful in-work progression (for a more detailed logic chain please see Appendix 1.)

Step 1: Engagement and Referral

We are aiming to engage 3000 beneficiaries who are in receipt of WTC and in low paid and insecure employment by working with and through trusted housing intermediaries with their established close contacts and positive working relationships with tenants. Housing associations, registered social landlords, local authority housing and housing benefits teams are already working closely with our target group to ensure that their accommodation is made more secure. We will support this objective by providing more specialist employment advice and hands on support for in-work progression. Beneficiaries will be selected to participate in the project on a 'first come first served' basis – this will enable us to manage demand and also ensure that we do not skew evaluation results through the introduction of different recruitment filters.

This will be achieved by creating and funding a team of 'Navigators' who will be matrix managed across partnership agencies. This will involve the employment of new staff and investment in current staff through secondments and extended contracts so that existing staff can be focus on new clients and carry out different activities. Navigators will draw on their existing knowledge and trusting working relationships with tenants, as well as carrying out new outreach and marketing activities to generate interest in and referrals to our progression support service. As part of our initial project set up, we will hold tenant events where we carry out focus group and "vox pops" interviews to ensure the project co-design is built 'bottom up' to ensure maximum engagement and success, and to provide robust baseline evidence in building our programme evaluation and evidence from the start.

This step provides innovation through the focus on and co-design with social housing tenants and joint working with social housing and homeless prevention providers.

Step 2: Diagnostic Assessment and Action Planning

All engaged tenants will undergo a diagnostic assessment of their in-work progression situation – including their assets, barriers, commitment to progression, and development opportunities. This process will build an in-depth baseline picture of project beneficiaries providing rich evidence for the project evaluation and future service design. Through our diagnostic assessments, we will better understand how an interactive web based portal could intelligently assess and direct similar groups of individuals to relevant packages of support as part of a more cost effective system in the future. Depending on the circumstances and support requirements of each engaged tenant, Navigators will be able to action immediate support or to refer individuals for more intensive and specialist assistance from our network of providers. All beneficiaries will have a personal action plan which will be reviewed on a regular basis and used to inform our project evaluation.

This step provides innovation through the use of digital assessments and the testing of different assessment methodologies, including nationally recognised and robust evidence tools (such as Outcome Stars; Warwick-Edinburgh Mental Well-Being Scale; WellWorth etc).

Step 3: Supporting Personalised Solutions

A range of personalised support can be actioned immediately through our team of Navigators, for example, this may involve preparing a CV or job application, scanning for job vacancies, supporting individuals to investigate progression opportunities with their current employer or new employers, supporting research into formal training opportunities or helping individuals work through strategies to overcome more practical barriers to in-work progression e.g. travel and childcare. Our pilot will build on previous in-work progression support programmes so that participant information and support materials are made available, through face-to-face sessions and also through self-help web based employee toolkits. Where individuals require more complex assistance, the Navigator can procure support through a specialist commissioned provider, where more intensive, targeted and specialised approaches are required. A customer responsive budget will be held by Navigators to cover progression related costs, for example, this will be used to cover the cost of items that will support in-work progression, for example: DBS check; course fees or materials; interview clothes; specialist career coaching; counselling sessions etc.

This step provides innovation through the testing of what support works best – through better integration or through the development of new provision.

Step 4: Progression Support and Tracking

Whether providing direct support and/or procuring more specialist intervention, Navigators maintain close and regular contact with their housing tenant beneficiaries for a minimum of 13 weeks. This is to ensure that there is a consistent level of support for progression in-

work to ensure that commitments and identified actions are followed through and momentum is sustained. This follow up support will also enable the project team to collect vital evaluation data. Due to capacity constraints, it is anticipated that the maximum period of support will be 26 weeks – after which time project beneficiaries will have been supported to draw on support from a range of independent sources, e.g. in the workplace, through their trade union, through tenant support, through peer support.

In addition to these core project elements, our innovation project team will be developing and implementing a number of other critical progression support tools and activities, e.g.: organising peer support sessions; enabling employer/individual networking through jobs fairs and events; influencing existing skills and IAG provision; clarifying career pathways in locally important key sectors; implementing evidence from previous studies on sector interventions into packages for business growth.

This step provides innovation through testing the most effective methods to secure progression ‘retention’ and to track intervention outcomes.

Employer Engagement

Previous pilots on in-work progression have generally focused on employer-led sector based activity which informed our approach of a person-led pilot. We recognise, however that employer engagement will be necessary to support the individuals with whom we work into appropriate opportunities, whether they be with their current employer or through moving employer.

Looking at previous sector-specific work, particularly the UKCES Futures Programme and the work they did with hospitality and retail we know that:

- Engaging with employers through face-to-face contact, intermediaries and workshops are most effective
- Messages tailored to be relevant to the employer and their needs work best
- Employers are interested in soft skills as well as technical qualifications
- The opportunity to make the tools and toolkits developed during the programme accessible to other employers in sector is worth testing
- Developing and testing software in the timeframe of the pilot is unlikely to be feasible.

Based on this knowledge, our pilot will:

Work with the existing employer support and engagement programmes to embed key messages which align to the aims of our pilot in the work being delivered. This will principally entail the production of information and materials on High Performance Work Practices which we will roll out in advance of the interventions for individuals. The information produced will highlight the business benefits of High Performance Workplace Practices and draw on case studies which demonstrate return on investment in their sector.

Guidance will include a ‘how to’ toolkit for businesses and the advisors / engagement officers working on the identified programmes. We hope to access toolkits developed

through previous pilots such as the UKCES Futures project. Examples of behaviours to be promoted will include developing flexible job roles particularly at progression levels, staff development and training to enable wider job roles, developing performance management processes to support staff and recognize good work.

We will use employer support and engagement programmes to gather feedback from businesses which will support the identification of employers who promote 'good' jobs and on the tools we intend to provide prior to our work with individuals.

Closer to the pilot start date we will then begin to publicise the activity with employers so they are aware of the pilot and what it seeks to achieve, plus the benefits the work will offer to the West of England economy. We will also ensure that this project and the employer 'offer' forms part of an integrated package of support with seamless alignment with other core services, for example through JCP.

The value of recruitment

For employers who gain suitable new recruits for their job roles, we are keen to recognise the commercial value of this service. A recruitment advertisement in a local paper can cost around £1000; an employee found via a recruitment agent costs around 15% of the salary.

We don't expect all of the individuals that we work with to change jobs in order to progress but some of them will. We are currently exploring the use of an existing digital solution which is up and running but new to the marketplace and unproven.

When we identified these activities we looked at the existing evidence and how we could apply it to the resources we will have available in the area. We also considered roll out and sustainability. We will build this activity into the impact evaluation looking at the effectiveness of the tools, the effectiveness of different types of activities and the sustainability of these solutions. By working across sectors we can identify commonalities and also where sector specific information is required.

What is new?

Our proposed model will provide government with exciting innovations through our unique approach to improving in-work progression. This will in turn provide new evidence to inform future policy development and investments to bring about future cost efficiencies and positive impacts for the economy, businesses, families and individuals. A review of existing evidence shows that the majority of in-work progression pilots, with the exception of the DWP's own pilot, have focused on sectoral interventions such as the UKCES Futures Programme.

Our model will respond to calls at the House Of Commons Work & Pensions Committee report on In-Work Progression in Universal Credit (2015-16), including proposals that different approaches to personalised support are evaluated and that structural barriers are addressed. The project will also evaluate the effectiveness of some of the proposals submitted to the DWP in 2013 under the 'Extending labour market interventions to in-work claimants' call for ideas. New evidence will include:

- The targeting of progression support on tenants in low paid, insecure and low skilled employment – an opportunity for all partners to get to know more about the ‘working poor’ who are increasingly at risk of homelessness due to welfare reform and the increased emphasis through the UC regime on taking and evidencing proactive steps towards financial independence. As part of our project we want to engage both tenants and employers in an area wide discussion about the future of work and the issues and possible solutions for them and the West of England – we will record their views through film and digital media to share with other key stakeholders at a local, regional and national level;
- Developing and trialling ambitious new approaches to encourage career progression through more responsive IAG and skills development opportunities, including direct outreach with people who are juggling busy and sometimes stressed working lives, trialling the use of ‘contact moments’ people have with housing providers and housing benefit providers to promote opportunities to retrain and to progress. Through this pilot we are aiming to trial a range of motivational engagement strategies – through using trusted intermediaries and through directly recruited and trained navigators targeting specific WTC geographic ‘hot spots’.
- Providing personalised and specialist support to address the unique barriers to progression that are experienced by individuals – for example: low literacy, numeracy and language skills; childcare; travel; workplace support; attitudinal barriers, including perceived and actual experiences of prejudice and discrimination in the workplace based on postcode or protected characteristics; improving confidence and work place competencies; provision of careers guidance; skills development etc.
- Engaging employers differently – aligning resources with local employer engagement agencies, employer representative bodies (e.g. Business West) and Trade Unions; linking up with innovative place-based leadership business engagement (e.g. Bristol Learning City Partnership WORKS), adopting new approaches to sectoral business engagement; working across diverse sectors, including micro and SME employers – supporting individuals to progress across organisations as well as with their existing employer.
- Testing a more integrated and comprehensive approach in the West of England – working across lead employment and skills strategic leaders, commissioners and providers, and also working across funding silos to establish a more sustainable integrated model of working in the future. Using this pilot to better align mainstream skills and IAG resources in order to test how best to increase the positive outcomes for this target group – this will include better development, signposting and take up of more flexible and accessible online advice and training.

Scalability

With government support, the West of England Combined Authority will develop and test a strong in-work progression model and framework that can be scaled up and replicated in other similar localities.

The West of England area includes diverse localities within our wider sub-regional footprint, incorporating a large and small city and towns, urban, rural and coastal areas. This enables us to ‘test out’ different approaches and to gather, collate and report evidence of what works, and what doesn’t, to inform other places.

To help achieve future scalability and potential roll-out, we will:

- Evaluate outcomes across the complete West of England area which includes urban, rural and coastal communities;
- Include consideration of sectors in the evaluation looking for a relationship between existing and progression job types;
- Review relevant evidence at programme design phase and implement relevant findings (such as improving service integration to ensure individuals are aware of the available support);
- Implement evidence on working with sectors to test application within our geography;
- Produce accessible best practice ‘what works’ guides as part of the evaluation;
- Undertake to share findings through learning forums.

Target cohorts

For our two year pilot we intend to target 3000 adults aged 19+ who are in work and who are in receipt of WTC or UC, and who are also social housing tenants.

Based on the latest available UA level data, we have identified that the total numbers benefitting families in the West of England who were in work and receipt of WTC as of August 2014 is approximately:

	In-work families		
	All families		
	WTC and CTC	WTC only	Total in-work
Bath and North East Somerset UA	3,400	900	4,300
Bristol, City of UA	10,900	3,200	14,100
South Gloucestershire UA	5,500	1,100	6,600
	19,800	5,200	25,000

Local DWP colleagues have agreed to carry out further work with us to establish the cohort on UC and on WTC currently. Even if we are unable to include Universal Credit customers in this pilot, we are not dependent on this cohort for this innovation pilot to

proceed. We have sufficient numbers of potential beneficiaries across our wider cohort – i.e. people in work on low pay who live in social housing and are at risk of homelessness.

Within this broad cohort, we will be aiming to identify and work with individuals within our target cohort who also have the following characteristics:

- People who are currently presenting high level risk factors in relation to their housing situation – for example, those eligible for social housing living in temporary accommodation; social housing tenants in rent arrears who are being contacted through rent management teams;
- People with low motivation to increase their earnings as a result of entrenched cultural expectations, e.g. those who have obtained paid work for 16 hours and have satisfied the current DWP benefits regime, 'happy' to stay in this position, continuing to receive work related benefit;
- People with family commitments who feel there are insurmountable barriers to retraining and gaining higher qualifications e.g. perceptions of affordability and attitudinal factors (such as a lack of confidence) are key inhibitors;
- People with protected characteristics in relation to equalities legislation: women, BME people (including refugees with legal status to remain), Disabled people, LGBT people and older people;
- People living in geographic areas that face specific challenges in relation to employment progression e.g. rural isolation; areas of multiple deprivation etc.;
- Single parents/carers and others with caring responsibilities;
- People with few or no formal qualifications, including people with low levels of literacy, numeracy and English language skills;
- People with low level digital skills who are unable to adapt to the accelerating pace of technological change in the workplace;
- People with insecure employment contracts, including zero hours contracts;
- People living with a range of health conditions, including mental health, which is impacting on their in-work progression;
- People who work for small employers who are not planning to expand;
- People whose jobs are at risk due to restructuring, downsizing, merger or closure.

Across all these priority groups, we will utilise in-depth knowledge of housing officers and link workers to identify and support these individuals to get involved in the project, including through a range of engagement and motivational activities. Navigators will use their in-depth diagnostic assessment tools to obtain baseline information which will enable us to understand the distance travelled as a result of the project interventions and the particular support packages that work, and those that are less successful.

Value for money considerations

Affordability

We are asking for £3,951,371 DWP over the two years of the pilot. A provisional budget is included in Appendix 2.

It is planned to give a service to 3,000 people giving a gross unit cost of £1,317 per participant. This includes the higher costs that are associated with an innovative pilot, such as the full evaluation costs.

The anticipated split over the financial years is planned to be:

2017/18 = £529,993

2018/19 = £2,330,096

2019/20= £1,091,283

We will commence delivery of services nine months after the award decision is notified to us. On the current timetable we anticipate this will be January 2018.

Therefore a maximum of three months' worth of delivery costs have been included in 2017/18 and in addition we have included approximately £32,750 of start-up costs, giving the total of £529,993 for this financial year. This remains dependant on a cautious profile of referrals and starters, and it may be possible to increase this with a timely Award decision by DWP. See Appendix 2 for a provisional profile.

We propose that DWP agrees with the Combined Authority to pay a proportion as a 'service fee' and the remainder against agreed indicators. However, given this is an innovative pilot then there will necessarily be a higher risk for funders and providers. Consequently, we propose that 30% of the grant be paid as a 'service fee' and 70% against achievement of an agreed profile of starters with a personal action plan and evidence of received in-work progression services over a minimum of 13 weeks.

When we externally commission provision the majority of payments will be on a PBR basis. The contracted out elements will be put out to competitive tender and the majority of payments to the successful contractors will be by 'payments by results' or milestones for the evaluation. We expect PBR indicators to reflect those agreed between the Combined Authority and DWP for the payment of the grant.

Our model is testing how beneficiaries can access other local services and support. We have estimated the value of this 'aligned funding', which is defined as the likely value of existing local services and projects which participants may access as part of their action plans. This is estimated to be in the region of £1,214,000.

Examples of the sorts of projects and services to be 'aligned' are included in Appendix 3.

