

# Public Document Pack

A meeting of the  
**West of England Joint Committee**

will be held on

**Date:** Friday, 14 June 2019

**Time:** 3.30 pm (or, if necessary, on the rise of the West of England Combined Authority Committee, whichever is later)

**Place:** Council Chamber, Guildhall, High St, Bath BA1 5AW

Notice of this meeting is given to members of the West of England Joint Committee as follows

Mayor Tim Bowles, West of England Combined Authority  
Mayor Marvin Rees, Bristol City Council  
Cllr Toby Savage, Leader, South Gloucestershire Council  
Cllr Dine Romero, Leader, Bath and North East Somerset Council  
Cllr Donald Davies, Leader, North Somerset Council

**Enquiries to:**

Ian Hird  
West of England Combined Authority Office  
3 Rivergate  
Temple Quay  
Bristol, BS1 6EW  
Email: [democratic.services@westofengland-ca.gov.uk](mailto:democratic.services@westofengland-ca.gov.uk)  
Tel: 0117 332 1486

# West of England Joint Committee

## **Members of the public have the right to:**

- Attend all WECA Committee and Sub-Committee meetings unless the business to be dealt with would disclose 'confidential' or 'exempt' information.
- Inspect agendas and public reports five working days before the date of the meeting
- Inspect agendas, reports and minutes of WECA Committees and Sub-Committees for up to six years following a meeting.
- Inspect background papers used to prepare 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, 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 Committees and Sub-Committees
- Have access to a list setting out the decisions making powers the WECA has delegated to their officers and the title of those officers.
- 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 Democratic Services, telephone 0117 42 86210 or e-mail: [democratic.services@westofengland-ca.gov.uk](mailto:democratic.services@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 42 86210

## **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 Democratic Services 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.

An archived recording of the proceedings will also be available for viewing after the meeting. The Combined Authority may also use the images/sound recordings on its social media site or share with other organisations, such as broadcasters.

To comply with the Data Protection Act 2018, we require the consent of parents or guardians before filming children or young people. For more information, please speak to the camera operator.

# AGENDA

## 1. ELECTION OF CHAIR

## 2. ELECTION OF VICE-CHAIR

## 3. EVACUATION PROCEDURE

In the event of a fire, please await direction from 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).

## 4. APOLOGIES FOR ABSENCE

## 5. 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.

## 6. MINUTES OF PREVIOUS MEETING

5 - 12

To confirm the minutes of the previous meeting as a correct record.

## 7. CHAIR'S ANNOUNCEMENTS

To receive any announcements from the Chair of the West of England Joint Committee.

## 8. COMMENTS FROM THE CHAIR OF THE LOCAL ENTERPRISE PARTNERSHIP

To receive any comments from the Chair of the Local Enterprise Partnership.

## 9. COMMENTS FROM THE CHAIR OF THE COMBINED AUTHORITY'S OVERVIEW & SCRUTINY COMMITTEE

To receive any comments from the Chair of the Combined Authority's Overview & Scrutiny Committee.

## 10. ITEMS FROM THE PUBLIC (PETITIONS; STATEMENTS; QUESTIONS)

If you wish to present a petition or make a statement at this meeting, you are required to submit this by 12 noon on the working day before the meeting by e-mail to [democratic.services@westofengland-ca.gov.uk](mailto:democratic.services@westofengland-ca.gov.uk) For this meeting, this means that your petition/statement must be received in this office by **12 noon on Thursday 13 June 2019**.

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](mailto:democratic.services@westofengland-ca.gov.uk) by 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 the end of **Monday 10 June 2019**.

In presenting any statements at the meeting, members of the public are generally permitted to speak for up to 3 minutes each. The total time available for this session is 30 minutes so at the discretion of the Chair, speaking time may sometimes be reduced depending on how many public items are received. Please note that all public items will be circulated in advance of the meeting to the committee members.

## 11. PETITIONS FROM ANY MEMBER OF THE JOINT COMMITTEE

To receive any petitions to be presented by any members of the Joint Committee.

<b>12. LOCAL ENTERPRISE PARTNERSHIP REVENUE OUTTURN REPORT 2018/19</b>	13 - 20
Report enclosed.	
<b>13. LOCAL ENTERPRISE PARTNERSHIP ONE FRONT DOOR FUNDING PROGRAMME</b>	21 - 60
Report enclosed.	
<b>14. 2018/19 BUSINESS PLAN ANNUAL REPORT</b>	61 - 86
Report enclosed.	
<b>15. METROWEST - UPDATE AND FUNDING DECISION</b>	87 - 100
Report enclosed.	
<b>16. INFORMATION ITEM - DECISIONS TAKEN AT THIS MEETING</b>	
Details of the decisions taken at this meeting and the draft minutes of this meeting will be published on the West of England Combined Authority website as soon as possible after the meeting.	

## Minutes of the West of England Joint Committee 1 & 15 February 2019

Members present:

Mayor Tim Bowles, West of England Combined Authority  
Cllr Craig Cheney, on behalf of Mayor Marvin Rees, Bristol City Council  
Cllr Paul Myers, on behalf of Cllr Tim Warren, Leader, Bath & North East Somerset Council  
Cllr Toby Savage, Leader, South Gloucestershire Council  
Cllr Nigel Ashton, Leader, North Somerset Council

The meeting was opened at 1.00 pm on 1 February 2019.

In light of the severe weather conditions, the meeting was then adjourned, to reconvene at a time to be agreed on 15 February 2019, or, if necessary at an alternative time and date.

The meeting reconvened at 3.15 pm on 15 February 2019 and transacted the business set out below.

Note: on 15 February, Cllr Savage attended the reconvened meeting for agenda items 1-7, and agenda item 11, but was not in attendance for agenda item 10 and agenda items 12-15. Agenda item 11 was brought forward and considered immediately after agenda item 7. This was to enable Cllr Savage to be in attendance as, in line with the constitution, recommendation 2 of that item required a unanimous decision of the relevant constituent councils, including South Gloucestershire.

1	<p><b>EVACUATION PROCEDURE</b></p> <p>The Chair thanked Bristol City Council for hosting the meeting, welcomed attendees to the meeting and introduced his colleagues:</p> <ul style="list-style-type: none"> <li>• Councillor Craig Cheney, attending on behalf of Mayor Marvin Rees, Bristol City Council</li> <li>• Councillor Paul Myers, attending on behalf of Cllr Tim Warren, Leader, Bath and North East Somerset Council.</li> <li>• Councillor Toby Savage, Leader, South Gloucestershire Council.</li> <li>• Councillor Nigel Ashton, Leader, North Somerset Council.</li> </ul> <p>The evacuation procedure for the venue was then announced by the Chair.</p> <p>The Chair then informed everybody present that the meeting was being recorded and that the recording would be available to view after the meeting on the Combined Authority website. Any individuals present who did not wish to be filmed were asked to indicate this.</p>
2	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>It was noted that apologies had been received from Mayor Marvin Rees, Cllr Tim Warren, Professor Steve West, the Chair of the Local Enterprise Partnership (LEP), and Cllr Stephen Clarke, Chair of the Combined Authority Overview and Scrutiny Committee.</p>
3	<p><b>DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011</b></p> <p>No declarations of interest were declared.</p>
4	<p><b>MINUTES OF THE PREVIOUS MEETING</b></p> <p>The Joint Committee <b>RESOLVED:</b></p> <p>That the minutes of the meeting of the Joint Committee held on 18 January 2019 be confirmed as a correct record and signed by the Chair.</p>
5	<p><b>CHAIR'S ANNOUNCEMENTS</b></p> <p>The Chair shared the following news about the Combined Authority's recent activities:</p> <ul style="list-style-type: none"> <li>• The Housing Minister, Kit Malthouse MP had recently visited the region and had been taken to see sites where homes were being built or planned, including Bath Riverside, the Bristol Temple Meads to Keynsham corridor (part of the region's bid into the Government's Housing Infrastructure Fund), Harry Stoke and Elderberry Walk. Following that, a very useful round table discussion had provided an opportunity to talk to him further about the region's growing reputation for innovative, inclusive, green and sustainable housing developments. This had involved all four West of England councils.</li> <li>• He was also pleased to reflect on the significant amount of work completed and investments during 2018, right across the West of England, through the Local Growth Fund totalling some £45 million. It had been a great year for improvements happening right across the region, with many important projects being completed to support the West of England's growth – from helping people get around to giving businesses a boost. The West of England Combined Authority and the LEP had already allocated</li> </ul>

millions of pounds through the Local Growth Fund and looked forward to offering even more support in the coming year