Cost Benefit Analysis

Initially, our aim is for **the pilot to be fiscally neutral**. In other words, we will generate savings in benefit expenditure which are at least equal to the cost of the pilot. This will give an overall fiscal benefit-cost ratio (in the NE CBA model) of 1, with the payback period over four years.

For the operation and delivery of the pilot we believe we need to keep the aims and indicators as simple as possible. Our intention is therefore to use an 'improved household income' indicator of £3,951,371 for Navigators and external providers. This target will generate the required benefit savings because of the reduced claim resulting from the higher income. The average reduced claim for the whole programme will be £3,293, equal to the unit cost multiplied by the projected number of those beneficiaries who report a reduction in their In Work benefit claims. See 'Performance' below for further discussion on this indicator.

However, we recognise that only covering the actual cost of the pilot is a relatively crude indicator, and there are a number of issues which must also be taken into account when doing a full CBA as part of the evaluation:

1. The indicator does not take into account **deadweight**, where people would have increased their income without the support of the pilot
2. Advice from Navigators may lead some people to **increase their benefit claim** if they were not previously receiving their full entitlements
3. It does not capture the wider **social benefits** such as improved well-being, and reduced poverty-related problems
4. The potential impact, or **displacement**, on other low-paid workers should be taken into account
5. It does not capture the specific costs and benefits of the pilot's work with **employers**.

Most of these issues are untested within the context of in-work progression. We think that with a step-by-step approach we can build a strong methodology to give robust results.

First, we intend to use the New Economy CBA model throughout the pilot. However, the model is not wholly designed for in-work projects, as such a slightly different approach will be needed. An early task of the external evaluators will be to ensure that the New Economy model is fit for purpose and that the pilot will be able to quantify the inputs required. This step will be an important element of the evaluation feasibility study (see 'Evaluation' section).

Second, we will produce a benchmark CBA model which will require the development and agreement of various assumptions about the profile of starters and performance. These assumptions will then inform the performance indicators we use for our referral agencies, in-house staff, and external providers.

The benchmark CBA can only be done by modelling different types of households claiming WTC/CTC or UC and the impact of changes to their income. We will use DWP recommended benefit calculators to estimate change in income and the reduction in benefit spending.

Third, we are committed to identifying the full range of outcomes (as identified in the NE CBA tool) and quantify the potential savings by the full range of our partners. This will be a key requirement of our external evaluators, recognising that we may need new ways to monitor and measure savings in other services.

Performance

Our aim is for the cost of the pilot to be covered by the savings generated by reduced claims for WTC/CTC or UC, and related savings. Therefore our main indicator will be the estimated cumulative benefit savings as a result of beneficiaries increasing their earnings.

Unlike conventional unemployment programmes that are funded on a defined outcome, this pilot is designed to meet, understand and test out interventions for in-work progression. This approach involves some risks as there is little hard evidence on which to base any target on the numbers of beneficiaries that will increase their earnings. This approach also means that support is likely to be more personalised as Navigators and providers will be focused on achieving earnings gains, no matter how small.

Our emphasis is therefore on achieving the cumulative benefit savings rather than numerical targets for the number of people that progress. As part of our risk mitigation, we are assuming that some people will significantly reduce their benefit claim, some will reduce their benefit claim marginally, and some may make no progress or take a long time to progress. Our starting assumption is that around 40% of beneficiaries will increase their income to one extent or another. We will put in place indicators and metrics that can monitor the numbers of people progressing and the amounts. These metrics will enable us to monitor on a regular basis the progress towards the cumulative indicator.

We want to ensure gains in income are sustained and not the result of extra hours in a limited timeframe. We intend to measure the gain in income over a period of 12 months after a person has ceased receiving support. This will mean that the evaluation will continue after the pilot has ceased, however evaluators will be asked to report regularly on performance and what is working and what improvements are needed.

We will need early discussions with government on how we accurately measure the benefit savings for the cumulative indicator. However, our assumption is that we will need to use self-declared increases in earnings by beneficiaries and input the changes into one of DWP's recognised benefit calculators to derive the reduced value of benefits. For non-UC claimants all benefit savings, including Housing Benefit and Council Tax Support, will contribute to the cumulative indicator.

Beneath the cumulative indicator we will agree more detailed performance indicators with the Department. For example, the ERA evaluation found that support increased the likelihood of working full-time, so we will be closely monitoring the numbers of people that

make the transition from part-time to full-time. Overall we will be driven by the need to ensure the pilot is fiscally neutral and at best delivers cashable savings to national and local budgets. We think our cumulative indicator, backed up by more detailed indicators and metrics, will provide a strong performance framework for the pilot as a whole and for all staff and providers.

Deliverability

Capacity and capability

In the West of England Combined Authority there is a strong vision and ambition in relation to transforming employment and skills across the 16-19 and the 19+ landscape. To drive this forward through our system leadership and integrated working, we are confident that the current Employment and Skills Leadership Team has proven capacity and capability to plan, develop and execute high quality employment support interventions that are delivered to the highest quality, on time, within budget.

A recent example of this approach was our recent management of the highly successful and the award winning HYPE West programme. This 18 month £1.4 million Cabinet Office funded programme was delivered through a multiagency partnership across the West of England including four local authorities, the DWP and a range of business engagement and employment support providers. Project management, commissioning, monitoring and evaluation systems were efficiently designed and operated across a complex geo-political landscape. As a direct result of our successful project outcomes, including widespread sharing of best practice, elements of the HYPE West model have now been mainstreamed through on-going funding, including through public health. Evidenced practice has also been used to inform our integrated employment and skills model, including this new innovation pilot.

In addition to our existing internal capacity and capability, the Combined Authority is also in a strong position to draw on external expertise and resources to support our project development and delivery. As an initial step, to help us develop this business case, we have engaged an expert consultant through the Learning and Work Institute. In developing our evaluation strategy, we will also be keen to draw on both national and local expertise through specialist agencies and local HE partners.

Commissioning

Across the new Combined Authority we are establishing a responsive procurement system that will enable us to resource flexible and agile solutions to meet our unique employment and skills challenges.

One of the advantages of place-based working is our ability to implement flexible support funding and dynamic purchasing, and building on our strong network of innovative, creative and niche local suppliers to address very local customer needs.

As we plan and refine our Innovation Pilot, we will be able to build on the HYPE West commissioning system, and also draw on legal input and feedback in the development of the new Work Zone 'spot purchasing' umbrella agreement system in Bristol. This will enable us to draw upon a broad provider base and to have a team of independent Navigators spot purchase the best solution to meet individual needs, through expanding our established framework of specialist provision.

Jobcentre Plus Engagement and Integration

DWP Jobcentre Plus is a lead partner in the development and delivery of our in-work innovation pilot. At this initial planning stage, DWP/Jobcentre Plus senior and operational managers in the West of England have identified a number of aspirations and expectations in relation to their involvement and contribution to the project:

- One of the main Jobcentre Plus (JCP) Departmental priorities at this time is the transition to UC full service. UC is underpinned by employment progression. Whereas new claimants or those under-going benefits change will migrate to UC, those who form part of the 'old' case load will not migrate in the first instance and will take some time before they do. The West of England In-Work Progression Innovation Pilot is being co- designed to provide invaluable additional support in identifying and engaging with WTC claimants, in preparation for UC full service by 2021. Whilst this critical preparatory work is being undertaken through a collaborative partnership, with close input and steer from the local JCP Team, our involvement of housing delivery and other local specialist advice and support partners is intended to avoid placing negative capacity pressures on day-to-day JCP operations in the field.
- UC is intended to make the local labour market more dynamic. People on WTC may not feel great motivation to increase their earnings and expand their hours – by improving this motivation and providing support the innovation pilot could remove 'log jams' in the labour market and allow flow for new entrants.
- DWP UC conditionality regime – HYPE West worked best when project staff worked face-to-face with JCP job coaches and advisers. This enabled JCP staff to keep up to speed with community based services and project staff to understand the place of individuals in relation to the DWP benefits regime. In relation to the In-Work Progression Pilot it will be essential that individuals receive single messages and joined up advice, particularly in relation to updated conditionality where individuals will start to experience more pressure to increase their financial status and reduce their dependency on state benefits.
- Across our combined authority partnership, this pilot will also enable us to build a more coherent overall package of employment support through improved joined up working and service integration. Our project steering group will provide a senior manager forum to ensure that related interventions are aligned to help inform our co-design of an effective local delivery model e.g. DCLG preventing homelessness advice model; DWP In-Work Progression Trial.

- Culturally, DWP Jobcentre Plus are committed to moving away from numerical targets for people to get into work and to introduce a greater focus on quality customer service – this will take some time and will form part of the UC full service implementation. The Combined Authority can support the DWP with this transformation process as we work towards a more integrated model and service offer.

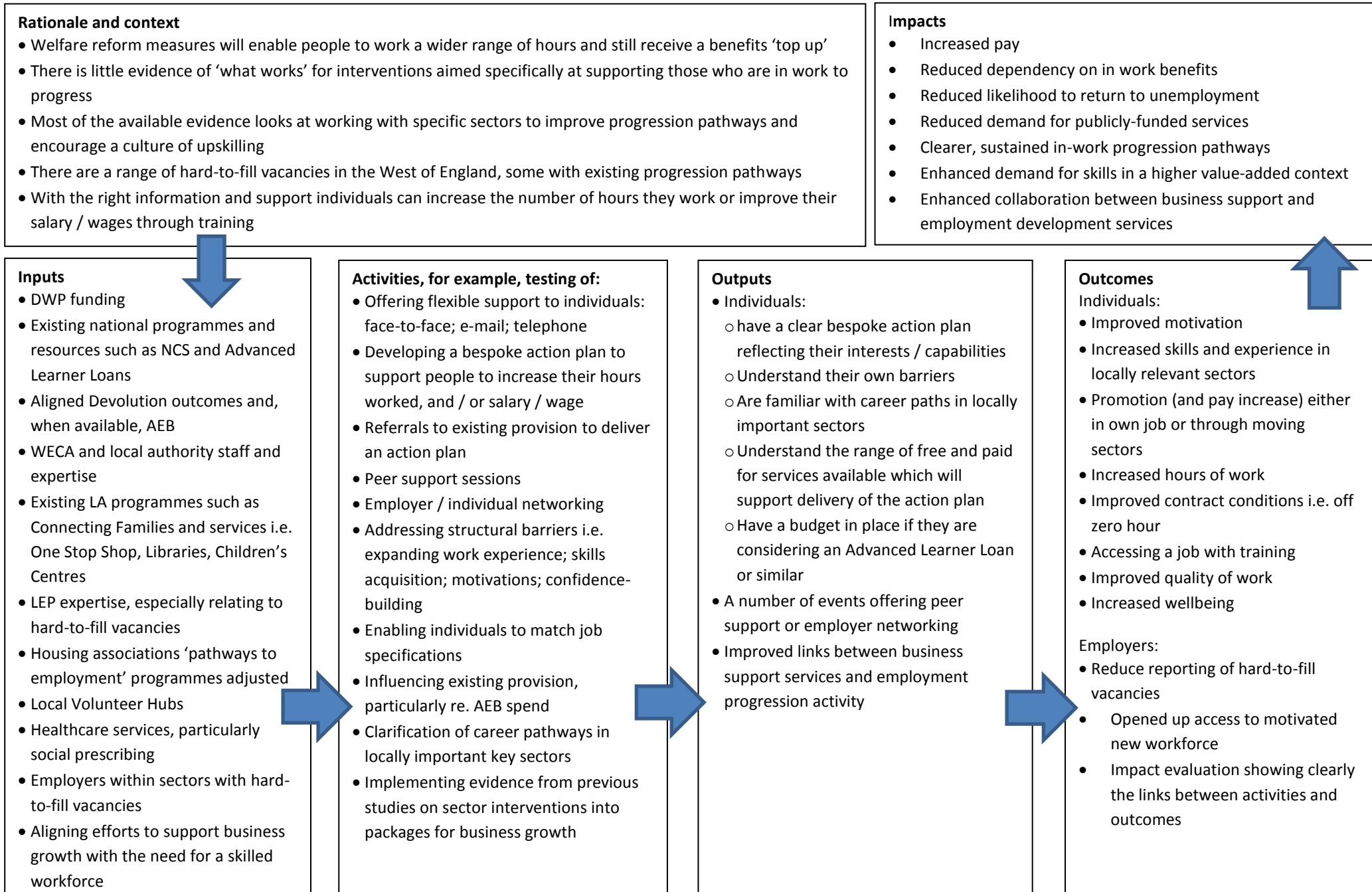
Governance

The West of England Combined Authority will be the lead accountable body for our Innovation Fund pilot, made up of the new elected mayor and CEO/mayor representatives of our constituent local authorities.

A high level project steering group will be formed to oversee and manage the project on a day-to-day basis, serviced and supported by the project manager and project support worker. This steering group will be made up of all lead partner organisations across the local authorities and the DWP, with co-opted representatives from partner organisations e.g. registered social landlords, TU organisations; employers/employer engagement bodies.

A separate provider network will be formed to support effective sharing of good practice.

A detailed project governance diagram is included in Appendix 4.



Appendix 2: Financial and Beneficiary Profile

Innovation Programme Budget	17-18			18-19					19-20				Grand Total
	Q3	Q4	Total	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Total	
Staffing fixed costs													
Project manager	£12,500	£12,500	£25,000	£12,500	£12,500	£12,500	£12,500	£50,000	£12,500	£12,500	£12,500	£37,500	£112,500
Support officer	£8,750	£8,750	£17,500	£8,750	£8,750	£8,750	£8,750	£35,000	£8,750	£8,750	£8,750	£26,250	£78,750
Senior Management Time	£0	£0	£0	£0	£1,000	£0	£0	£1,000	£0	£1,000	£0	£1,000	£2,000
Total Staffing	£21,250	£21,250	£42,500	£21,250	£22,250	£21,250	£21,250	£86,000	£21,250	£22,250	£21,250	£64,750	£193,250
Infrastructure Set Up													
Office Equipment	£1,500	£1,500	£3,000	£1,500	£1,500	£1,500	£1,500	£6,000	£1,500	£1,500	£0	£3,000	£12,000
Self Help Portal and Toolkit Development	£0	£20,000	£20,000	£0	£0	£0	£0	£0	£0	£0	£0	£0	£20,000
Legal, Financial and Procurement Costs	£0	£25,000	£25,000	£0	£0	£0	£0	£0	£0	£0	£0	£0	£25,000
CRM System	£0	£10,000	£10,000	£0	£0	£0	£0	£10,000	£10,000	£0	£0	£0	£20,000
Marketing & Focus Groups	£10,000	£13,000	£23,000	£0	£3,000	£0	£4,000	£7,000	£0	£0	£0	£0	£30,000
Total Infrastructure	£11,500	£69,500	£81,000	£1,500	£4,500	£1,500	£15,500	£23,000	£1,500	£1,500	£0	£3,000	£107,000
Programme Costs													
Navigators, (Outreach, Engagement Diagnostic and Light Touch)	£0	£160,000	£160,000	£160,000	£160,000	£160,000	£160,000	£640,000	£160,000	£160,000	£160,000	£480,000	£1,280,000
Employer Engagement	£0	£55,000	£55,000	£75,000	£55,000	£65,000	£75,000	£270,000	£75,000	£0	£0	£75,000	£400,000
Referral Costs to referring agencies	£0	£10,500	£10,500	£16,200	£12,600	£16,500	£18,000	£63,300	£14,100	£2,100	£0	£16,200	£90,000
Intervention Start- 0-8 hours contact time	£0	£49,000	£49,000	£75,600	£58,800	£77,000	£84,000	£295,400	£65,800	£9,800	£0	£75,600	£420,000
Total	£0	£274,500	£274,500	£326,800	£286,400	£318,500	£337,000	£1,268,700	£314,900	£171,900	£160,000	£646,800	£2,190,000
Upfront Payments													
8 - 16 hours contact	£0	£1,330	£1,330	£3,710	£2,730	£4,200	£3,850	£14,490	£3,990	£1,190	£0	£5,180	£21,000
16-24 hours contact time	£0	£1,960	£1,960	£12,600	£13,720	£14,000	£15,400	£55,720	£16,800	£9,520	£0	£26,320	£84,000
24 hours + contact time	£0	£0	£0	£12,250	£18,900	£14,700	£19,250	£65,100	£21,000	£16,450	£2,450	£39,900	£105,000
Total Upfront Payments	£0	£3,290	£3,290	£28,560	£35,350	£32,900	£38,500	£135,310	£41,790	£27,160	£2,450	£71,400	£210,000
13 Week KPI Sustainment Payments													
0-8 Hours contact time													
8 - 16 hours contact	£0	£0	£0	£998	£2,783	£2,048	£3,150	£8,978	£2,888	£2,993	£893	£6,773	£15,750
16-24 hours contact time	£0	£0	£0	£1,470	£9,450	£10,290	£10,500	£31,710	£11,550	£12,600	£7,140	£31,290	£63,000
24 hours + contact time	£0	£0	£0	£0	£9,188	£14,175	£11,025	£34,388	£14,438	£15,750	£14,175	£44,363	£78,750
Total Outcome based 13 weekKPI sustainment payments	£0	£0	£0	£2,468	£21,420	£26,513	£24,675	£75,075	£28,875	£31,343	£22,208	£82,425	£157,500
Client Responsive Budget	£0	£112,000	£112,000	£172,800	£134,400	£176,000	£192,000	£675,200	£150,400	£22,400	£0	£172,800	£960,000
Evaluation	£0	£16,703	£16,703	£16,703	£16,703	£16,703	£16,703	£66,811	£16,703	£16,703	£16,703	£50,108	£133,621
Total Programme Costs	£32,750	£497,243	£529,993	£570,080	£521,023	£593,365	£645,628	£2,330,096	£575,418	£293,255	£222,610	£1,091,283	£3,951,371

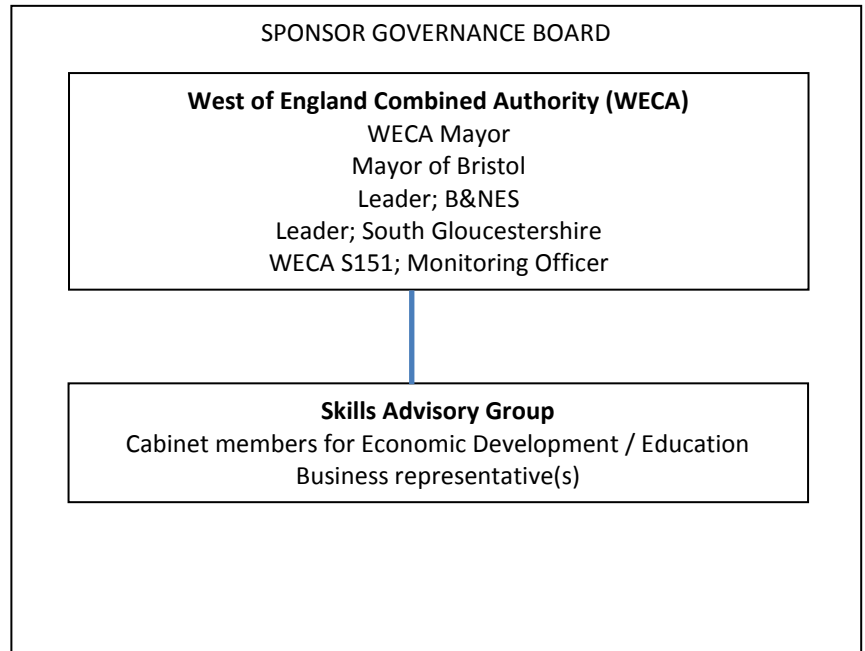
Innovation Programme Profile	17-18			18-19					19-20				Grand Total
	Q3	Q4	Total	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Total	
Programme Element													
Engagement	0	350	350	540	420	550	600	2110	470	70	0	540	3,000
Light Touch Service													
Intervention Start and production of action plan	0	105	105	162	126	165	180	633	141	21	0	162	900
Achievement	0	0	0	11	68	74	75	227	83	90	51	224	450
Full Service Upfront													
Intervention Start and production of action plan	0	245	245	378	294	385	420	1477	329	49	0	378	2,100
Achievement	0	0	0	16	143	177	165	501	193	209	148	550	1,050
Employer Engagement	0	110	110	150	110	130	150	540	150	0	0	150	800
Numbers Accessing Client Responsive Budget	0	280	280	432	336	440	480	1688	376	56	0	432	2,400

Appendix 3: Aligned Funding Elements

Element	Total	Estimated volume	Estimated Unit Cost
Tenant Support and Homeless Prevention Services	£52,500	70	£750
Targeted Adult Education and Apprenticeship Provision / SFA Funded Provision	£270,000	180	£1,500
ERDF West of England Business Support Services	£50,000		
West of England Enhanced CEIAG service	£32,000	80	£400
Bristol City Council Work Zone Programme and Ways 2 Work Network	£88,000	80	£1,100
Bristol Learning City WORKS programme – including web portal and toolkits for employers and individuals	£4,000	20	£200
Bristol and South Glos Community Learning Budget	£32,000	80	£400
B&NES Your Care, Your Way linked employment portal, (currently under development).	£45,000	60	£750
Local Section 106 Development Obligations.	£42,000	60	£700
Employment and Skills Obligations through social value clauses in Council procurement activities.	£49,000	70	£700
Housing associations 'pathways to employment' programmes X4	£140,000	100	£1,400
Existing Social Prescribing Contracts	£15,000	25	£600
Big Lottery / ESF and other major VCS national and local programmes e.g. Hire Me My Way which is setting up in the West of England area	£168,000	140	£1,200
Work experience opportunities bespoke to individual needs through partner employers.	£50,000	100	£500
Skills West Connecting for Success	£50,000		
HYPE West - Further System / Process Development and alignment with Innovation Project	£40,000		
WECA and local authority staff and expertise	£50,000		
LEP expertise, especially relating to hard-to-fill vacancies and business engagement	£36,500		
Total	£1,214,000		

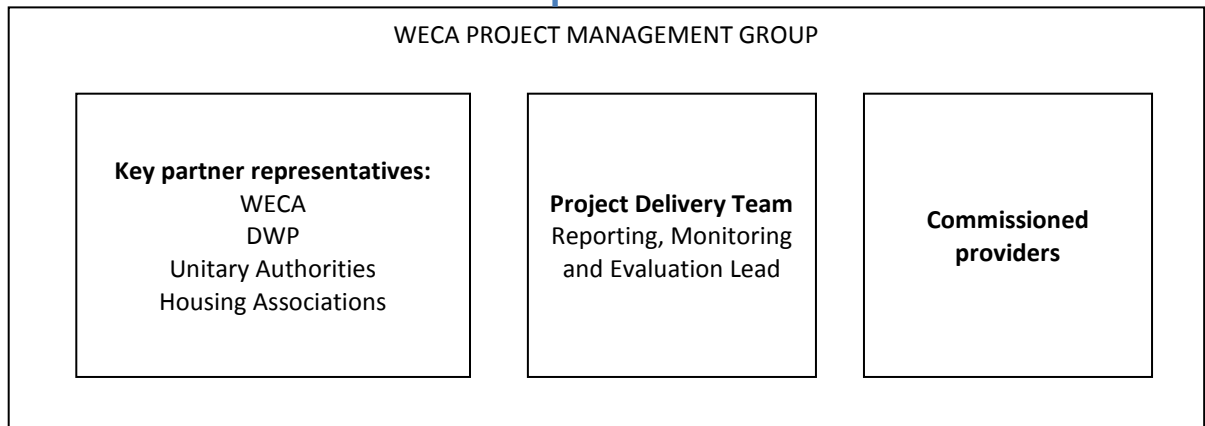
Note: Estimated values and volumes are based on predicted demand from beneficiaries requiring 'light touch' support over the two years of the pilot and are based on the current known/budgeted position. They do not reflect any potential changes in budgets/grants/programmes during the life of the project as these are currently unknown. Exact values for each individual will be identified through project monitoring. Additional and greater aligned resources will be captured through monitoring the activities undertaken by each individual engaged and supported.

Appendix 4: Project Governance Diagram



- Resolution of key issues*
- Decision taking beyond delegated powers*
- Reviewing project performance*
- Ensuring effective delivery*
- Challenge and support for the project team*
- Option to bring in specialist advisors*

- Project Advisors
- Tenant Reps
- Trade Unions
- Business West
- Key Sector Reps
- Advice Services
- Training Providers



- Day-to-day project management*
- Reporting against plan to SGB*
- Identifying matters requiring reference to the SGB*
- Coordinate the functional outputs of the project*
- Establish communications and information flows*

ITEM: 13**REPORT TO: WEST OF ENGLAND COMBINED AUTHORITY****DATE: 30th OCTOBER 2017****REPORT TITLE: AGREE NEXT STEPS FOR ADULT EDUCATION BUDGET****AUTHOR: CHRIS JENNINGS, INTERIM HEAD OF BUSINESS & SKILLS, WECA****Purpose of Report**

- 1 To provide an update on the current position regarding devolution of the Adult Education Budget to the West of England Combined Authority (WECA).
- 2 To seek a decision on how to work with the Department for Education during the 'transitional' 2018/19 academic year ahead of full devolution which is now planned for 2019/20. We have been asked been asked to inform DfE of our preferred approach.

Background

- 3 The principal purpose of AEB is to provide adults with the skills and learning they need to equip them for work, an apprenticeship or further learning. This includes the provision of statutory entitlements such as a first full level 2 qualification for those aged 19-23.
- 4 AEB provision has previously been determined by National Government with the budget being administered by the Education and Skills Funding Agency (ESFA). As laid down in the West of England Devolution Agreement however, Government has committed to devolve responsibility for the 19+ Adult Education Budget (AEB) in the WECA area to the Combined Authority.
- 5 Devolution of AEB was originally intended to take place in time for the 2018/19 academic year. Due to a number of different factors, including the June 2017 UK Parliamentary Election, Government's current intention is to devolve responsibility for this budget to WECA for the 2019/20 academic year. Following this decision Government has committed to working with Combined Authorities during a 'transitional' year (2018/19) to ensure as much responsibility as possible can be passed to local areas.

Progress Update

- 6 Officers from across the Constituent Councils within the WECA area have been working to prepare for devolution over many months and recently WECA reassigned a post, from within existing resources, to focus on this important area of work.

ITEM 13

- 7 A key element of preparing for devolution has been working with Government to agree a set of Readiness Conditions and Operational Readiness Tests in time for the 2019/20 academic year. This includes work in the following areas:
- a. Governance and business planning
 - b. Funding rules and eligibility
 - c. Provider funding and allocations systems
 - d. Contracting
 - e. Funding formula rates
 - f. Provider management arrangements
 - g. Data collection, analysis and reporting
- 8 In addition, officers have been working to understand the financial and resource implications of devolution for WECA. There are many contracts in place across the region that are currently contracted and administered by the ESFA. We need to identify what resources will be required locally to manage this new work, which is not currently resourced. We have also begun to explore the setting up of data sharing agreements with the ESFA to enable us to understand better current provision in the region.
- 9 Once an analysis of current provision is complete, the focus for the next element of work will be to develop recommendations for the Combined Authority for what changes should be made to AEB provision.

Options for transitional year

- 10 With devolution of AEB now planned for the 2019/20 academic year the Department for Education (DfE) are offering two different options for how they can involve Combined Authorities with local commissioning of AEB for the 2018/19 academic year. The two options that have been proposed are 'delegation' and 'influencing'.

Delegation

- a. The Secretary of State for Education delegates AEB functions and funding to the Combined Authority, essentially seeking to bring devolution powers forward through another legal mechanism other than statute.
- b. Acting as the Secretary of State's agent, the Combined Authority decides on adult education provision for its residents, commissions provision, funds providers and manages delivery of provision.
- c. Terms and conditions of the delegation would be the mechanism by which DfE would hold the CA accountable and assure itself that the planned set of provision is consistent with the Secretary of State fulfilling her functions.
- d. Implementation and timing challenges are as great as they would have been for full devolution.
- e. This option enables a devolved area to exercise greater control over AEB but with a greater share of risk. It requires an area to have all relevant systems and practices in place within a very short timeframe.

Influencing

- a. WECA 'steering' the use of AEB funding during the 2018/19 academic year.
- b. The CA would be able to vary allocations for certain in-scope providers within a framework. The full range of in-scope providers has yet to be determined by DfE.
- c. Final funding allocations would be made to the relevant providers by the Education and Skills Funding Agency (ESFA) in line with locally agreed plans.
- d. The ESFA would carry out the funding activity on behalf of the MCA for 2018/19, in advance of it establishing full funding and provider management systems, to support full devolution for 2019/20.
- e. Existing AEB funding policies, rates, rules and performance management would apply to all 2018/19 delivery. The national funding formula would continue to apply.

ITEM 13

- f. This option enables less direct control over AEB but does not require the implementation of new systems and practices. It enables WECA to influence AEB delivery whilst building towards full devolution.

11 Whilst the delegation option is the closest to full devolution and would therefore, give greatest control to the region, we believe that there are too many risks involved in seeking to take this approach at this stage. For example:

- a. The Secretary of State for Education has yet to conclude whether the Delegation option is achievable within the timeframe required for the 2018/19 academic year.
- b. Clarity over the full scope of the delegation option and its legal basis have yet to be provided by DfE and so cannot be properly considered by WECA. Therefore, the ongoing timeframe for achieving the necessary work is not fully known (but likely further compressed).
- c. As the operational readiness tests for the delegation option are not finalised the resource implications are not fully known.
- d. We have not yet completed the work required to recommend any changes to the AEB provision and resources are not in place to undertake this work.