- It had also been very welcome to see the demolition works getting underway at the former Royal Mail sorting office as part of the wider investment into the Temple Quarter Enterprise Zone. Funding for this work had been provided by the West of England Local Enterprise Partnership through the Local Growth Fund, which was administered by the Combined Authority.
- Finally, he highlighted that the West of England Local Enterprise Partnership was diversifying its board to help shape the economic future of the West of England, and was currently welcoming more applications from women business leaders, due to under-representation on the current board. The LEP was seeking expressions of interest from business leaders who were inspirational, influential and had the credibility to champion the West of England at regional, national and international level as new members of the LEP board.

**6 COMMENTS FROM THE CHAIR OF THE LOCAL ENTERPRISE PARTNERSHIP BOARD**

It was noted that the Chair of the Local Enterprise Partnership Board, Professor Steve West had given his apologies for the meeting. He had though submitted comments in relation to agenda item 13 – West of England Energy Strategy. These comments had been circulated and were available to view on the Combined Authority web site.

**7 COMMENTS FROM THE CHAIR OF THE WECA OVERVIEW & SCRUTINY COMMITTEE**

It was noted that the Chair of the Overview and Scrutiny Committee, Cllr Stephen Clarke had given his apologies for the meeting. He had though submitted comments in relation to agenda item 13 – West of England Energy Strategy. These comments had been circulated and were available to view on the Combined Authority web site.

**8 ITEMS FROM THE PUBLIC (PETITIONS; STATEMENTS; QUESTIONS)**

23 questions had been submitted in advance of this meeting, as follows:

1. Joanna Wood – subject: West of England Energy Strategy
2. Sam Morris – subject: West of England Energy Strategy
3. Callie Gauntlett – subject: West of England Energy Strategy
4. Vickie Morris – subject: West of England Energy Strategy
5. Richard Parker – subject: West of England Energy Strategy
6. Marie Banks – subject: West of England Energy Strategy
7. Nick Banks – subject: West of England Energy Strategy
8. Lucy Hellier – subject: West of England Energy Strategy
9. Paul Cooke – subject: West of England Energy Strategy
10. Jen Witts – subject: West of England Energy Strategy
11. David Angel – subject: West of England Energy Strategy
12. Elizabeth Greenland – subject: West of England Energy Strategy
13. Michael Kain – subject: West of England Energy Strategy
14. Alexandra Reuer – subject: West of England Energy Strategy
15. Daniel Nettelfield – subject: West of England Energy Strategy
16. Judy Drinkwater – subject: West of England Energy Strategy
17. Stephen Drinkwater – subject: West of England Energy Strategy
18. Rachel Butler – subject: West of England Energy Strategy
19. Cllr Clive Stevens, Bristol City Council – subject: West of England Energy Strategy

20. Cllr Martin Fodor, Bristol City Council – subject: West of England Energy Strategy
21. David Tudgey – subject: West of England Energy Strategy
22. Tom Owens – subject: West of England Energy Strategy
23. Gaby Solly – subject: West of England Energy Strategy

14 statements had been received in advance of the meeting, as follows:

1. David Redgewell – subject: Public funding for bus services
2. David Redgewell – subject: Light rail / bus issues
3. Joanna Wood – subject: West of England Energy Strategy
4. Jen Witts – subject: West of England Energy Strategy
5. Sam Morris – subject: West of England Energy Strategy
6. Nick Hudson – subject: West of England Energy Strategy
7. Cllr Clive Stevens, Bristol City Council – subject: West of England Energy Strategy
8. Daniel Nettelfield – subject: West of England Energy Strategy
9. Cllr Martin Fodor, Bristol City Council – subject: West of England Energy Strategy
10. David Angel – subject: West of England Energy Strategy
11. Huw Johnson – subject: West of England Energy Strategy
12. Andy O'Brien – subject: West of England Energy Strategy
13. Robin Boardman-Pattison – subject: West of England Energy Strategy
14. Dave Tudgey – subject: West of England Energy Strategy

At the invitation of the Chair, and in accordance with the constitution, those in attendance were given the opportunity to present their statements. It was noted that the full text of the statements, and questions/replies had been circulated to committee members in advance of the meeting and would be available to view on the Combined Authority's website following the meeting.

**9 PETITIONS FROM ANY MEMBER OF THE JOINT COMMITTEE**

No petitions had been notified for this meeting.

**10 LOCAL ENTERPRISE PARTNERSHIP (LEP) AND INVEST IN BRISTOL AND BATH (IBB) BUDGET OUTTURN APRIL - DECEMBER 2018**

The Joint Committee considered a report (agenda item 10) which presented the forecast revenue outturn budget monitoring information, covering the LEP and IBB revenue budgets for the period April-December 2018.

The Chair highlighted the following points:

- The Combined Authority acted as the accountable body for a range of funding streams on behalf of the West of England Councils and the LEP. The Combined Authority financial regulations required that it regularly reported on the financial monitoring position of these funds.
- Appendix 1 outlined the LEP budget current forecast revenue position for the 2018/19 financial year based on actual information to the end of December 2018. This showed the current projection was an underspend of £359k.
- Appendix 2 detailed IBB's current forecast revenue position for the 2018/19 financial year, also based on information to the end of December 2018. This showed the current forecast was for spend to breakeven with budget.

The report recommendations were then moved by the Chair and seconded by Cllr Myers.

The Chair then moved to the voting on the recommendations (which was carried out in line

with the constitution).

The Joint Committee **RESOLVED**:

1. That the LEP budget as set out in Appendix 1 be noted.
2. To agree to fund £28k from LEP Reserves for the Global Mayors Summit.
3. That the forecast accumulated LEP balances held on behalf of the Unitary Authorities as reserves be noted.
4. That the IBB Budget as set out in Appendix 2 be noted.

**11 REVENUE BUDGET SETTING REPORT 2019/20**

(Note: This agenda item (11) was brought forward and considered immediately after agenda item 7. This was to enable Cllr Savage to be in attendance as, in line with the constitution, recommendation 2 of that item required a unanimous decision of the relevant constituent councils, including South Gloucestershire.)

The Joint Committee considered a report (agenda item 11) which sought approval in respect of the Local Enterprise Partnership (LEP) and Invest in Bristol and Bath (IBB) budgets for 2019/20.

The report recommendations were then moved by the Chair and seconded by Cllr Savage.

Cllr Savage thanked the Chair and the committee for agreeing to take this item earlier than scheduled on the agenda, to enable him to vote on recommendation 2 in line with constitutional requirements.

The Chair then moved to the voting on the recommendations (which was carried out in line with the constitution).