12 Given these risks we recommend that influencing is the best option for the transitional year.

Consultation

13 This paper has been developed in consultation with officers in the constituent councils within the Combined Authority and discussed at the Skills Advisory Board. The Board's views will be provided to the Committee from the Chair of the Advisory Board (Tim Bowles).

Public Sector Equality Duties:

14 There are no equalities implications in relation to this report, any future changes to AEB will be subject to full consideration of relevant equality legislation.

Economic Impact Assessment:

15 Whilst the impact of how the AEB budget is spent will have a positive economic impact by supporting residents to improve their skills and consequently career potential, there are no Economic Impacts arise as a direct result of this report.

Legal Implications:

16 There are no legal implications resulting from this report.

Finance Implications:

17 The Budget Outturn paper (separately on this agenda), includes resourcing proposals for the WECA which would provide for 1 FTE to manage AEB work. This resource is required regardless of the option for the transitional year, to prepare for devolution.

18 In addition, we have bid for additional funding from the DFE to resource wider implementation activity to support the influencing option. Financial implications of full devolution are not yet known

Human Resources Implications:

19 No HR implications arise as a result of this report.

ITEM 13

Recommendation:

20 That WECA endorses the influencing option from the two proposals tabled by DfE.

Report Author: Henry Lawes

Telephone: 0117 428 6210

West of England Combined Authority Contact: Henry Lawes

ITEM: 14**REPORT TO: WEST OF ENGLAND COMBINED AUTHORITY****DATE: 30th OCTOBER 2017****REPORT TITLE: APPROVE EMPLOYMENT SUPPORT INNOVATION PILOT FUNDING****AUTHOR: CHRIS JENNINGS, INTERIM HEAD OF BUSINESS & SKILLS, WECA****Purpose of Report**

- 1 To provide a brief update on the DWP-funded Employment Support Innovation Pilot being managed by the West of England Combined Authority (WECA) and delivered in partnership with constituent councils.
- 2 To seek approval to grant fund Councils to enable delivery of the pilot project.

Background

- 3 The WECA Employment Support Innovation Pilot (ESIP) is a £3.9m initiative funded by the Department of Work and Pensions. The programme will work with c.3,000 individuals who are in employment, claiming in-work benefits (i.e. Working Tax Credit / Universal Credit) and are resident (or awaiting tenancy) in social housing. The pilot will provide support to these individuals, helping them raise their own skill levels and motivation for career progression leading to more secure or higher quality employment. Overall, the project will seek to maximise participation of the Combined Authority's workforce in the economy and support residents to benefit from the prosperity and opportunities in the region.
- 4 It should be noted that whilst this pilot is a component of the West of England Devolution Deal (published 16 March 2016), para 22 of the deal text refers to target group as "those who are hardest to help and furthest from the labour market". Following detailed discussions with DWP in the development of a successful business case, it recommended the focus of the pilot change to the current cohort.
- 5 WECA will be accountable to DWP for the funding and will monitor delivery and oversee the programme's evaluation. Following an external recruitment process, a Project Manager (Sue Dobson) was appointed on 9 October 2017. A project steering group has been established comprising officers from WECA and constituent councils. Project front-line delivery will commence in early 2018 and last for a two-year period up to and including December 2019.

ITEM 14**Funding**

- 6 WECA will receive funding from DWP in three tranches (in 2017/18, 2018/19 and 2019/20 financial years) across the life of the project totalling £3,959,652. The majority of funding will be granted to the constituent local authorities, subject to individual grant funding agreements. Each local authority will be responsible for successful delivery in their local area as part of the overall programme, delivered within the levels of funding agreed. The proposed funding split, based on resident population demographics and associated delivery, outputs and targets – and agreed by local authority officers on the WECA Skills Officer Group – is as follows:

Authority	Project funding¹	Proportion of total project²
Bath & North East Somerset	£915,000	23%
Bristol, City of	£1,823,000	46%
South Gloucestershire	£915,000	23%
WECA	£307,000	8%

Consultation

- 7 This financial profile of the project was developed by – and in consultation with – officers in the constituent councils within the Combined Authority and WECA officers. A progress update on the programme was discussed at the Skills Advisory Board. Any additional views from the Advisory Board will be provided to the Committee from the Chair of the Advisory Board (Tim Bowles).

Public Sector Equality Duties:

- 8 There are no equalities implications in relation to this report.

Economic Impact Assessment:

- 9 Whilst it is hoped that by providing additional support to the identified cohort of residents there will be a positive impact both for the individuals and for the wider economy, no specific economic impacts arise as a direct result of this report.

Finance Implications:

- 10 This report describes the grant funding of income to be received by WECA from the Department for Work and Pensions. Individual councils are responsible for the successful delivery of the programme within agreed funding levels and subject to a local grant funding agreement. The programme budget has been developed and agreed by officers from each constituent council.

Legal Implications;

- 11 In securing these funds the Combined Authority is relying on its general power of competence and the education powers contained in the Order. Following the transfer of funds to the Mayoral budget the Mayor will use the power to pay grants contained in Article 7 of the Order to allocate the funds to the constituent councils.

¹ These figures are rounded to the nearest '000

² These figures are rounded to nearest whole %

ITEM 14**Human Resources Implications:**

- 12 Local authorities will choose the delivery model most appropriate to their needs. This may include employing staff (“navigators”) directly to deliver front-line work or undertake this through arrangements with local partners. Differing approaches will have differing HR implications in terms of fixed-term employment of staff.

Recommendation:

- 13 That the WECA approves a sum of £3.96m resource to be allocated as follows:
- a. Within the WECA Budget to fund WECA project costs (£307,000)
 - b. to the Mayoral Budget to enable to allocation of grant funding to councils to meet the costs of delivery (£3,653,000) subject to the full grant of £3.96m being paid to the Combined Authority by DWP.
- 14 That the Chief Executive in consultation with the Mayor be delegated responsibility for making appropriate arrangements for grant funding the constituent council(s) for the delivery of this project including agreeing the profile and amounts of funding between financial years

Report Author: Adam Powell

Telephone: 0117 4286210

West of England Combined Authority Contact: Adam Powell

ITEM: 8

REPORT TO: WECA SCRUTINY COMMITTEE

DATE: 6 DECEMBER 2017

REPORT TITLE: PROGRESS REVIEW OF LOCAL ENTERPRISE PARTNERSHIP FUNDING STREAMS

AUTHOR: PETE DAVIS, WEST OF ENGLAND COMBINED AUTHORITY

Purpose of Report

1.1 To provide an update and progress review for the LEP Local Growth, Economic Development and Revolving Infrastructure Funds.

Background

2.1 A consistent approach has been developed, the 'One Front Door', for the identification, development, approval and change management for schemes seeking funding through the LEP Local Growth, Economic Development and Revolving Infrastructure Funds. This involves recommendations being made by an Investment Panel comprising the Chief Executives of the Local Enterprise Partnership and the four local authorities, oversight by the LEP Board and formal decision making by the West of England Joint Committee. For schemes within the Economic Development Fund advice will be provided to the four Council S151 officers as part of business case approval decision.

2.2 It is recognised that transparency, accountability and ensuring value for money must be central to these arrangements, and Government have set out their expectations in this regard in the 'Local Enterprise Partnership - National Assurance Framework'. The [West of England assurance framework](#) sets out the way in which these requirements are met.

Project Development, Approval, Monitoring and Evaluation

3.1 All schemes follow a consistent process across the project lifecycle:

- Completion of an Outline Business Case describing the scheme, its fit with local strategy, an assessment of its impact including job creation/GVA, the cost and source of funding and a description of how it will be delivered and when.
- Once a scheme is approved regular Highlight Reports are produced and changes to cost, programme, scope or benefits are captured in Change Requests which are approved by the Joint Committee.
- Preparation of a Full Business case structured in line with HM Treasury's 5 case Business Case Appraisal process which shows how schemes:

- are supported by a robust case for change that fits with wider policy objectives – the ‘**strategic case**’;
- demonstrate value for money – the ‘**economic case**’;
- are commercially viable – the ‘**commercial case**’
- are financially affordable – the ‘**financial case**’; and
- are achievable – the ‘**management case**’.

These [Full Business Cases](#) are published on the LEP website at the point of decision making by the Joint Committee.

- Full Business Cases include a Monitoring and Evaluation Plan which demonstrates the relationship between the project investments (inputs), the activities and outputs funded, and how they are predicted to generate the planned outcomes and impacts.
 - These Business Cases also include an [Equality and Diversity Impact Assessment and Plan](#) and these are published on the LEP website.
 - Once a Full Business Case has been approved by the Joint Committee a Grant Offer Letter is drawn up between WECA (who are the accountable body for LEP funding) and the organisation promoting the project. This allows funds to be drawn down in line with the arrangements for the particular fund.
 - At completion, schemes produce an End of Project Delivery Report which captures the achievement of objectives; performance against time, cost and benefits; successes; lessons learned; and follow on actions. These are published on the LEP website – see example for [Bristol Robotics Laboratory and the University Enterprise Zone](#)
 - Schemes produce an Evaluation Report at one year and three years post completion. The first of these are in production.
- 3.2 This consistent approach seeks to ensure efficiency in scheme business case development and reporting, and the opportunity to blend schemes across different funding streams to support delivery or to ensure grant spend meets allocations.
- 3.3 The way that the three funding programmes operate, their constituent schemes and current outputs and outcomes are set out in turn in sections 4 – 6. The composition of the programmes, current stage of approval and funding allocations are shown in Appendix 1.

Local Growth Fund (LGF)

- 4.1 The LGF is grant funding awarded by Government following the production of the Strategic Economic Plan in 2014 (Growth Deal rounds 1 and 2), and a [follow up bid](#) submitted in July 2016 (round 3). The total funding awarded was £202.1m over the period 2015/16 - 20/21, of which a total of £59m was spent in 15/16 - 16/17. Fully approved schemes are paid grant quarterly in arrears against costs incurred. There was a requirement from Government to spend funds in year for 15/16 and 16/17, and whilst this has softened in accounting terms, performance with delivery is still assessed including an annual review.
- 4.2 Through the Growth Deal there is a target to create 6,000 jobs and lever in £200m of match funding. We are on track to meet these targets and to date fully approved projects forecast the creation of 2,700 jobs and £158m of public and private sector match funding. These will be confirmed through post scheme completion evaluation reports. To date 9 schemes are complete or substantially complete:
- [Weston College Future Technology Centre](#)
 - [Sustainable Transport Package 15/16](#)

- [Bath College B&NES Construction Skills Centre](#)
- [Bristol Robotics Laboratory and University Enterprise Zone](#)
- [North Somerset Enterprise Technology Centre](#)
- [Aerospace Bristol](#)
- [City of Bristol Advanced Engineering Centre Extension](#)
- [Aztec West Roundabout](#)
- [Weston College Law and Professional Services Academy](#)

A further 11 schemes are in the delivery phase – construction or installation of equipment.

- 4.3 A description of all the schemes in the LGF programme which are complete, fully approved or approved with conditions is shown in Appendix 2. The current profile of LGF funding is shown in Figure 1. This shows that the LGF funds allocated to 17/18 total £49.8m, whilst total forecast spend this year is currently forecast to be £35.8m, a shortfall of £14.1m. Overall the LGF remains overprogrammed by £25.4m. This is based on previous experience of scheme withdrawal and delay but this is will be kept under review, and will need to reduce as we move through to the end of the period of funding.

Economic Development Fund (EDF)

- 5.1 The EDF is a fund of £500m created through the City Deal and derived from business rate growth in the Bristol Temple Quarter Enterprise Zone and five Enterprise Areas – Bath City Riverside, Junction 21, Avonmouth/Sevenside, Filton and Emersons Green. The fund operates for 25 years (currently in year 4) and as the growth is cumulative, funds in the later years are higher than those in the early years. To overcome this cashflow situation, and ensure the infrastructure key to the growth is delivered when needed, the Council(s) promoting the scheme borrow to fund infrastructure early, with costs (capital and interest) being repaid over the duration of the fund.
- 5.2 The implementation profile of the schemes within the programme is spread over the 25 year period to ensure there is cash held to cover calls on the Fund. Appendix 3 sets out the current performance of the pooled business rates for EDF. This also details the complete EDF programme including forecast spend.
- 5.3 To date the only EDF schemes which have completed are **North Somerset Enterprise Technology Centre, Aerospace Bristol** and **Aztec West Roundabout** (as above). These schemes all include a blend of EDF and LGF. A further 4 schemes are being delivered and the EDF also funds the **Invest in Bristol and Bath** inward investment service and the **Bristol Temple Quarter Programme Team**. A description of all the schemes in the EDF programme which are complete or fully approved is shown in Appendix 4.
- 5.4 The recently enacted Bristol Temple Quarter Extension and Bath and Somer Valley Enterprise Zone will be dealt with via separate funding pools following the same scheme approval arrangements.

Revolving Infrastructure Fund (RIF)

- 6.1 The £56.7m RIF was created from awards by Government from the Growing Places Fund (£16.9m) and Regional Growth Fund (£39.8m). The fund commenced in Spring 2013 and seeks to enable the delivery of infrastructure required to unlock or serve development that will bring about economic and/or housing growth. The types of infrastructure supported by RIF include pieces of physical infrastructure such as roads, flood relief schemes or bridges that can be classed as open access public infrastructure.