The Joint Committee **RESOLVED**:

1. That the LEP Budget for 2019/20 as set out in Appendix 1 be approved.
2. That the contribution required from B&NES, Bristol and South Gloucestershire Councils to support the LEP Budget be set at £110k each for 2019/20.
3. That the IBB Budget for 2019/20 as set out in Appendix 2 be approved.

**12 LEP ONE FRONT DOOR FUNDING PROGRAMME**

The Joint Committee considered a report (agenda item 12) on business cases for schemes seeking approval for funding through the Local Growth Fund (LGF) and the Economic Development Fund (EDF).

The Chair highlighted the following points:

- The report summarised the position on the current LGF spend profile.
- It presented the following Full Business Cases for schemes seeking funding approval:
  - Bath College Catering and Hospitality Education and Training Hub.
  - Bath Quays North initial development works.
- The report also recommended LGF programme entry for 3 other schemes:
  - Weston College Animal Management Centre

- SGS College STEAM Centre (cyber security and A-Levels)
- Bath College Digital and Creative Innovation Centre.

The report recommendations were then moved by the Chair and seconded by Cllr Ashton.

The Chair then moved to the voting on the recommendations (which was carried out in line with the constitution).

The Joint Committee **RESOLVED**:

1. To delegate approval of the revised West of England Assurance Framework to the WECA Chief Executive in consultation with the West of England local authority Chief Executives.
2. To approve the Full Business Case for the Bath College Catering & Hospitality Education and Training Hub with funding through the LGF subject to RIBA stage 3 and the submission of an updated cost plan, and the supply of a red book valuation for that part of the building to be used for the project and a letter from the bank or accountant re: affordability and cash flow.
3. To award LGF programme entry to the Weston College Animal Management Centre and request a second stage application for consideration at the Joint Committee in May 2019.
4. To award LGF programme entry to the SGS STEAM Centre and Bath College Digital and Creative Innovation Centre.
5. To approve the Full Business Case for Bath Quays Initial Development Works, the drawdown of the EDF funding to be confirmed by the Business Rates Pooling Board.
6. To approve the change requests for the LGF schemes set out in Appendix 2.
7. To approve the change requests for the EDF and RIF schemes set out in Appendix 3.

**13**

**WEST OF ENGLAND ENERGY STRATEGY**

The Joint Committee considered a report (agenda item 13) seeking approval of the basis of a West of England Energy Strategy.

The Joint Committee noted the public items submitted in connection with this report, and comments from the Chair of the Local Enterprise Partnership and from the Chair of the Overview & Scrutiny Committee.

The Chair highlighted the following points, setting out the context in which this report had been brought forward for the Joint Committee’s consideration:

- The report essentially set out the basis for the LEP’s West of England Energy Strategy.
- It was a high-level framework that would help to shape activity, and guide investment priorities.
- It offered flexibility, allowing councils and other stakeholders to deliver at a scale and pace that fitted with their commitments.
- It also provided a basis from which to bid to Government, and other funders, for investment.
- It had been developed in partnership with officers and Chief Executive Officers from across the Unitary Authorities, as well as other key stakeholders.
- More detailed action planning would begin once agreement was reached on the basis

for a LEP West of England Strategy.

The report recommendation was then moved by the Chair and seconded by Cllr Ashton.

Cllr Myers stated that it was important to recognise the scale of public feeling on these issues, drawing attention, for example, to the 8000+ public responses received by Bath and North East Somerset Council in response to consultation on a clean air zone for Bath. The energy strategy and the detailed action plan that would be developed would be key tools in helping to lobby government for financial support; in this context, it would be important to be as ambitious as possible, recognising resource availability in each authority and the need to work together.

Cllr Ashton recognised that this framework document and subsequent action planning would help enable all the councils to develop timelines for delivering key actions. It would be important to lobby government for additional resources; it was important also to be practical and realistic in taking actions forward, recognising the overall resource situation of the respective local authorities.

Cllr Cheney pointed out that a great deal of related action planning and work was already underway in Bristol and welcomed the fact that this strategy framework did not seek to limit individual authority ambitions, recognising that councils would deliver actions at a scale and pace in line with their individual commitments.

The Chair then moved to the voting on the recommendation (which was carried out in line with the constitution).

The Joint Committee **RESOLVED**:

- That approval be given to the proposed basis of the West of England Energy Strategy.

14

#### **QUARTERLY PROGRESS REPORT ON WECA BUSINESS PLAN 2018/19**

The Joint Committee considered an information report (agenda item 14) presenting an update on the delivery of the 2018/19 Combined Authority Business Plan.

The Chair highlighted the following points:

- The Business Plan supported the delivery of the Operating Framework as agreed by the Combined Authority Committee and Joint Committee on 18 April 2018.
- The Business Plan set out the key deliverables for 2018/19 in relation to skills, business support and infrastructure, as well as enabling corporate activities.
- Regular reporting on progress in delivering the Business Plan formed a key element of the Combined Authority's overall performance management and reporting framework.
- The report also provided a summary of key achievements and set out details of any significant exceptions to delivery, together with information about mitigating activities.

The Joint Committee **RESOLVED**:

- That the update on delivery of the 2018/19 Business Plan be noted.

15

#### **WECA BUSINESS PLAN 2019/20**

The Joint Committee considered a report (agenda item 15) seeking approval of the Combined Authority's Business Plan for 2019/20.

The Chair highlighted the following points:

- The Business Plan continued to support delivery of the Combined Authority's Operating Framework and set out key deliverables for skills, business support and infrastructure, as well as enabling corporate activities.
- It was recognised that the 2019/20 Business Plan would need to be informed by the Local Industrial Strategy. The target date for the completion of the Local Industrial Strategy was Summer 2019; the Business Plan would be reviewed and updated as appropriate on completion of the strategy.
- Important work was progressing on an equality and diversity framework.
- As part of the overall performance management and reporting framework, quarterly progress updates on the Business Plan will continue to be brought to this committee and to the Combined Authority Committee.

The report recommendation was then moved by the Chair and seconded by Cllr Ashton.

The Chair then moved to the voting on the recommendation (which was carried out in line with the constitution).

The Joint Committee **RESOLVED**:

- That the Business Plan for 2019/20 be approved.

**16**

**INFORMATION ITEM - DECISIONS TAKEN AT THIS MEETING**

In closing the meeting, the Chair advised that details of the decisions taken at this meeting and the draft minutes of the meeting would be published as soon as possible on the Combined Authority website.

The meeting finished at 4.10 pm

**Signed:**

**Date:**

**WEST OF ENGLAND JOINT COMMITTEE**  
**14 JUNE 2019**

**AGENDA ITEM 12**

## **REPORT SUMMARY SHEET**

### **LOCAL ENTERPRISE PARTNERSHIP REVENUE OUTTURN 2018/19**

#### **Purpose**

This report presents the draft revenue outturn position for the West of England Joint Committee for the financial year 2018/19. This report covers the Local Enterprise Partnership (LEP) and Invest in Bristol and Bath (IBB) revenue budgets.

#### **Summary**

This report includes the following key information:

- The West of England Combined Authority acts as the Accountable Body for a range of funding streams on behalf of the West of England Councils and LEP.
- Appendix 1 details the LEP draft revenue outturn position for the 2018/19 financial year, which, overall, is a net surplus of £464k.
- Appendix 2 details IBB's draft revenue outturn position for the 2018/19 financial year, which shows a breakeven position.