ITEM 8

Local Growth Fund Schemes Spend £000s	15/16	16/17	17/18		18/19	19/20	20/21	Total
	Grant Claim	Grant Claim	Grant Claim for 16/17	Current 17/18	Current Profile	Current Profile	Current Profile	Current Profile
Transport Schemes								
MetroWest Phase 2 Development Costs	140	351	53	1,632	1,024	-	-	3,200
MetroWest Phase 1 Development Costs	3,304	3,291	251	2,002	-	-	-	8,848
MetroWest Phase 1 Implementation	-	-	-	-	42,058	2,494	-	44,552
Sustainable Transport Package 15/16	2,898	-	-	-	-	-	-	2,898
Sustainable Transport Package 16/17	-	1,934	71	1,799	-	-	-	3,804
Sustainable Transport Package 17/18	-	-	-	2,438	1,112	-	-	3,550
Sustainable Transport Package programme	-	-	-	-	2,000	2,500	3,171	7,671
Pinch Points - West Wick Rbt and North South Link	-	1,783	-	-	-	-	-	1,783
Pinch Points - Aztec West Roundabout	-	1,833	268	1,101	-	-	-	1,000
Portway Station	-	-	-	-	238	315	-	553
Pinch Points - A4018 Corridor Improvements	-	-	-	-	-	625	1,000	1,625
Saw Close Public Realm, Bath	-	112	-	-	-	-	-	112
Weston-super-Mare Town Centre	-	-	-	-	750	750	-	1,500
Transport GD3 Thematic Allocation	-	-	-	-	1,250	1,250	2,000	4,500
FE Skills Capital Schemes								
Weston College Future Technology Centre	2,743	-	-	-	-	-	-	2,743
Law and Professional Services Academy	5,563	13,829	-	-	-	-	-	19,392
Advanced Engineering Centre Extension	-	784	949	2,225	45	-	-	4,003
B&NES Construction Skills Centre	-	1,419	1,313	-	-	-	-	2,732
North Somerset Enterprise Technical College	-	2,177	-	-	-	-	-	2,177
Increasing the capacity of the BEMA Training Centre	-	-	-	20	51	4	-	75
Weston College Construction Skills Centre	-	-	-	612	2,659	-	-	3,271
Weston College Health and Active Living Skills Centre	-	-	-	2,650	2,709	-	-	5,359
Skills Capital GD3 Thematic allocation	-	-	-	-	1,000	4,000	2,000	7,000
Infrastructure Schemes								
Aerospace Bristol	-	1,700	-	1,200	-	-	-	500
Superfast Broadband SGC	-	714	-	556	40	-	-	1,310
Superfast Broadband CDS	-	-	-	400	-	-	-	400
B&B Cultural Destinations Media Bank	-	14	-	133	-	-	-	147
Town Square, Weston-super-Mare	-	1,227	61	1,090	100	-	-	2,478
Bath Quays Bridge	-	355	-	615	-	-	-	970
Cattle Market Road Demolition Works	-	278	95	502	-	-	-	875
Bath Quays South Phase 1 Enabling Infrastructure	-	-	-	1,153	-	-	-	1,153
Bath Quays North Phase 1b Relocation of Coach Park	-	-	-	97	-	-	-	97
Colston Hall Phase 2 Transformation Project	-	-	-	-	5,000	-	-	5,000
Innovation Schemes								
Bristol Institute of Technology, BRL and UEZ	1,952	2,548	-	-	-	-	-	4,500
Bath Innovation	-	-	-	-	-	8,750	-	8,750
Health Technology Hub	-	1,036	103	191	-	-	-	1,330
FoodWorks ^{SW} Innovation Centre	-	-	-	3,646	5,715	-	-	9,361
NTProStruct	-	2,374	1,484	-	-	-	-	3,858
Advanced Composites Bridge	-	-	-	908	2,833	1,309	-	5,050
OPCR - Sensor Factory, CAV, Bottleyard & KWMC	-	-	-	1,836	1,973	362	-	4,171
Expansion of OPCR Programme	-	-	-	9,724	1,105	-	-	10,829
Engine Shed Phase 2	-	-	-	3,500	500	-	-	4,000
IAAPS	-	-	-	-	10,000	-	-	10,000
Bristol VR Lab	-	-	-	235	60	-	-	295
Bristol SETsquare d Urgent Expansion	-	-	-	90	-	-	-	90
Quantum Technologies Innovation Centre	-	-	-	-	2,300	7,500	5,200	15,000
Innovation GD3 Thematic Allocation	-	-	-	-	1,000	2,000	2,000	5,000
	16,600	37,759	4,648	35,753	85,522	31,859	15,371	227,512
Growth Deal 1-3 Allocation	16,600		42,407	49,832	45,370	13,575	34,312	202,096
Change from allocation	0		0	-14,079	40,152	18,284	-18,941	25,416

Note: MetroWest Phase 1 costs are provisional

Subject to approval of change request

Indicative profile

Figure 1 – Current LGF Spend Profile

- 6.2 By providing this key infrastructure upfront, planning risk is reduced, as are up-front planning obligation costs, enabling development to come forward quicker than it would ordinarily do. It is intended that new developments will also have a reduced impact on existing communities, as new infrastructure required to serve them will be in place prior to the completion of large-scale development.
- 6.3 The initial allocation of the RIF focused on a number of schemes, generally in packages serving the Enterprise Zone and Areas. The schemes were assigned between the Regional Growth Fund (RGF) and Growing Places elements depending on their nature and therefore eligibility for either fund.

RGF

- **Bath Western Riverside Destructor Bridge Renewal** £1.8m - bridge infrastructure supporting development for the Bath City Riverside Enterprise Area.
- **Weston-super-Mare Strategic Flood Scheme** £8.5m - flood mitigation.
- **M5 J21 Outbound Capacity Scheme** £1m – highways works to increase capacity on the outbound lanes of J21 of the M5.
- **Dolphin Square** £0.5m - public realm and highway works in Weston- super- Mare.
- **A38 Highway improvements** £4m – A38/A4174 Widening Works, Gypsy Patch Lane and Aztec West roundabout.
- **Bath Quays Waterside** £6.1m – a flood relief scheme supporting development for the Bath City Riverside Enterprise Area.
- **Temple Quarter Enterprise Zone Infrastructure Programme** £20.85m - a package of transport infrastructure to improve access to the Enterprise Zone.

Growing Places

- **Filwood Green Business Park** £6.2m – a business park with new enterprise workspace at Hengrove Way, Filwood in Bristol.
- **Gas Holder Decommissioning** £4.1m - demolition of gas holders in Bath and associated remediation works, supporting development for the Bath City Riverside Enterprise Area.
- **Gainsborough Square** £0.8m - public realm and highway improvements to the Square and roads at Gainsborough Square, Lockleaze Bristol.

- 6.4 The progress with the delivery of these schemes, repayments in to the Fund, forecast outputs and those delivered to date are shown in Figure 2.
- 6.5 Three further schemes have subsequently been approved or conditionally approved through the One Front Door Governance arrangements – Saw Close Public Square in Bath, Creative Hub Weston-super-Mare and Junction 21 Northbound Merge Improvement (see Appendix 5).

ITEM 8

Scheme	Funding Allocated	Funding Claimed	Repayments Made	Job Outputs Forecast	Job Outputs to Date
Regional Growth Fund schemes are collectively required to deliver approximately 5,100 indirect gross job outputs by 2022.					
Temple Quarter Infrastructure Programme	£20.85m	£6.1m	£0	2620	911
Bath Western Riverside Destructor Bridge Renewal	£1.8m	£1.8m	£1.8m	30	0
Bath Quays Waterside	£6.1m	£6.1m	£0	770	0
Weston-super-Mare Strategic Flood Relief Scheme	£8.5m	£7.335m (fully claimed)	£0	645	233
Dolphin Square Weston-super-Mare	£540k	£295k	£163k	368	68
M5 J21 outbound capacity	£1m	£372k (fully claimed)	£372k	660	334
Growing Places schemes are not obligated to deliver any outputs and funding was allocated to deliver unlocking of development sites and the actual physical infrastructure itself.					
Filwood Green Business Park	£6.24m	£6.24m	£0		
Gainsborough Square, Locklease public realm improvements	£750k	£750k	£750k		
Bath Western Riverside Removal of Windsor Gas towers.	£4.1m	£2.25m (fully claimed)	£0k		

Implementation of scheme complete

Figure 2 – RIF Funding and Outputs

Consultation:

7 There has been no consultation in relation to the content of this report.

Other Options Considered:

8 Each project is required to undertake an options assessment, and to set out the rationale for the preferred option within the Outline and Full Business Case. Similarly requests for change include a description of other potential options and why the chosen option is proposed.

Risk Management/Assessment:

9 Each project in the programme is required to set out their approach to risk management and provide a risk register which is reviewed as part of the business case approval process. Key risks for each scheme are reported as part of the quarterly highlight report. Programme level risks are considered at each meeting of the Investment Panel.

Public Sector Equality Duties:

10 For projects seeking funding via the LGF, EDF or RIF scheme promoters are required to include as part of their Full Business Case, an equality and diversity assessment and plan. These assessments are [published](#) on the LEP website.

Economic Impact Assessment:

- 11 Supporting economic growth is central to these funding streams, and promoters are required to include an economic case within the Full Business Case for each scheme which sets out how the project will create jobs and GVA growth as well as delivering wider benefits. In line with agreed processes these Full Business Cases are [published](#) on the LEP website at the point of decision making

Finance Implications:

- 12 The specific financial implications are set out in the Body of this report.

Advice given by: Tim Richens ,Interim Section 151 Officer, WECA

Legal Implications:

- 13 There are no additional legal implications arising from this report.

Land/Property Implications;

- 14 All land and property implications are set out within the specific business cases and dealt with by the scheme promoters.

Advice given by: Tim Richens ,Interim Section 151 Officer, WECA

Human Resources Implications:

- 15 There are no direct human resource implications arising from this report.

Chief Executive Comments:

- 12 Our Constitution and Assurance Framework set out our systems for decision making on LGF and other LEP funding and I am content that the allocations set out in this paper have been taken within these governance and decision making arrangements.

Recommendation:

- 13 Note the LEP funding programme and progress with its delivery and give views.

West of England Combined Authority Contact:

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Background Papers

None

Appendix 1 One Front Door Programme

Ref	X-Ref	Scheme	Current Status	OBC Considered	Funds at OBC (£m)	FBC Approved/ Conditionally Approved	Funds at Approval (£m)	Current Approved Funding if Changed (£m)	Date change approved	Accountable Body Offer Letter
Economic Development Fund										
EDF-A		TQEZ Infrastructure Programme	Programme Entry ^{*1}			RIF Scheme				RIF Scheme
EDF-B		Arena	Programme Entry ^{*1}	Dec-14	→	19/05/2016	£33.000			
EDF-C		P&R east of Bath/P&R Phase 2 / A4 Bus Lane	Programme Entry ^{*1}							
EDF-D	LGF-X	North South Link, Parklands, J21 Enterprise Area	Programme Entry ^{*1}	Sep-14	£8.773	04/02/2017	£8.41			In place
EDF-E		North Somerset Enterprise Technical College	Completed	-	→	09/02/2013	£3.702	£1.523	14/10/2016	In place
EDF-F	LGF-P	Aerospace Bristol	Completed	-	-	30/07/2015	£1.000	£1.200	22/01/2014	In place
EDF-G		A36/A4174 Widening Works & Gypsy Patch Lane	Programme Entry ^{*1}			RIF Scheme				RIF Scheme
EDF-H		Innovation Quay Phase 1	Approved	Sep-14	→	03/02/2015	£1.230	£0		Withdrawn
EDF-I		MetroBus Extension to Cribbs Causeway	Programme Entry ^{*1}	Sep-14	£33.917					
EDF-J	LGF-Y RIF-J	Aztec West Roundabout	Approved	Sep-14	£2.000	04/02/2016	£1.771			In place
EDF-K		Avonmouth Sevenside Enterprise Area Flood Defences	Programme Entry ^{*1}	Dec-14	£60.000	-				
EDF-L		Avonmouth Sevenside Enterprise Area Ecology Mitigation	Programme Entry ^{*1}	Dec-14	£5.800	-				
EDF-M		Invest in Bristol and Bath	Approved	-	-	29/04/2015	£5.000			In place
EDF-N		Avonmouth Sevenside Ecology & Flood Development Costs	Approved	-	→	12/12/2014	£1.900			In place
EDF-O		Temple Quarter Enterprise Zone Programme Team	Approved	Dec-14	→	07/12/2016	£2.500			In place
EDF-P		Bath Flood Mitigation Phase 2	Programme Entry ^{*1}	Jun-15	£3.000			£0		
EDF-Q		Windsor Bridge Rd Improvements + A36 Bus Lane	Programme Entry ^{*1}					£0		
EDF-R		Bath Quays	Programme Entry ^{*1}	Jan-17	£36.000					
EDF-Ra		Bath Quays Phase 1a (BQ5)	Approved			05/04/2017	£6.245			In progress
EDF-Rb		Bath Quays Phase 1b (BQN)	Approved			28/06/2017	£1.809			In progress
-		Diversion of Green Park Rd and Relocation of Coach Station	Programme Entry ^{*1}					£0		
-		Central Bristol & TQEZ Flood Defence	Programme Entry ^{*1}							
-		M32 Park & Ride	Programme Entry ^{*1}							
-		MetroWest Phase 2	Programme Entry ^{*1}							
EDF-S		NSC Flagship - Avoncrest & Hutton Moor Regeneration Phase 1	Programme Entry ^{*1}	Feb-16	£15.000					
EDF-T		SGC Flagship - Purchase of Land at Emersons Green	Approved			24/02/2017				
EDF-U		Bromley Heath Viaduct	Approved	Mar-17	£3.700	28/06/2017	£2.800			In progress
-		M49 Junction and Link Road	Programme Entry ^{*1}							
-		M32 Junction 1	Programme Entry ^{*1}							
-		Superfast Broadband	Programme Entry ^{*1}							

Note: ^{*1} Programme Entry awarded by LEP Board Feb 2014.

Ref	X-Ref	Scheme	Current Status	OBC Reported to IB	Funds at OBC (£m)	FBC Approved/Conditionally Approved	Funds at Approval (£m)	Current Approved Funding if Changed (£m)	Date change approved	Accountable Body Offer Letter
Local Growth Fund										
LGF-A		Bristol Institute of Technology, Robotics Lab & UEZ	Completed	Sep-14	→	01/06/2015	£4.500			In place
LGF-B		Open Programmable City Region (OPCR) – Bristol Infrastructure and Research Projects	Programme Entry	Sep-14	→	30/10/2017	£4.171			
LGF-C		Advanced Composites – Bridge Construction	Approved	Sep-14	→	18/08/2017	£1.000	£5.050	30/10/2017	In progress
LGF-D		Innovation in Composites for Marine Energy	Withdrawn	Sep-14	→	12/01/2015	£2.000			-
LGF-H		Weston College Future Technology Centre	Completed	Sep-14	→	12/01/2015	£2.743			In place
LGF-I		Law and Professional Services Academy	Completed	Sep-14	→	12/01/2015	£14.959	£19.392	24/02/2017	In place
LGF-J		Advanced Engineering Centre Extension	Completed	Sep-14	→	12/01/2015	£4.003			In place
LGF-K		South Bristol Sustainable Construction Centre	Withdrawn	Sep-14	→	12/01/2015	£3.946			-
LGF-L		Sustainable Transport Package (2015/16)	Completed	Sep-14	→	12/12/2014	£2.898			In place
LGF-M		MetroWest Phase 2	Approved	Sep-14	→	22/01/2015	£3.200			In place
LGF-O		Bristol and Bath Cultural Destinations Media Bank	Approved	-	-	03/05/2016	£0.147			In place
LGF-P	EDF-F	Aerospace Bristol	Completed	-	-	30/07/2015	£0.50			In place
LGF-Q		Engine Shed Phase 2	Programme Entry	Jun-15	→		£4.00			
LGF-Ri		Superfast Broadband Extension Programme (SGC)	Approved	Jun-15	→	09/01/2017	£1.310			In place
LGF-Rii		Superfast Broadband Extension Programme (CDS)	Programme Entry	Jun-15	→	10/07/2015	£0.40			
LGF-S		FoodWorksSW Innovation Centre	Programme Entry	-	-	10/03/2017	£9.361			
LGF-U		B&NES Construction Skills Centre	Completed	Feb-15	→	22/07/2016	£2.507	£2.731	11/01/2017	In place
LGF-V		S&B Automotive, Virtual Reality Training	Withdrawn	Feb-15	→		£0.161			
LGF-W		South Glos Advanced STEM Education Centre	Withdrawn	Feb-15	→		£3.000			
LGF-X		West Wick Roundabout and North South Link	Approved	Jun-15	→	31/03/2017	£1.783			In place
LGF-Y	EDF-J RIF-I	Aztec West Roundabout	Completed	Jun-15	→	04/02/2016	£1.000			In place
LGF-Z		MetroWest Phase 1 Development Costs	Approved	-	-	17/11/2015	£8.847			In place
LGF-AA a		Pionner Building	Withdrawn			11/05/2017	£6.798			
LGF-AA b		Bath Innovation	Programme Entry	Dec-15	→		£10.000			
LGF-AB		Sustainable Transport Package (2016/17)	Approved	-	-	06/07/2016	£3.000	£3.804	30/10/2017	In place
LGF-AC		Health Technology Hub	Approved	Sep-16	-	27/03/2017	£1.330			In place
LGF-AD		Weston College Construction Skills Centre	Approved	Oct-16	→	28/06/2017	£3.271			
LGF-AE		Weston College Health and Active Living Skills Centre	Approved	Oct-16	→	28/06/2017	£5.359			
LGF-AF		Bath Quays Bridge	Approved	-	-	29/03/2017	£0.355	£0.970	30/10/2017	In place
LGF-AG		Cattle Market Road Demolition Works	Approved	-	-	19/04/2017	£0.875			In place
LGF-AH		NTProStruct	Approved	-	-	27/03/2017	£3.858			In place
LGF-AI		Town Square, Weston-super-Mare	Approved	-	-	31/03/2017	£1.286	£2.478	28/06/2017	In place
LGF-AJ		Increasing Capacity of the BEMA Training Centre	Approved	Oct-16	→	28/06/2017	£0.075			In place
LGF-AK		Sustainable Transport Package (2017/18)	Approved	-	-	28/06/2017	£3.300	£3.550	30/10/2017	In progress
LGF-AL		Portway Station Park & Ride	Approved	-	-	28/06/2017	£0.533			
LGF-AM		A4018 Corridor Improvements	LGF Pipeline					£1.625	30/10/2017	
LGF-AN		Institute of Advanced Automotive Propulsion Systems	Approved	Jun-17	→	07/11/2017	£10.000			
LGF-AO		Colston Hall Phase 2 Transformation Project	Approved	Jun-17	→	07/11/2017	£5.000			
LGF		CoB College Advanced Construction Skills Centre	LGF Pipeline	Oct-16						
-		Bristol and Bath Science Park Grow On Space (GO2)	LGF Pipeline	Dec-15						
-		IAero - Aerospace Innovation Hub	LGF Pipeline	Sep-15						
-		High Value Design Innovation Centre	LGF Pipeline	May-17						
LGF-AP		Quantum Technologies Innovation Centre	Programme Entry	Oct-17	→		£15.000			
LGF-AQ		Bristol VR Lab	Approved	-	-	30/10/2017	£0.295			In progress
LGF-AR		Bristol SETSquared Urgent Expansion	Approved	Oct-17	→	07/12/2017	£0.090			
LGF-AS		Weston-super-Mare Town Centre Transport Enhancement Scheme	Programme Entry	Oct-17	→		£1.500			
		NUCLEATE	LGF Pipeline							
See RIF	RIF-J	Sawclose Public Square Bath City Centre	Approved	Sep-14	→	10/12/2015	-	£0.112	14/10/2016	In place
See EDF	EDF-E	North Somerset Enterprise Technology College	Completed	-	→	09/02/2015	-	£2.177	14/10/2016	In place

Ref	X-Ref	Scheme	Current Status	OBC Considered	Funds at OBC (£m)	FBC Approved/ Conditionally Approved	Funds at Approval (£m)	Current Approved Funding if Changed (£m)	Date change approved	Accountable Body Offer Letter
Revolving Infrastructure Fund										
RIF- J		Sawclose Public Square Bath City Centre	Approved	Sep-14	→	10/12/2015	£1.075	£0.963	14/10/2016	In place
RIF- I	EDF- J LGF- Y	Aztec West Roundabout	Approved	Jun-15	£0.750	04/02/2016	£1.729			In place
RIF- K		W-s-M Creative Hub	Programme Entry	May-16	→	19/05/2017	£0.402			In place
RIF- L		J21 - Northbound Merge Improvement Scheme	Approved	Oct-16	£0.450	10/03/2017	£0.450			
RIF- M		J21 – Queensway Improvement Scheme	Programme Entry	Oct-16	£2.090					
RIF - N		South Bristol SUD ERDF Intermediate Body	Approved			07/12/2017	£0.048			

Schemes reported for decision to Joint Committee on 7 Dec 2017

Appendix 2

LGF Schemes Complete, Fully Approved or Approved with Conditions

A. Schemes which are complete or have claimed LGF grant in full:

- **Future Technology Centre** £2.74m LGF – a flagship facility based at the South West Skills Campus in Weston-super-Mare to up-skill learners with ‘work ready’ technology skills focused on the Creative and Digital, Advanced Engineering/Civil Engineering and Automated Manufacturing, and Low Carbon sectors.
- **Sustainable Transport Package 15/16** £2.898m LGF - a package of transport measures including new and improved routes and facilities for walking and cycling, public transport improvements such as dedicated bus lanes and priority measures, and other sustainable transport initiatives focused on the Temple Quarter Enterprise Zone and five Enterprise Areas.
- **Robotics Laboratory - BRL Institute of Technology and UEZ** £4.5m LGF - building on the strengths of the Bristol Robotics Lab, this project will provide essential start-up and grow-on space for technology and knowledge-based businesses in robotics and autonomous systems, bio-sensing and bio-technology, bio-medical and related high tech fields.
- **North Somerset Enterprise Technical College** £2.177 LGF (plus £1.525m EDF) – the majority of the building works are funded by Weston College and the Education Funding Agency. The EDF funds are for specialist equipment and fit-out required to meet the business/vocational aspirations of the scheme and for construction of the Motor Sports Centre.
- **Aerospace Bristol** £0.5m LGF (plus £1.2m EDF) – this attraction in the Filton Enterprise Area will showcase the brilliance of Bristol’s innovation, design and engineering and will have international appeal attracting at least 120,000 visitors per year.
- **Aztec West Roundabout** £1.0m LGF (plus £2m EDF, £1.5m RIF) – widening of the roundabout and provision of associated pedestrian and cycle crossing facilities to provide additional capacity on one of the main routes serving the Cribbs Patchway New Neighbourhood and Filton Enterprise Area.
- **West Wick Roundabout and North South Link** £1.783m LGF (plus £8.409m EDF) - a highway link with separate cycle and footpath facilities through Parklands Village which forms part of the J21 EA connecting the A371 at Locking to the West Wick roundabout on the A370. This roundabout is also being improved to increase capacity through re-configuration and partial signalisation.
- **Law and Professional Services Academy** £19.392m LGF – an inspirational learning centre located in the centre of Weston-super-Mare at the Winter Gardens and Arosfa Hotel which will support employer skills needs within the Law and Professional Services sectors, whilst providing a focus for the regeneration of Weston town centre.
- **Bath & North East Somerset Construction Skills Centre** £2.731m LGF – a specialist centre which will deliver construction skills training across the full range of construction disciplines and trades, and will support the delivery of the new vision for the Norton Radstock campus which sees the site becoming a specialist skills hub focussed on construction and engineering.
- **Advanced Engineering Centre Extension (AECE)** £4.003m LGF – an extension to City of Bristol College’s Advanced Engineering Centre at Parkway which will service the growing skills needs of the Advanced Engineering sector through the provision of skills training in areas such as the maintenance and operation of 3D printers, Computer Numerical Control (CNC) machining and the use of composite materials.

- **NTProStruct** £3.858m LGF – Purchase capital equipment at the NCC to develop advanced manufacturing technologies for major components used in aerospace, automotive and other sectors.

B. Schemes which are fully approved:

- **MetroWest Phase 1 Development Costs** £8.847m LGF – Reopening of the Portishead line and additional services on the Severn Beach line and to Bath. FBC for the development phase of the rail scheme through to the start of construction.
- **MetroWest Phase 2 Development Costs** £3.2m LGF - reopening the Henbury line to passenger services and improved frequencies to Yate including three new stations. FBC for the development phase of the rail scheme through to the start of construction.
- **Bristol and Bath Cultural Destinations Media Bank** £147k LGF – the creation of a media bank allowing members to deposit and withdraw images, audio and video material and provide much richer content for a wide variety of marketing and promotional purposes and to capitalise on the complementary nature of the tourism and cultural offers.
- **Sustainable Transport Package 2016/17** £3.696m LGF - a package of transport measures including new and improved routes and facilities for walking and cycling, public transport improvements such as dedicated bus lanes and priority measures, and other sustainable transport initiatives focused on the Temple Quarter Enterprise Zone and five Enterprise Areas.
- **Superfast Broadband Extension Programme (South Gloucestershire Council)** £1.310m LGF –Further extension of the Superfast Broadband network to additional homes and business premises in South Gloucestershire, with Government match funding through Broadband Delivery UK (BDUK). This involves provision of open access ducting to support the roll out of Superfast Broadband across the South Gloucestershire area.
- **Health Technology Hub** £1.33m LGF – refurbishment of a 900m² facility on the University of West of England, Frenchay Campus, to provide a centre for research and innovation for the advancement of Independent Living and Citizen-Centric Health, focussed on business support and business/academic/ healthcare interactions.
- **Bath Quays Bridge** £970k LGF – A new pedestrian and cycle footbridge over River Avon connecting Bath Quays North and South, as well as further enhancing the connectivity of Bath to its river through the Quays Waterside project.
- **Cattle Market Demolition Works** £875k LGF – Demolition of the former Post Office Sorting Depot building to clear the site and prepare it for development and increase its market attractiveness.
- **Town Square, Weston-super-Mare** £2.478m LGF – To create a public space and provide connections from the seafront to High Street and University Centre campuses. The objective is to improve connectivity both physically and visually and upgrade the quality of the space.
- **Saw Close Public Square, Bath** - £112k (plus £963k RIF) to deliver improvements to the public highway and footways of Saw Close and the adjacent area of Upper Borough Walls to complete the Saw Close development public realm works, supporting development for the Enterprise Zone.
- **Increasing the capacity of the BEMA Training Centre** £75k LGF- the purchase of equipment for an expansion of the British Engineering Manufacturing Association (BEMA) existing Machine Shop, located in Yate, to respond to unmet learner and employer demand for apprenticeship provision.

- **Sustainable Transport Package 17/18** £3.55m LGF – a package comprising 14 projects to improve walking & cycling links, public transport and public spaces focused on 3 key themes, stimulating growth, connectivity and low carbon.
- **Advanced Composites for Transport Infrastructure – Bridge Construction** £5.05m LGF - the application of new technology to develop an advanced composite bridge design solution that can be efficiently and economically used in a variety of locations, and to showcase this through the implementation of a pedestrian and cycle crossing of the A4174 Ring Road at Emersons Green.
- **Bristol Virtual Reality Lab** £295k LGF – establishing a facility to support the development of skills, content and applications in Virtual Reality and Augmented Reality at the Leadworks on Anchor Square, providing workspaces accessible to SMEs and to researchers for R&D.

C. Schemes approved with conditions which can proceed direct to offer letter once these are met:

- **Superfast Broadband Extension Programme (Connecting Devon and Somerset element)** £400k LGF - Works as part of Connecting Devon and Somerset are being undertaken in the Bath & North East Somerset and North Somerset areas.
- **Portway Station** £2.225m LGF - a new un-manned single platform rail station adjacent the existing Portway Park and ride site on the Severn Beach Line providing a direct, rapid and reliable means of accessing employment in the Temple Quarter Enterprise Zone and Avonmouth Enterprise Area as well as improving access to other destinations.
- **Weston College Construction Skills Training Centre** £3.271m LGF - the creation of a highly industry-focused Infrastructure Construction Skills Centre to address the shortage of infrastructure construction and civils skills training in the WE LEP area in response to clear employer demand.
- **Weston College Health and Active Living Skills Centre** £5.359m LGF - a training centre blending skills for health and social care with the wider health prevention and condition management agenda, delivered in one building and benefitting from existing facilities already on-site at University Campus.
- **Institute of Advanced Automotive Propulsion Systems (IAAPS)** £10m LGF - a new 11,000 m² building on the Bristol & Bath Science Park to Create a centre of excellence for research and innovation into future advanced propulsion systems. Open to universities and businesses it will be a catalyst to develop future generations of ultra-low emission vehicles.
- **Open Programmable City Region (OPCR) – Bristol Infrastructure, Sensor Factory, CAV Access Network and Knowle West Media Centre Research Projects** £4.17m - creation of a R+D testbed and three projects which will utilise the infrastructure in the areas of Connected and Autonomous Vehicle (CAV) R&D, community led high tech co-creation, design, prototyping and creative digital experimentation.
- **FoodWorks^{SW} Innovation Centre** £9.360m LGF – First phase development of an Innovation Centre at J21 Enterprise Area, to offer end-to-end product development and testing service to food and drink producers, including incubation space for start-ups and growing businesses.
- **Colston Hall Phase 2 Transformation Project** £5m LGF – a package of works seeking to build an exceptional classical and contemporary music hall, creating world-class spaces for education and enterprise and improve backstage facilities for artists.

Appendix 3

2016/17 CITY REGION DEAL ANNUAL PERFORMANCE

AUTHOR: CITY REGION DEAL BUSINESS RATES POOLING BOARD

Purpose of Report

- 1.1 This report provides a summary of the West of England's City Region Deals pooled Business Rates performance for 2016/7, as used for the Economic Development Fund and in accordance with the requirements of the Business Rates Pooling Principles Agreement.

Issues for Consideration

- 2.1 Clause 10.2 of the Business Rates Pooling Principles Agreement specifies the right for the Scrutiny Committee to receive an annual report on the performance of the Pool. This report provides a summary of audited Pool balances held, and details of funds distributed or committed for the Economic Development Fund (EDF) for the financial year.
- 2.2 The Business Rates Pool balance at the close of 2016/17 is provided below analysed by UAs total contribution. This shows net growth received by the Pool for EDF, and includes interest of £0.107m earned on balances.