#### **Recommendations**

Members of the Joint Committee are asked to approve:

1. The LEP draft outturn position as set out in Appendix 1 is noted.
2. The transfer to reserves as detailed in paragraph 2.1.6 is approved.
3. The allocation of £150k from the LEP reserve for the 'West of England' Leadership Challenge' subject to final business case that demonstrates the regional outcomes deliverable through this funding. Approval to draw down the funding to be delegated to the WECA Chief Executive in consultation with the West of England Chief Executive Officers.
4. The IBB draft outturn position as set out in Appendix 2 is noted.

**Contact officer:** Malcolm Coe

**Position:** Director of Investment & Corporate Services

**Email:** Malcolm.Coe@westofengland-ca.gov.uk

**REPORT TO: WEST OF ENGLAND JOINT COMMITTEE**

**DATE: 14<sup>th</sup> June 2019**

**REPORT TITLE: LOCAL ENTERPRISE PARTNERSHIP REVENUE  
OUTTURN 2018/19**

**DIRECTOR: MALCOLM COE, DIRECTOR OF INVESTMENT AND  
CORPORATE SERVICES**

**AUTHOR: MALCOLM COE**

### **Purpose of Report**

- 1 This report presents the draft revenue outturn position for the West of England Joint Committee for the financial year 2018/19. This report covers the Local Enterprise Partnership (LEP) and Invest in Bristol and Bath (IBB) revenue budgets.

### **Recommendation**

**The Joint Committee agrees:**

- a) **The LEP draft outturn position as set out in Appendix 1 is noted;**
- b) **The transfer to reserves as detailed in paragraph 2.1.6 is approved;**
- c) **The allocation of £150k from the LEP Reserve for the 'West of England Leadership Challenge', subject to final business case that demonstrates the regional outcomes deliverable through this funding. Approval to draw down the funding to be delegated to the WECA Chief Executive in consultation with the WoE Chief Executive Officers;**
- d) **The IBB draft outturn position as set out in Appendix 2 is noted.**

### **Background / Issues for Consideration**

- 2 The West of England Combined Authority acts as the Accountable Body for a range of funding streams on behalf of the West of England Councils and LEP.
  - 2.1 **Appendix 1** details the LEP draft outturn revenue position for the 2018/19 financial year, which, overall, is a net surplus of £464k. The main points to note are:

#### **Salary related:**

- 2.1.1 The £18k staff variation reflects additional costs for the Careers Hub, which are fully funded through the Careers Enterprise Company.

**Project spend:**

- 2.1.2. £289k of project spend has been incurred against a revised budget of £298k, as follows:

<b>Project Spend</b>	<b>Revised Budget £000</b>	<b>Actual Spend £000</b>	<b>Variance £000</b>
5G Network	150	145	5
Stepping Up	50	50	0
Local Fibre Network	25	25	0
Energy Strategy	19	10	9
EDF Administration	25	25	0
Digital Study	18	14	4
Other	11	20	(9)
<b>Total</b>	<b>298</b>	<b>289</b>	<b>9</b>

**Local Industrial Strategy:**

- 2.1.3 The Committee approved, in July 2018, £364k to be set aside to meet the costs of developing the Local Industrial Strategy; to provide capacity to undertake the evidence gathering and policy development. The spend in 2018/19 was £149k with the remaining £215k being carried forward into 2019/20.

**Income and Reserves**

- 2.1.4 As previously reported, the interest returns are higher than the set budget in year due to a higher than anticipated holding of grant income, (mainly Local Growth Fund), and increased average interest rates achieved through our investments. This has resulted in a surplus in 2018/19 of £331k.
- 2.1.5 As approved at the last committee, the net surplus at year end is being transferred to the LEP Reserve which is held on behalf of the Unitary Authorities. Any future drawdown against this reserve will be determined by the Joint Committee.
- 2.1.6 The accumulated LEP Reserves, held by WECA as Accountable Body, stand as follows based on the draft outturn position:

**LEP Reserve Balances £000's**

<b>LEP Reserve balance b/fwr d 1<sup>st</sup> April 2018</b>	(590)
<b>Draw-drawn for Local Industrial Strategy (net of grant)</b>	147
<b>Draw-drawn for Global Mayors Summit</b>	28
<b>LEP surplus forecast for 2018/19 to be transferred to Reserve</b>	(464)
	<b>(879)</b>

The following committed allocations are to be funded in 2019/20 from this forecasted reserve balance:

- Local Industrial Strategy £215k and;
- Careers Hub £25k

2.1.7 From the remaining £639k LEP reserve balance there is a funding request, from Bristol City Council, for £150k in relation to the 'West of England Leadership Challenge'. The LEP previously approved £50k for the 'Stepping Up' programme and now, building on this, the new programme would include a diverse range of participants, (in terms of race, gender and background), from across regional public, private, voluntary and community sectors who would develop their capacity for leadership through working together on a shared, complex challenge. The proposed £150k allocation is subject to final business case which needs to clearly articulate the regional benefits that will be delivered through the funding.

2.1.8 WECA also administers the following funding streams, acting as an agent, on behalf of the LEP and partners;

Other funding Streams	Expenditure £000	Income £000	Net £000
Growth Hub	330	(330)	0
Energy Hub	93	(93)	0
Leader & ERDF Administration	258	(258)	0
<b>Total</b>	<b>681</b>	<b>(681)</b>	<b>0</b>

Funding matches expenditure in each Financial Year, with a straight pass through of funding and related costs.

### Invest in Bristol and Bath (IBB)

2.2 **Appendix 2** details IBB's draft outturn revenue position for the 2018/19 financial year, which shows a breakeven position. The main points to note are:

- 2.2.1 Staff Costs are £8k less than the revised forecast due to post vacancies. In addition, as previously reported, a £20k underspend is generated through the freeing up of the provision for a historic pensions deficit.
- 2.2.2 Marketing expenses are £288k for the financial year. This includes £132k on attendance at trade conferences and Farnborough and South West Aerospace activities, which weren't included in the 2018/19 original budget, but were in the previous revised forecast and are fully covered by sponsorship income and contributions.
- 2.2.3 Funding for IBB is secured by way of an annual grant, (for five years from 2015/16 to 2019/20), from the Economic Development Fund (EDF). Actual drawdown of EDF for 2018/19 is £899k against a set budget of £1m with any unspent grant carried forward to the following financial year. 2019/20 is the final year of the EDF approved grant and the future funding of IBB, from 2020/21 onwards, will need to be reviewed.

### Consultation

- 3 Consultation has been carried out with the Chief Executives, S151 Officers and the WECA Monitoring Officer.

### Other Options Considered

- 4 None

### Risk Management/Assessment

- 5 This report forms a core part of the WECA's governance and risk management process. The West of England Office agreement underpins the LEP; a Memorandum of Understanding between the four West of England UAs underpins the IBB service. These agreements deal with the risk sharing mechanisms between the four West of England councils. For all other WoE budgets administered by the WECA, it acts as "agent" with a straight pass through of funding and related costs.

### Public Sector Equality Duties

- 6 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.
- 6.1 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.
- 6.2 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.
- 6.3 There are no specific public sector equalities issues arising from this report although budget managers are reminded to consider how they could positively contribute to the advancement of equality and good relations.

**Finance Implications, including economic impact assessment where appropriate**

- 7 The financial implications are contained within the body of the report. The LEP and IBB functions support the economic growth and vitality of the region.

Advice given by: Malcolm Coe, Director of Investment & Corporate Services

**Legal Implications**

- 8 This report monitors how the Local Enterprise Partnership (LEP), and Invest in Bristol and Bath (IBB) revenue budgets are performing against the financial targets set in February 2018 through the Budget setting process.