UA Contributions to the BRP 2016/17 for EDF

Audited Summary Pool Balances	B&NES	BCC	NSC	SGC	Combined
	£'000	£'000	£'000	£'000	£'000
Funds held by BRP at 1 April 2016	599	2,602	2,202	4,050	9,453
made up of:					
- Uncommitted cash	557	2,429	2,055	3,782	8,823
- Uncommitted cash - Contingency	42	173	147	268	629
- Committed cash	0	0	0	0	0
Net Growth figure paid to BRP for EDF	193	1,572	487	1,919	4,171
Funds held by BRP at 31 March 2017	792	4,174	2,689	5,969	13,624
made up of:					
- Uncommitted cash	540	2,856	1,839	4,086	9,321
- Uncommitted cash - Contingency	61	307	199	437	1,004
- Committed cash	191	1,011	651	1,446	3,299

- 2.3 The cumulative Pool balance now totals £13.624m at the end of 2016/17. The table shows that £9.321m is available for future EDF distribution, and a further £1.004m held as contingency. The pool is holding £3.299m committed cash in the pool balance in respect of future year's indicative EDF commitments, subject to cash being held and the overall level and profile of approved and completed schemes.
- 2.4 During 16/17, the Pool distributed £2.144m of in year EDF to Sponsor UAs, based on the current approved EDF profile, which now includes some completed EDF funded schemes. This includes 2016/17 in year recognition of the following:
- The 2nd year Invest in Bristol & Bath (IBB) revenue project £1m

- The Temple Quarter Enterprise Zone (TQEZ) Investment Team revenue project £1m
- The NSETC project completion – 1st instalment £50.129k
- The Aztec West A38 project – 1st instalment £93.75k

2.5 The following programme of schemes at Appendix A has been agreed, consisting of schemes where Programme Entry has been phased in future years, schemes where Full Business Cases have been approved and Practical Completion dates forecast and schemes which have already reached Practical Completion. In terms of progress with the development and implementation of the schemes within the EDF programme – two schemes are complete and a further 8 schemes are fully approved.

2.6 In the last annual update of the EDF cash-flow forecast reported to the Pooling Board in June 2017, the EDF is funding capital schemes totalling £406.1m (including repayment of £22.4m of RIF schemes) as well as the revenue costs of the IBB and TQEZ Investment Teams. The costs of servicing scheme's financing costs over the 25 years of the fund's operation are forecast as £96.0m. Re-phasing later scheme's repayment periods where funding allows should ensure costs are contained within the £500m to which the EDF is capped.

2.7 Interest rate movements and the potential impacts of reforms to the national Business Rates Retention system are being closely monitored by the Pooling Board to determine whether they could have any detrimental effect on the cash-flow of the fund. Mitigating actions have been proposed in the event of any temporary deficits occurring.

Consultation:

3 The s151 Officers and members of the Business Rates Pooling Board and 4UA Finance Working Group have collaborated on and agreed this report. No formal consultation was required.

Other Options Considered:

4 This is an update report for information only and requires no decision regarding options or proposals.

Risk Management/Assessment:

5 This is an update report for information only and makes no recommendation or proposal either to explicitly increase risk or address existing risk.

Public Sector Equality Duties:

6.1 The public sector equality duty created under the Equality Act 2010 means that public authorities must have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimization and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

6.2 The Act explains that having due regard for advancing equality involves:

- Removing or minimizing disadvantages suffered by people due to their protected characteristics.

- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people.
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

6.3 The general equality duty therefore requires organisations to consider how they could positively contribute to the advancement of equality and good relations. It requires equality considerations to be reflected in the design of policies and the delivery of services, including policies, and for these issues to be kept under review.

6.4 There are no direct equalities implications in relation to this report

Economic Impact Assessment:

7 The purpose of the fund is to support and advance Economic Development across the region by funding strategic economically beneficial infrastructure to unlock growth potential.

Finance Implications:

8.1 This report provides summary of the previous years pooled Business Rates and resulting balance of funds available to support the West of England Economic Development Fund programme. The Unallocated funds yet to be distributed for approved schemes are properly recognised in the 4UAs accounts in line with agency accounting requirements, and any payments due but not paid accounted for as accruals.

8.2 Contribution to and Distribution from the fund is fully governed by the “West of England Growth Incentive City Region Deal Business Rates Pooling Principles Agreement”, and spending commitment of the EDF programme fully governed by the West of England Growth Incentive City Region Deal Agreement for the Operation and Administration of the Economic Development Fund – both signed by the 4UAs in acceptance of the terms and conditions within these formal documents.

8.3 There are no further financial implications beyond these terms and conditions and the mitigating actions agreed therein.

Legal Implications:

9 There are no legal implications arising as a direct result of this report.

Land/Property Implications:

10 There are no land/property implications arising as a direct result of this report.

Human Resources Implications:

11 There are no HR implications arising as a direct result of this report.

Recommendation:

12 It is requested that the WECA Scrutiny Committee:

- Note the Business Rates Pool EDF transactions and audited available balance at 2016/17 outturn.
- Note the progress against the latest EDF programme.

Report Author: WOE City Region Deal Business Rates Pooling Board

Appendix A

EDF PROGRAMME - SPEND PROFILE (INCLUDING FINANCING COSTS)													Last updated 12/10/2017		
Reference	Lead Authority	EDF Schemes	Status	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22 & beyond	Currently not profiled Em	Current Allocation	Current Forecast including Finance	
				Em	Em	Em	Em	Em	Em	Em	Em				
3 EDF C	B&NES	P&R East of Bath/P&R Phase 2/ A4 Bus Lanes	Programme Entry			0.500	0.500	0.500	3.500	7.500			12.500	16.536	
8 EDF H	B&NES	Innovation Quay Phase 1	Re-allocated										See EDF R	NA	
16 EDF P	B&NES	Bath Flood Mitigation Phase 2	Re-allocated										See EDF R	NA	
17 EDF Q	B&NES	Windsor Bridge Road Improvements	Re-allocated										See EDF R	NA	
35	B&NES	Diversion of Green Park Rd & relocation of Coach Station	Re-allocated										See EDF R	NA	
18 EDF Ra	B&NES	Bath Quays South North Phase 1a Enabling Infrastructure	Approved			0.430	3.407	2.184	0.225				6.245	7.779	
18 EDF Rb	B&NES	Bath Quays North Phase 1b Relocation of Coach Park	Approved			0.145	1.637	0.027					1.809	2.286	
18 EDF R	B&NES	B&NES Flagship Release - Innovation Quay (Quays North and South)	Programme Entry									27.946	27.946	35.975	
	B&NES			0.000	0.000	1.075	5.545	2.710	3.725	7.500	0.000	27.946	48.500	62.576	
1 EDF A (RIF)	BCC	TQEZ Infrastructure Programme	RIF repaid by EDF						1.000	1.500	18.350		20.850	20.850	
2 EDF B	BCC	BCC Flagship Release - The Bristol Arena	Conditional approval						36.000	17.000			53.000	70.345	
13 EDF M	BCC (WoECA)	Invest in Bristol & Bath	Approved		0.985	0.991	1.000	1.009	1.015				5.000	5.000	
15 EDF O	BCC	TQEZ Programme Team	Approved		0.500	0.500	0.500	0.500	0.500				2.500	2.500	
38	BCC	Central BRS & TQ EZ Flood Defence	Programme Entry									10.000	10.000	11.813	
39	BCC	M32 Park & Ride	Programme Entry									20.000	20.000	21.859	
	BCC			0.000	1.485	1.491	1.500	1.509	38.515	18.500	18.350	30.000	111.350	132.367	
4 EDF D (LGF X)	NS	West Wick Rbt & North-South Link	Approved			0.385	4.855	3.169					8.409	10.181	
5 EDF E	NS	North Somerset Enterprise Technical College	Approved	0.392	1.133								1.525	2.509	
19 EDF S	NS	NSC Flagship Release - Avoncrest & Hutton Moor Regeneration Phase 1	Programme Entry		0.164	0.202	4.522	10.112					15.000	18.796	
37	NS	NSC Flagship	Programme Entry									22.639	22.639	26.129	
	NS			0.392	1.297	0.587	9.377	13.281	0.000	0.000	0.000	22.639	47.573	57.615	
6 EDF F (LGF P)	SGC	Aerospace Bristol	Approved			1.200							1.200	1.200	
7 EDF G (RIF)	SGC	A38/A4174 Widening Works & Gypsy Patch Lane/Aztec West Roundabout	RIF repaid by EDF			0.094	0.094	0.188	0.188	0.188	0.750		1.500	1.500	
9 EDF I	SGC	MetroBus Extension to Cribbs Causeway	Programme Entry	0.321	0.536	0.492	4.596	11.805	11.400	5.850			35.000	45.939	
10 EDF J (LGF Y)	SGC	Aztec West Roundabout	Approved				1.471					0.529	2.000	2.143	
20 EDF T	SGC	SGC Flagship Release - Purchase of Land at Bristol & Bath Science Park	Approved				20.000						20.000	25.616	
21 EDF U	SGC	Bromley Heath Viaduct	Approved				2.800						2.800	3.502	
36	SGC	SGC Flagship	Programme Entry									5.000	5.000	6.456	
40	SGC	M49 Junction & Link Road	Programme Entry									22.000	22.000	27.514	
41	SGC	M32 Junction 1	Programme Entry									0.750	0.750	0.795	
42	SGC	Superfast Broadband	Programme Entry									2.700	2.700	2.862	
	SGC			0.321	0.536	1.786	28.961	11.993	11.588	6.038	0.750	30.979	92.950	117.527	
25	Joint	Metro West Phase 2 TOTAL	Programme Entry									39.900	39.900	53.240	
28 EDF K	Joint	Avonmouth /Severnside Flood Mitigation TOTAL	Programme Entry									58.300	58.300	69.441	
31 EDF L	Joint	Avonmouth /Severnside Ecology (BCC and SGC total)	Programme Entry									5.600	5.600	7.351	
34 EDF N	Joint	Avonmouth/Severnside Ecology and Flood Development Costs (BCC and SGC total)	Approved		0.015	0.840	0.698	0.347					1.900	1.950	
	Joint			0.000	0.015	0.840	0.698	0.347	0.000	0.000	0.000	103.800	105.700	131.982	
			Total	0.713	3.333	5.778	46.080	29.840	53.827	32.038	19.100	215.364	406.073	502.067	

Appendix 4

EDF Schemes Complete or Fully Approved

A. Schemes which are complete:

- **North Somerset Enterprise Technical College** £1.525m EDF - see LGF A in Appendix 2.
- **Aerospace Bristol** £1.2m EDF – see LGF A in Appendix 2.

B. Schemes which are fully approved:

- **Invest in Bristol and Bath** £5m EDF – a five year funding package to maintain a strong investment promotion service for the area that creates jobs by attracting new businesses and private sector investment.
- **Costs for developing the Avonmouth/Severnside Flood Mitigation and Ecology FBC** £1.9m EDF – funding associated with undertaking Phase 1 (design and development works) of these complex schemes.
- **Aztec West Roundabout** £2.0m EDF - see LGF A in Appendix 2.
- **Temple Quarter Enterprise Zone (TQEZ) Cross Central and Local Delivery Team** £2.5m EDF – the co-funding with delivery partners of a programme team to support the accelerated delivery and ensure early collaboration and a joint vision for the TQEZ.
- **West Wick Roundabout and North South Link** £8.409m EDF – see LGF A in Appendix 2.
- **Bath Quays 1a (South)** £6.245m EDF – to undertake local infrastructure works on the Bath Quays South site, comprising of demolition, remediation, floodwall and embankment works, and incoming services. This is part of a wider programme of works to support the development of the Enterprise Zone.
- **Bath Quays 1b (North)** £1.809m EDF - the relocation of an existing coach park, situated in the Bath Quays North development site, to the Odd Down Park & Ride facility. The enabling works will see the Bath Quays North site vacated for development whilst delivering an alternative coach park facility.
- **Bromley Heath Viaduct Maintenance and Improvement Programme** £2.8m EDF - work for the structural repairs and upgrading for safety, pedestrian and cycling provision on the viaduct on the A4174, with EDF funding to reduce the duration of the works from 52 weeks down to 33 weeks, reducing congestion and diversion impacts.

Appendix 5

RIF Schemes Fully Approved or Approved with Conditions (via the One Front Door approval process)

A. Schemes with signed grant offer letters in place and grant claims made:

- **Saw Close Public Square, Bath** - £963k RIF – see LGF B in Appendix 2.
- **Creative Hub, Weston-super-Mare** - £402k RIF to purchase and develop a new Creative Hub building in central Weston. The Hub, to be called The Stable, will offer a range of facilities, services and support to enable entrepreneurs in the digital and creative industries to take the first steps in setting up their own businesses within a collaborative community.

B Schemes approved with conditions

- **J21 Northbound Merge Improvement** - £450k RIF for a highway improvement scheme to increase capacity on the northbound slip road onto the M5 reducing traffic congestion in the morning peak by increasing the traffic lanes from 1 to 2.

ITEM: 9

REPORT TO: WECA SCRUTINY COMMITTEE

DATE: 6 DECEMBER 2017

REPORT TITLE: 2016/17 CITY REGION DEAL ANNUAL PERFORMANCE

AUTHOR: CITY REGION DEAL BUSINESS RATES POOLING BOARD

Purpose of Report

- 1.1 This report provides a summary of the West of England's City Region Deals pooled Business Rates performance for 2016/7, as used for the Economic Development Fund and in accordance with the requirements of the Business Rates Pooling Principles Agreement.

Issues for Consideration

- 2.1 Clause 10.2 of the Business Rates Pooling Principles Agreement specifies the right for the Scrutiny Committee to receive an annual report on the performance of the Pool. This report provides a summary of audited Pool balances held, and details of funds distributed or committed for the Economic Development Fund (EDF) for the financial year.
- 2.2 The Business Rates Pool balance at the close of 2016/17 is provided below analysed by UAs total contribution. This shows net growth received by the Pool for EDF, and includes interest of £0.107m earned on balances.

UA Contributions to the BRP 2016/17 for EDF

Audited Summary Pool Balances	B&NES	BCC	NSC	SGC	Combined
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- Uncommitted cash - Contingency	61	307	199	437	1,004
- Committed cash	191	1,011	651	1,446	3,299

- 2.3 The cumulative Pool balance now totals £13.624m at the end of 2016/17. The table shows that £9.321m is available for future EDF distribution, and a further £1.004m held as contingency. The pool is holding £3.299m committed cash in the pool balance in respect of future year's indicative EDF commitments, subject to cash being held and the overall level and profile of approved and completed schemes.
- 2.4 During 16/17, the Pool distributed £2.144m of in year EDF to Sponsor UAs, based on the current approved EDF profile, which now includes some completed EDF funded schemes. This includes 2016/17 in year recognition of the following:
- The 2nd year Invest in Bristol & Bath revenue project £1m
 - The Temple Quarter Enterprise Zone Investment Team revenue project £1m
 - The NSETC project completion – 1st instalment £50.129k
 - The Aztec West A38 project – 1st instalment £93.75k
- 2.5 The following programme of schemes at Appendix A has been agreed, consisting of schemes where Programme Entry has been phased in future years, schemes where Full Business Cases have been approved and Practical Completion dates forecast and schemes which have already reached Practical Completion. In terms of progress with the development and implementation of the schemes within the EDF programme – one scheme is complete, a further 9 schemes are fully approved, and one scheme is approved with conditions. Further detail regarding the way that schemes are developed, approved and evaluated, together with a description of the approved schemes within the EDF programme is provided in item 8 on this agenda.
- 2.6 In the last annual update of the EDF cash-flow forecast reported to the Pooling Board in June 2017, the EDF is funding capital schemes totalling £406.1m (including repayment of £22.4m of RIF schemes) as well as the revenue costs of the IBB and TQEZ Investment Teams. The costs of servicing scheme's financing costs over the 25 years of the fund's operation are forecast as £96.0m. Re-phasing later scheme's repayment periods where funding allows should ensure costs are contained within the £500m to which the EDF is capped.
- 2.7 Interest rate movements and the potential impacts of reforms to the national Business Rates Retention system are being closely monitored by the Pooling Board to determine whether they could have any detrimental effect on the cash-flow of the fund. Mitigating actions have been proposed in the event of any temporary deficits occurring.

Consultation:

- 3 The s151 Officers and members of the Business Rates Pooling Board and 4UA Finance Working Group have collaborated on and agreed this report. No formal consultation was required.

Other Options Considered:

- 4 This is an update report for information only and requires no decision regarding options or proposals.

Risk Management/Assessment:

- 5 This is an update report for information only and makes no recommendation or proposal either to explicitly increase risk or address existing risk.

Public Sector Equality Duties:

- 6.1 The public sector equality duty created under the Equality Act 2010 means that public authorities must have due regard to the need to:
- Eliminate unlawful discrimination, harassment and victimization and other conduct prohibited by the Act.
 - Advance equality of opportunity between people who share a protected characteristic and those who do not.
 - Foster good relations between people who share a protected characteristic and those who do not.
- 6.2 The Act explains that having due regard for advancing equality involves:
- Removing or minimizing disadvantages suffered by people due to their protected characteristics.
 - Taking steps to meet the needs of people from protected groups where these are different from the needs of other people.
 - Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.
- 6.3 The general equality duty therefore requires organisations to consider how they could positively contribute to the advancement of equality and good relations. It requires equality considerations to be reflected in the design of policies and the delivery of services, including policies, and for these issues to be kept under review.
- 6.4 There are no direct equalities implications in relation to this report

Economic Impact Assessment:

- 7 The purpose of the fund is to support and advance Economic Development across the region by funding strategic economically beneficial infrastructure to unlock growth potential.

Finance Implications:

- 8.1 This report provides summary of the previous years pooled Business Rates and resulting balance of funds available to support the West of England Economic Development Fund programme. The Unallocated funds yet to be distributed for approved schemes are properly recognised in the 4UAs accounts in line with agency accounting requirements, and any payments due but not paid accounted for as accruals.
- 8.2 Contribution to and Distribution from the fund is fully governed by the “West of England Growth Incentive City Region Deal Business Rates Pooling Principles Agreement”, and spending commitment of the EDF programme fully governed by the West of England Growth Incentive City Region Deal Agreement for the Operation and Administration of the Economic Development Fund – both signed by the 4UAs in acceptance of the terms and conditions within these formal documents.
- 8.3 There are no further financial implications beyond these terms and conditions and the mitigating actions agreed therein.

Legal Implications:

- 9 There are no legal implications arising as a direct result of this report.

Land/Property Implications:

- 10 There are no land/property implications arising as a direct result of this report.

Human Resources Implications:

11 There are no HR implications arising as a direct result of this report.

Chief Executive Comments:

12 This report has been approved by the Chief Executive.

Recommendation:

13 It is requested that the WECA Scrutiny Committee:

- Note the Business Rates Pool EDF transactions and audited available balance at 2016/17 outturn.
- Note the progress against the latest EDF programme.

Report Author: WOE City Region Deal Business Rates Pooling Board

West of England Combined Authority Contact:

Tim Richens, Director of Investment & Corporate Services, WECA
tim.richens@westofengland-ca.gov.uk

Background Papers

None

Appendix A

EDF PROGRAMME - SPEND PROFILE (INCLUDING FINANCING COSTS)														Last updated 12/10/2017		
Reference	Lead Authority	EDF Schemes	Status	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22 & beyond	Currently not profiled £m	Current Allocation	Current Forecast including Finance		
				£m	£m	£m	£m	£m	£m	£m	£m	£m				
3	EDF C	B&NES	P&R East of Bath/P&R Phase 2/ A4 Bus Lanes	Programme Entry		0.500	0.500	0.500	3.500	7.500			12.500	16.536		
8	EDF H	B&NES	Innovation Quay Phase 1	Re-allocated									See EDF R	NA		
16	EDF P	B&NES	Bath Flood Mitigation Phase 2	Re-allocated									See EDF R	NA		
17	EDF Q	B&NES	Windsor Bridge Road Improvements	Re-allocated									See EDF R	NA		
35		B&NES	Diversion of Green Park Rd & relocation of Coach Station	Re-allocated									See EDF R	NA		
18	EDF Ra	B&NES	Bath Quays South North Phase 1a Enabling Infrastructure	Approved		0.430	3.407	2.184	0.225				6.245	7.779		
18	EDF Rb	B&NES	Bath Quays North Phase 1b Relocation of Coach Park	Approved		0.145	1.637	0.027					1.809	2.286		
18	EDF R	B&NES	B&NES Flagship Release - Innovation Quay (Quays North and South)	Programme Entry								27.946	27.946	35.975		
		B&NES			0.000	0.000	1.075	5.545	2.710	3.725	7.500	0.000	27.946	48.500	62.576	
1	EDF A (RIF)	BCC	TQEZ Infrastructure Programme	RIF repaid by EDF					1.000	1.500	18.350		20.850	20.850		
2	EDF B	BCC	BCC Flagship Release - The Bristol Arena	Conditional approval					36.000	17.000			53.000	70.345		
13	EDF M	BCC (WoECA)	Invest in Bristol & Bath	Approved		0.985	0.991	1.000	1.009	1.015			5.000	5.000		
15	EDF O	BCC	TQEZ Programme Team	Approved		0.500	0.500	0.500	0.500	0.500			2.500	2.500		
38	-	BCC	Central BRS & TQ EZ Flood Defence	Programme Entry								10.000	10.000	11.813		
39	-	BCC	M32 Park & Ride	Programme Entry								20.000	20.000	21.859		
		BCC			0.000	1.485	1.491	1.500	1.509	38.515	18.500	18.350	30.000	111.350	132.367	
4	EDF D (LGF X)	NS	West Wick Rbt & North-South Link	Approved			0.385	4.855	3.169				8.409	10.181		
5	EDF E	NS	North Somerset Enterprise Technical College	Approved	0.392	1.133							1.525	2.509		
19	EDF S	NS	NSC Flagship Release - Avoncrest & Hutton Moor Regeneration Phase 1	Programme Entry		0.164	0.202	4.522	10.112				15.000	18.796		
37	-	NS	NSC Flagship	Programme Entry								22.639	22.639	26.129		
		NS			0.392	1.297	0.587	9.377	13.281	0.000	0.000	0.000	22.639	47.573	57.615	
6	EDF F (LGF P)	SGC	Aerospace Bristol	Approved			1.200						1.200	1.200		
7	EDF G (RIF)	SGC	A38/A4174 Widening Works & Gypsy Patch Lane/Aztec West Roundabout	RIF repaid by EDF		0.094	0.094	0.188	0.188	0.188	0.750		1.500	1.500		
9	EDF I	SGC	MetroBus Extension to Cribbs Causeway	Programme Entry	0.321	0.536	0.492	4.596	11.805	11.400	5.850		35.000	45.939		
10	EDF J (LGF Y)	SGC	Aztec West Roundabout	Approved				1.471				0.529	2.000	2.143		
20	EDF T	SGC	SGC Flagship Release - Purchase of Land at Bristol & Bath Science Park	Approved				20.000					20.000	25.616		
21	EDF U	SGC	Bromley Heath Viaduct	Approved				2.800					2.800	3.502		
36	-	SGC	SGC Flagship	Programme Entry								5.000	5.000	6.456		
40	-	SGC	M49 Junction & Link Road	Programme Entry								22.000	22.000	27.514		
41	-	SGC	M32 Junction 1	Programme Entry								0.750	0.750	0.795		
42	-	SGC	Superfast Broadband	Programme Entry								2.700	2.700	2.862		
		SGC			0.321	0.536	1.786	28.961	11.993	11.588	6.038	0.750	30.979	92.950	117.527	
25		Joint	Metro West Phase 2 TOTAL	Programme Entry								39.900	39.900	53.240		
28	EDF K	Joint	Avonmouth /Severnside Flood Mitigation TOTAL	Programme Entry								58.300	58.300	69.441		
31	EDF L	Joint	Avonmouth /Severnside Ecology (BCC and SGC total)	Programme Entry								5.600	5.600	7.351		
34	EDF N	Joint	Avonmouth/Severnside Ecology and Flood Development Costs (BCC and SGC total)	Approved		0.015	0.840	0.698	0.347				1.900	1.950		
		Joint			0.000	0.015	0.840	0.698	0.347	0.000	0.000	0.000	103.800	105.700	131.982	
			Total		0.713	3.333	5.778	46.080	29.840	53.827	32.038	19.100	215.364	406.073	502.067	

ITEM: 10

REPORT TO: WECA SCRUTINY COMMITTEE

DATE: 6 DECEMBER 2017

REPORT TITLE: METROWEST UPDATE

AUTHOR: JAMES WHITE, WEST OF ENGLAND COMBINED AUTHORITY (WECA)

Purpose of Report

1.1 To update Members on the West of England's MetroWest project.

Background

- 2.1 MetroWest is the West of England's major investment in the local rail network. It is the largest entirely third party funded rail scheme in the country with a secured funding package of £101m (through the 10 Year City Deal, Local Growth Fund and local contributions) for MetroWest Phase 1 and 2. In the light of the cost pressures for Phase 1 this will be insufficient to deliver the whole MetroWest programme currently estimated at £160m.
- 2.2 MetroWest supports the planned growth in the Joint Spatial Plan providing key transport links to proposed housing and employment developments in Keynsham, Charfield, Yate, South Bristol and Henbury as well as the existing Temple Quarter Enterprise Zone and Enterprise Areas in Bath, Filton, Avonmouth/Sevenside, Weston-super-Mare and Emersons Green.
- 2.3 All rail schemes are required to work their way through Network Rail's project management process known as the Governance for Rail Investment Projects (GRIP). This is an eight stage process from the initial scheme idea right through detailed designs to construction and opening.
- 2.4 MetroWest Phase 1 will see half hourly services in 2020 on the Severn Beach Line and local stations to Bath Spa with a possible extension to Westbury as part of Stage A and an hourly service on a reopened line to Portishead with new stations at Pill and Portishead in 2021 as part of Stage B. 1m new passengers a year are expected and 50,000 people will be connected to the local rail network. Originally costed at £58.1m costs were revised to £145m to £175m in March 2017 following completion of detailed technical work (GRIP 3).
- 2.5 Phase 2 will see a reopened Henbury Line with new stations at Henbury, North Filton and Ashley Down and half hourly services to Yate with a possible extension to Gloucester. Passenger numbers are forecast at 0.6m a year. The current scheme cost is £43.1m. Phase 2 is progressing with the GRIP 3 outline design report expected in early autumn 2018.

To date no major design issues or funding pressures have emerged and opening is still planned for 2021.

Issues for Consideration

- 3.1 Revised outturn total schemes costs for Phase 1 have been produced ranging from £106.4m to £116.4m, including the cost of work to date of £9.7m. This represents a considerable reduction in costs from the previous estimate of between £145m and £175m and follows extensive value engineering work by Network Rail and a reduction from a two train an hour service to hourly.
- 3.2 The current capital budget for Phase 1 is £57.8m leaving a funding gap of between £48.6m and £58.6m. North Somerset Council has allocated an additional £6m of funding and WECA is being asked to agree in principle a £6m contribution from the West of England Investment Fund.
- 3.3 For the remaining £46m funding gap a bid is to be made to the Department for Transport (DfT) 'Large Local Major Transport Scheme Fund'. Bids for the next available round must be submitted to the DfT by 22 December 2017. The DfT will announce decisions on funding in April/May 2018. Other potential funding options will continue to be investigated.
- 3.4 For both Phase 1 and 2 the Bristol East Junction enhancement scheme is required to provide the additional capacity for the new services. The scheme is in Network Rail's Control Period 6 (2019 to 2024) programme for delivery in 2020 but full funding is still to be confirmed.
- 3.5 The Department for Transport and Network Rail have indicated that moving to a West of England wide programme approach to the delivery of transport infrastructure would be easier for them to engage with and fund, rather than trying to seek additional funding for individual schemes. This approach allows flexibility in delivery to accelerate or slow down delivery as projects are developed and funding is added to the overall programme budget. This is the approach Government has taken with the North, Midlands and London. It is a comparable situation for devolved administrations in Wales, Scotland and Northern Ireland. Options for a programme approach to MetroWest and future governance arrangements are currently being explored.

Consultation:

- 4.1 MetroWest proposals for Phase 1 and 2 have previously been extensively consulted on. Consultation on the Development Consent Order Section for Phase 1 started on 23 October 2017 and will run to 4 December 2017.

Other Options Considered:

- 5.1 MetroWest has previously undergone EAST (Early Assessment and Sifting Tool) analysis for other options.

Risk Management/Assessment:

- 6.1 There are no direct financial implications arising from this report.

Public Sector Equality Duties:

- 7.1 Equality Impact Assessment will be undertaken, maintained and adapted as MetroWest Phase 1 progresses.

Economic Impact Assessment:

8.1 The qualitative and quantitative benefits of the MetroWest Programme are documents in the supporting papers and individual business cases for the projects that make up the programme.

Finance implications:

9.1 As set out in the main body of the report.

Legal Implications:

10.1 None arising from this report.

Land/Property Implications:

11.1 None arising from this report.

Human Resource Implications:

12.1 MetroWest is a joint project with resources provided by all four local authorities and WECA.

Chief Executive Comments:

13.1 Paper approved by Chief Executive.

Recommendation:

14.1 To note progress on MetroWest and the proposals for a MetroWest programme.

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Background Papers

None