Advice given by: Shahzia Daya, Director of Legal Services

**Human Resources Implications**

- 9 These are set out in the body of the report, including the use of interim staffing resources and the proposals for the on-going WECA staffing resources.

Advice given by: Alex Holly, Head of Human Resources

**Appendices & Background papers:**

**Appendix 1:** Draft revenue Outturn LEP

**Appendix 2:** Draft revenue outturn IBB

**West of England Combined Authority Contact:**

Any person seeking background information relating to this item should seek the assistance of the contact officer for the meeting who is Ian Hird / Tim Milgate on 0117 332 1486; or by writing to West of England Combined Authority, 3 Rivergate, Temple Way, Bristol BS1 6ER; email:

[democratic.services@westofengland-ca.gov.uk](mailto:democratic.services@westofengland-ca.gov.uk)

## APPENDIX 1

LEP April to March 2018/19				
	£000s			
	Original Budget	Revised Budget	Outturn	Variance
<b>Staff</b>	896	940	958	-18
<b>Additional Pensions costs</b>	66	0	0	0
<b>Supplies &amp; Services</b>				
Support Services	95	95	95	0
Property costs	102	102	95	7
Project Spend	279	298	289	9
Skills Advisory.	0	0	19	-19
Global Mayors Summit	0	28	28	0
Local Industrial Strategy	364	248	149	99
Transfer to reserve	0	0	25	-25
<b>Total Supplies &amp; Services</b>	<b>840</b>	<b>771</b>	<b>700</b>	<b>71</b>
<b>Total Expenditure</b>	<b>1,802</b>	<b>1,711</b>	<b>1,658</b>	<b>53</b>
<b>INCOME</b>				
UA Grant	440	440	440	0
DCLG Core Grant and Capacity Grant	500	500	500	0
Skills Grants	75	104	149	45
Skills Advisory	0	0	19	19
Energy Grant	0	18	10	-8
Interest Received	223	490	554	64
EDF Income	0	0	57	57
LEP General & Earmarked Reserves	564	495	393	-102
<b>Total Income</b>	<b>1802</b>	<b>2047</b>	<b>2,122</b>	<b>75</b>
<b>Surplus</b>	<b>0</b>	<b>336</b>	<b>464</b>	<b>128</b>

## APPENDIX 2

IBB April to March 2018/19				
	£000s			
	Original Budget	Revised Budget	Outturn	Variance
<b>Staff</b>	<b>516</b>	<b>484</b>	<b>476</b>	<b>8</b>
<b>Pension</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Supplies &amp; Services</b>				
Support Services	67	67	68	-1
Property Services	85	85	66	19
Sector Specialists	200	200	125	75
Marketing Expenses	92	300	288	12
Review	20	20	26	-6
<b>Total Supplies &amp; Services</b>	<b>464</b>	<b>672</b>	<b>573</b>	<b>99</b>
<b>Total Expenditure</b>	<b>1,000</b>	<b>1,156</b>	<b>1,049</b>	<b>107</b>
<b>INCOME</b>				
Economic Development Fund Grant	1,000	1,043	899	144
Sponsorship Income	0	90	77	13
Contribution	0	15	69	-54
Internal Recharges	0	8	4	4
<b>Total Income</b>	<b>1,000</b>	<b>1,156</b>	<b>1,049</b>	<b>107</b>

## WEST OF ENGLAND JOINT COMMITTEE 14 JUNE 2019

### REPORT SUMMARY SHEET

#### LOCAL ENTERPRISE PARTNERSHIP ONE FRONT DOOR FUNDING PROGRAMME

##### Purpose

To consider business cases for schemes seeking approval for funding through the Local Growth and Economic Development Funds and to update on other externally funded grant programmes.

##### Summary

This report includes the following key information:

- Consideration of the following Business Cases seeking funding through the Local Growth Fund (LGF):
  - STEAM Centre at SGS WISE Campus,
  - Weston College Animal Management Education Centre.
  - Bath College Digital and Creative Innovation Centre.
  - Keynsham Town Centre Improvement - Keynsham High Street.
  - Urban Multi Wireless Broadband and IoT Testing for Local Authority and Industrial Applications (Umbrella).
  - Reimagining and Redeveloping the Old Magistrates Court.
  - Watershed Development project.
- Consideration of the following Business Cases seeking funding through the Economic Development Fund (EDF):
  - Cribbs Patchway MetroBus Extension
  - MetroWest Phase 2
- Change requests submitted for schemes within the current programme
- An update on further grant awards received for the South West Energy Hub, Low Carbon Challenge Fund, WIDJET and the Creative Scale Up programme.

##### Recommendations

Members of the Joint Committee are asked to:

1. Approve the reallocation of the Quantum Technologies Innovation Centre project from the LGF programme to the emerging UK Shared Prosperity Fund.
2. Approve the Full Business Case for the STEAM Centre at WISE Campus Stoke Gifford subject to securing planning consent and design to RIBA stage 3 with the submission of an updated cost plan.
3. Approve the Full Business Case for the Animal Management Education Centre.
4. To review the funding position for the Digital and Creative Innovation centre when planning consent and design to RIBA stage 3 has been achieved noting that should the scheme progress the tail of funding would need to be underwritten by B&NES EDF allocation.

5. Approve the Full Business Case for the Keynsham High Street scheme.
6. Approve the Full Business Case for the Umbrella project subject to confirmation of the State Aid position and the supply of a detailed programme, specification of the works and cost plan.
7. Award the Reimagining and Redeveloping the Old Magistrates Court project LGF pipeline status should funding become available.
8. Award the Watershed Development project LGF pipeline status should funding become available.
9. Approve the Full Business Case for the Cribbs Patchway MetroBus Extension and award of EDF funding subject to supply of a detailed elemental cost breakdown for the highway works and securing all necessary land.
10. Approve the Outline Business Case for MetroWest Phase 2 noting the need to enhance the BCR to at least 2 by FBC stage.
11. Approve the change requests for the LGF schemes set out in Appendix 1.
12. Approve the change requests for the EDF and RIF schemes set out in Appendix 2.
13. That the Committee note the additional funding awarded to WECA for the South West Energy Hub and delegate approval of the individual Rural Community Energy Fund awards to the WECA Chief Executive in consultation with the South West LEP Chief Executives.
14. That the Committee endorses the Low Carbon Challenge Fund and delegates approval for grant making to the WECA Chief Executive in consultation with the West of England Chief Executives and informed by the advice of the advisory panel.
15. That the Committee endorses the WIDJET programme and delegates approval for grant making to the WECA Chief Executive in consultation with the West of England Chief Executives.
16. That the Committee endorses the Creative Scale Up programme and, if a grant process is used to select intermediary delivery partners, delegates approval to make grants to the selected partners to the WECA Chief Executive in consultation with the West of England Chief Executives.

**Contact officer:** Malcolm Coe

**Position:** Director of Investment and Corporate Services

**Email:** malcolm.coe@westofengland-ca.gov.uk

**MEETING: WEST OF ENGLAND JOINT COMMITTEE**

**DATE: 14 JUNE 2019**

**REPORT TITLE: LOCAL ENTERPRISE PARTNERSHIP ONE FRONT DOOR FUNDING PROGRAMME**

**AUTHOR: MALCOLM COE, DIRECTOR OF INVESTMENT AND CORPORATE SERVICES**

### **Purpose of Report**

1.1 To consider business cases for the following schemes seeking approval for funding through the Local Growth and Economic Development Funds and to update on other externally funded grant programmes:

- STEAM Centre at SGS WISE Campus
- Weston College Animal Management Education Centre.
- Bath College Digital and Creative Innovation Centre
- Keynsham Town Centre Improvement - Keynsham High Street
- Urban Multi Wireless Broadband and IoT Testing for Local Authority and Industrial Applications (Umbrella)
- Reimagining and Redeveloping the Old Magistrates Court
- Watershed Development project
- Cribbs Patchway MetroBus Extension
- MetroWest Phase 2

### **Background**

2.1 A consistent approach has been developed 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 is provided by the four Council S151 officers as part of business case approval decision. The 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.

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 'National Local Growth Assurance Framework' guidance. In line with the delegation made at the Joint Committee in February 2019, the West of England assurance framework has been [revised](#) to reflect this new guidance to embrace both LEP and WECA Single Pot funding.

**Local Growth Fund (LGF)**

- 3.1 The total West of England Growth Deal capital funding allocation across rounds 1-3 is £202.1m. The current profile of spend across the schemes within the programme is shown in Figure 1. There is an expectation that all LGF projects are substantially complete by March 2021 (the end of the LGF funding period) and a requirement that all grant funds are spent by this date. To help mitigate against slippage, an ongoing review is undertaken of all projects which are either yet to fully approved or have programme allocations. Schemes in this position have been asked to accelerate the development of business cases and provide credible delivery plans for spend and completion by March 2021. Overprogramming currently stands some £25m not including the Bath College Digital and Creative Innovation Centre.
- 3.2 As part of the review of the deliverability of projects by the LGF end date, it has become clear that the Quantum Technologies Innovation Centre is challenged to make sufficient progress to utilise the currently allocated £14.97m of grant funding. It is therefore proposed that this scheme is reallocated out of the LGF and instead forms an early call on the emerging UK Shared Prosperity Fund (UKSPF). However, given the form, timing and amount of funding through UKSPF cannot be guaranteed at this time this would need to be underwritten by the Investment Fund, and this is recommended to the WECA Committee. This would reduce LGF overprogramming to some £10m.

*Full Business Cases*

- 3.3 Following the award of LGF Programme Entry at the Joint Committee meeting in February, three skills capital projects have progressed to the submission of a Second Stage Application (Full Business Case). The work to progress the projects to this stage has been supported through the West of England Investment Fund.
- **STEAM Centre at WISE Campus Stoke Gifford** – this project would see the delivery of a new 1,800m<sup>2</sup> Science, Technology, Engineering, Art and Maths Centre at South Gloucestershire and Stroud College's WISE campus. This would create a hub, bringing Cyber and Digital Media and a wide range of A Levels from the A38 Filton site, which would in turn enable the A38 Filton campus to accommodate increased provision.

This is a £7.386m project with £6.401m sought from the LGF. Given completion is forecast at the end of the LGF funding period it is proposed that the deliverability of the project is reviewed when planning consent has been secured and detailed design completed prior to funding award. The scheme Assessment Summary Table is shown in Appendix 3 and the FBC has been published on the WECA [website](#).

*Recommendation to approve the Full Business Case for the STEAM Centre at WISE Campus Stoke Gifford subject to securing planning consent and design to RIBA stage 3 with the submission of an updated cost plan.*

- **Animal Management Education Centre** – Weston College is proposing a new 398m<sup>2</sup> modular building to create a high quality Education Centre in partnership with the Puxton Park visitor centre in Hewish. This partnership would deliver a learning facility which would meet increased demand and provide a sustainable future for high quality education and skills programmes aimed at meeting the needs of employers in the visitor economy and land-based sectors in the West of England.

Local Growth Fund Schemes LGF Spend £000s	15/16	16/17	17/18		18/19	19/20	20/21	Total
	Grant Claim		16/17 Claim	17/18 Claim	Current Profile			
<b>Transport Schemes</b>								
MetroWest Phase 2 Development Costs	140	351	53	1,046	1,610	-	-	3,200
MetroWest Phase 1 Development Costs	3,304	3,291	251	2,001	1,750	450	-	11,047
MetroWest Phase 1 Implementation	-	-	-	-	-	16,274	-	16,274
Sustainable Transport Package 15/16	2,898	-	-	-	-	-	-	2,898
Sustainable Transport Package 16/17	-	1,934	71	1,678	36	-	-	3,719
Sustainable Transport Package 17/18	-	-	-	971	1,544	2,075	-	4,590
Sustainable Transport Package/Pinch Points programme	-	-	-	-	-	377	2,889	3,266
Pinch Points - West Wick Rbt and North South Link	-	1,783	-	-	3,163	6,365	-	11,311
Pinch Points - Aztec West Roundabout	-	1,833	269	-	-	-	-	2,102
Portway Station	-	-	-	-	-	200	353	553
Pinch Points - A4018 Corridor Improvements	-	-	-	-	-	625	1,000	1,625
Weston-super-Mare Town Centre Enhancement	-	-	-	-	400	1,100	-	1,500
A39 Bences Garage Junction Improvement	-	-	-	-	700	-	-	700
Weston-super-Mare: Sustainable Travel Improvements	-	-	-	-	55	665	1,030	1,750
Bromley Heath Viaduct Improvement Scheme	-	-	-	-	2,800	-	-	2,800
Keynsham Town Centre Improvements	-	-	-	-	-	544	956	1,500
South Glos Sustainable Transport Package	-	-	-	-	-	1,632	1,163	2,795
<b>FE Skills Capital Schemes</b>								
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	948	2,226	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	-	-	-	13	-	62	-	75
Weston College Construction Skills Centre	-	-	-	-	3,271	-	-	3,271
Weston College Health and Active Living Skills Centre	-	-	-	-	5,359	-	-	5,359
South Bristol Construction Centre	-	-	-	-	-	2,070	3,930	6,000
Bath College Catering & Hospitality Training Hub	-	-	-	-	-	2,099	-	2,099
SGS STEAM Centre	-	-	-	-	-	1,209	5,192	6,401
Weston College Animal Management Training Centre	-	-	-	-	-	990	-	990
<b>Infrastructure Schemes</b>								
Aerospace Bristol	-	1,700	-	-	-	-	-	1,700
Superfast Broadband SGC	-	714	-	556	40	-	-	1,310
Superfast Broadband CDS	-	-	-	-	-	400	-	400
B&B Cultural Destinations Media Bank	-	14	-	87	46	-	-	147
Town Square, Weston-super-Mare	-	1,227	61	1,554	6	131	-	2,979
Saw Close Public Realm, Bath	-	112	-	-	-	-	-	112
Bath Quays Bridge	-	355	-	-	69	1,196	249	1,869
Cattle Market Road Demolition Works	-	278	95	502	-	-	-	875
Colston Hall Phase 2 Transformation Project	-	-	-	1,000	1,000	3,000	3,405	8,405
Bath Quays South Phase 1a Enabling Infrastructure	-	-	-	731	3,836	4,228	-	8,795
Bath Quays North Phase 1b Relocation of Coach Park	-	-	-	93	1,396	-	-	1,489
Bath Quays North Initial Development Works	-	-	-	-	-	6,594	-	6,594
Purchase of Land at Bristol and Bath Science Park	-	-	-	-	4,909	856	-	5,765
<b>Innovation Schemes</b>								
Bristol Institute of Technology, BRL and UEZ	1,952	2,548	-	-	-	-	-	4,500
Health Technology Hub	-	1,036	103	191	-	-	-	1,330
FoodWorks <sup>SW</sup> Innovation Centre	-	-	-	-	2,000	9,844	-	11,844
NTPProStruct	-	2,374	1,484	-	-	-	-	3,858
Composites Bridge Construction	-	-	-	735	101	1,130	3,084	5,050
OPCR - Sensor Factory, CAV & KWMC	-	-	-	-	1,073	1,792	475	3,340
Umbrella	-	-	-	-	-	2,100	1,500	3,600
IAAPS	-	-	-	-	6,000	4,000	-	10,000
Bristol VR Lab	-	-	-	160	53	82	-	295
Quantum Technologies Innovation Centre	-	-	-	-	-	9,800	5,174	14,974
Grow-On2 Temporary Building	-	-	-	-	-	1,004	-	1,004
<b>Total Funds Available</b>	<b>16,600</b>	<b>37,759</b>	<b>4,648</b>	<b>13,544</b>	<b>41,262</b>	<b>82,894</b>	<b>30,400</b>	<b>227,107</b>
<b>Change from allocation</b>	<b>0</b>	<b>0</b>	<b>-36,288</b>	<b>-40,396</b>	<b>69,319</b>	<b>-3,912</b>	<b>25,011</b>	

Subject to approval of change request

Project completed

Subject to approval of business case

**Figure 1 – Current LGF Spend Profile**

This is a £1.421m project with £990,000 sought from the LGF. The scheme Assessment Summary Table is shown in Appendix 4 and the FBC has been published on the [WECA website](#).

*Recommendation to approve the Full Business Case for the Animal Management Education Centre.*

- **Digital and Creative Innovation Centre** – Bath College are proposing to deliver a new 2,002m<sup>2</sup> Innovation Centre as part of the current city centre campus to create opportunities for growth within the Bath Enterprise Zone. The facility will offer digital and creative focused learning and innovation and provide a bridge between FE & HE incubation and start-up support systems for micro businesses.

This is a £12.125m project with £9.065m sought from the LGF. The scheme Assessment Summary Table is shown in Appendix 5 and the FBC has been published on the [WECA website](#). The project forecasts completion in June 2021 and grant spend of £520,000 in 21/22 outside the LGF funding period.

*Recommendation to review the funding position for the Digital and Creative Innovation centre when planning consent and design to RIBA stage 3 has been achieved noting that should the scheme progress the tail of funding would need to be underwritten by B&NES EDF allocation.*

3.4 Following approval of the Outline Business Case at the Joint Committee meeting in September 2018, an FBC has been submitted by Bath and North East Somerset Council for the Keynsham High Street project.

- **Keynsham Town Centre Improvement - Keynsham High Street** – it is planned to deliver public realm improvements and enhance the accessibility of Keynsham High Street by alternative modes in order to revitalise the town centre and improve business turnover and employment. The project aims to increase both the attractiveness and accessibility of the High Street through upgrading footway materials, new and coordinated street furniture and provision of pedestrian, cycle and bus friendly infrastructure.

This is a £1.581m project with £1.5m sought from the LGF. The scheme Assessment Summary Table is shown in Appendix 6 and the FBC has been published on the [WECA website](#).

*Recommendation to approve the Full Business Case for the Keynsham High Street scheme.*

3.5 An FBC has been submitted by South Gloucestershire Council which seeks to draw on the remaining programme allocation for the Open Programmable City Region identified through the original Growth Deal.

- **Urban Multi Wireless Broadband and IoT Testing for Local Authority and Industrial Applications (Umbrella)** - the project seeks to create a Centre of Excellence for 'open' research and innovation into future Industrial Internet of Things (IIOT) linking key academic, research and economic locations such as National Composites Centre, Bristol & Bath Science Park, and the UWE Bristol Robotics Lab and FutureSpace. The project will deliver an open testbed platform which links, through fibre and wireless connectivity, to multiple testbeds and platforms across different sites.

This is a £4.885m project with £3.6m sought from the LGF. The scheme Assessment Summary Table is shown in Appendix 7 and the FBC has been published on the [WECA website](#).

*Recommendation to approve the Full Business Case for the Umbrella project subject to confirmation of the State Aid position and the supply of a detailed programme, specification of the works and cost plan.*

#### *Outline Business Cases for Schemes Outside the Programme*

3.6 There is the opportunity for scheme promoters to submit Outline Business Cases seeking entry to the programme. Given the LGF is currently fully subscribed it is recommended these schemes are added to the pipeline, but not the programme, and could be considered further should funds become available.

- **Reimagining and Redeveloping the Old Magistrates Court** – the OBC submitted by the Creative Youth Network seeks £1m towards the £6.5m cost of redeveloping the old Bristol Magistrates Court. The project presents dual aims to provide high quality workspace for the creative sector and to offer skills training and access to work in the creative sector focussed on people from disadvantaged backgrounds. The project would deliver 1,115m<sup>2</sup> of workspace for creative enterprises which could accommodate 110 workers. The OBC is published on the [WECA website](#).

*Recommendation that the Reimagining and Redeveloping the Old Magistrates Court project is added to the LGF pipeline should funding become available.*

- **Watershed Development** – the OBC submitted by the Watershed Arts Trust Ltd seeks £5.5m towards the redevelopment of the Watershed to meet growing demand and to increase capacity across all areas if delivery. A phased approach is proposed the first remodelling the existing ground floor and the second a new build to provide studios for start ups and micro enterprises together with the refurbishment of the first floor. It is forecast this could create 165 jobs. The OBC is published on the [WECA website](#).

*Recommendation that the Watershed Development project is added to the LGF pipeline should funding become available.*

### **Economic Development Fund (EDF)**

4.1 An FBC for the Cribbs Patchway MetroBus Extension has been submitted by South Gloucestershire Council. The scheme Assessment Summary Table is shown in Appendix 8 and the FBC has been published on the [WECA website](#).

- **Cribbs Patchway MetroBus Extension** – this project will provide an extension to the current MetroBus network and link Bristol Parkway Station and The Mall Bus Station via the Cribbs Patchway New Neighbourhood (CPNN) re-development site at the former Filton Airfield, the Horizon 38 development site, Gypsy Patch Lane and Hatchet Road. The scheme includes the replacement of the existing railway bridge on Gypsy Patch Lane with a new wider bridge to relieve the existing pinch point, the extension and signalisation of the San Andreas roundabout, and bus lanes on Gypsy Patch Lane. Metrobus stops and walking/cycling infrastructure are also included.

This is a £56.9m project with £35m sought from the EDF and £21.9m sought from the Investment Fund.

*Recommendation to approve the Full Business Case for the Cribbs Patchway MetroBus Extension and award of EDF funding subject to supply of a detailed elemental cost breakdown for the highway works and securing all necessary land.*

4.2 An OBC for MetroWest Phase 2 has been submitted by South Gloucestershire Council on behalf of the West of England. The scheme Assessment Summary Table is shown in Appendix 9 and the FBC has been published on the WECA website ([business case](#) and [appendices](#)).

- **MetroWest Phase 2** – this scheme includes delivery of infrastructure and passenger train operations to provide:
  - A half hourly service for Yate local station on the Bristol Parkway to Gloucester line, through the provision of an additional service between Bristol Parkway and Yate.
  - An hourly service for a reopened Henbury Line with new stations at Henbury and North Filton. A new station will also be constructed at Ashley Down, on the existing Filton Bank (between Filton Abbey Wood and Stapleton Road).

This is a £48.225m project with £36.5m of funding sought through the devolved 10 year allocation of major schemes funding awarded through the City Deal. Until this funding is confirmed it is assumed this is underwritten by the EDF. A total of £11.063m is also sought from the Investment Fund of which £5.125m is capital and £5.938m is revenue. Of this £3.519m is sought from the Investment Fund to progress to FBC.

The current transport Benefit to Cost Ratio (BCR) for the scheme is 1.884 whilst the expectation is for a BCR of at least 2. It is noted that there are a number of options to improve the BCR by FBC stage from the information presented. For example, an element of descoping could provide a BCR which meets the required threshold.

*Recommendation to approve the Outline Business Case for MetroWest Phase 2 noting the need to enhance the BCR to at least 2 by FBC stage.*

## **Changes to Schemes within the Programme**

5.1 The change requests submitted which are recommended for approval by the Committee across the LGF, EDF and RIF are set out in Appendix 1 and 2.

## **Other Externally Funded Grant Programmes**

6.1 There have been recent developments and awards of funding for four funding programmes which will, or may, involve the issuing of grants. Updates on these programmes, for which funding totals over £6m, are provided in turn below and regular reports on progress will be provided to the Committee.

### **1. South West Energy Hub**

6.2 In 2018 the Department for Business, Energy & Industrial Strategy (BEIS) provided £1.03m funding to the LEP to establish the SW Energy Hub, a partnership of 7 Local Enterprise Partnerships in the wider south west region with WECA acting as accountable body.

6.3 The South West Energy Hub is one of five local energy hubs that have been established across England. Each hub has a self-determined role suited to the region in which it

operates, so that activities reflect local contexts, supporting delivery of priorities identified by LEP energy strategies. All have the over-arching aims of bringing investment into energy infrastructure projects, making strategic linkages between local institutions and sharing best practice through knowledge exchange across the five Hub regions

- 6.4 The intention is that projects supported by the Hub should lead to investment in energy assets, technologies and infrastructure, which result in a direct improvement in the way that energy is used, supplied or distributed. In general, these projects are likely to require capital investment.

Two recent changes have extended the funding of the Energy Hub as detailed below.

#### *Rural Community Energy Fund*

- 6.5 BEIS recently took over delivery of the Rural Community Energy Fund (RCEF) from the Department for Environment, Food & Rural Affairs (Defra). BEIS have provided £1.8m to the SW Energy Hub to deliver the RCEF. The RCEF is designed to support rural community groups seeking to develop their own energy projects locally.

The grant has two main stages:

- A feasibility grant of up to £40,000 for groups to appoint a consultant to undertake appraisal of a potential scheme. Groups with more complex or multi-technology schemes are more likely to receive a larger grant. It is expected that at least 31 feasibility studies will be funded across the wider south west region.
- A development grant of up to £100,00 to support development and planning for feasible schemes, as before a higher grant level will be provided to more complex schemes. It is expected that at least 2 development grants will be funded across the wider south west region.

- 6.6 Approval is sought from the Joint Committee to launch the RCEF in June. The SW Energy Hub has been working collaboratively with the other four Hubs in England and BEIS to develop a process, application details and criteria to prepare for public launch. Delegated approval to the WECA Chief Executive in consultation with the South West LEP Chief Executives is sought for the award of funding to applicants in line with the application process and criteria.

#### *SW Energy Hub – Additional Funding*

- 6.7 BEIS have provided the SW Energy Hub with an additional £565,000, this is to fund:
- Additional support for Hub delivery, to be determined by the Hub Board.
  - Research in one or two local authorities within the wider south west to test the potential viability of piloting Council Tax incentives as a means of encouraging homeowners to improve the energy efficiency of the properties.
  - Two electric vehicle roadshows, which were held in 2018 as part of Green Great Britain week.

## **2. Low Carbon Challenge Fund**

- 6.8 In late 2017 WECA submitted an external bid for funding to the European Regional Development Fund (ERDF) administered by the Ministry of Housing, Communities & Local Government (MHCLG). The bid sought to create a grant funding scheme to support

projects that will lead to the decarbonisation of the West of England economy. In early 2019 WECA was notified that the application had been successful and £2.1m of ERDF has been secured to operate the Low Carbon Challenge Fund (LCCF).

- 6.9 LCCF will offer grants at a 40% intervention rate across three streams of activity:
- Business Energy Efficiency grants aimed at SMEs who want to make energy savings to their premises, processes or practices.
  - Community Energy Grants that will support the implementation of small-scale energy generation schemes using renewable sources.
  - Public housing grants that will support the implementation of innovative schemes to improve the energy efficiency of public housing.
- 6.10 Across the programme, at least 130 businesses will receive grant support, saving at least 2,020 tonnes of CO2 equivalent gases. The programme will operate until 2022 and the funding is unaffected by Brexit.
- 6.11 A small advisory panel will be formed to guide the selection of applicants for funding. This panel will be made up of Local Authority Officers and other relevant experts. All applications will be assessed through an open, transparent and evidence-based process and will need to be supported by robust energy surveys which will help inform the panel, alongside value for money and deliverability assessments. Delegated authority to the WECA Chief Executive is sought for the award of grants, informed by the advice of the advisory panel as detailed.

### **3. *Women into Digital Jobs, Education and Training (WIDJET)***

- 6.12 In October 2018, WECA submitted an application to the Department for Digital, Culture, Media & Sport (DCMS) Digital Skills Innovation Fund (DSIF) seeking £238k of funding to support the delivery of a programme of activity, training, seminars and workshops aimed at helping women to find digital roles. Women are underrepresented in digital roles and DSIF's aim was to address broad under-representation in the sector.
- 6.13 The programme of activity will be delivered by 5 local intermediaries who were all part of the WECA bid to DCMS. They are Bath College, Mayden Academy, Boomsatsuma, Dot Project and Knowle West Media Centre. Across the range of activities, it is hoped that at least 350 women will receive support better enabling them for a career in a digital role. The programme offer is broad, ranging from short introductory taster sessions, to four month long, intensive software developer courses. Delegated authority to the WECA Chief Executive is sought for the award of grants.

### **4. *Creative Scale Up Programme***

- 6.14 WECA has been allocated £1.3m from DCMS's £4m Creative Scale Up programme to deliver a programme of support for scale up business in the creative industries and a programme of activity to encourage the formation of an angel investor network for creative industry businesses.
- 6.15 The programme will support approximately 100 business directly with scale up support, based around the acknowledged scale up challenges, and aims to establish a larger, recognised, angel investor network here in the West of England. This element of the programme will build on existing work undertaken through the Growth Hub in partnership with the Engine Shed.

- 6.16 Intermediaries will deliver the business support to the SMEs through either an open and transparent grant process, or procurement exercise. Delegated authority to WECA Chief Executive is sought from the Committee for the award of grants.

**Consultation:**

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

**Other Options Considered:**

- 8.1 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:**

- 9.1 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:**

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

**Economic Impact Assessment:**

- 11.1 Supporting economic growth is central to the One Front Door funding streams, and promoters are required to include an economic case within the FBCs 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 FBCs are [published](#) on the LEP website at the point of decision making

**Finance Implications:**

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

Advice given by: Malcolm Coe, Director of Investment and Corporate Services, WECA

**Legal Implications:**

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

Advice given by: Shahzia Daya, Monitoring Officer, WECA

**Land/Property Implications;**

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

Advice given by: Malcolm Coe, Director of Investment and Corporate Services, WECA

**Human Resources Implications:**

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

**Recommendations:**

The Committee is asked to:

1. **Approve the reallocation of the Quantum Technologies Innovation Centre project from the LGF programme to the emerging UK Shared Prosperity Fund.**
2. **Approve the Full Business Case for the STEAM Centre at WISE Campus Stoke Gifford subject to securing planning consent and design to RIBA stage 3 with the submission of an updated cost plan.**
3. **Approve the Full Business Case for the Animal Management Education Centre.**
4. **To review the funding position for the Digital and Creative Innovation centre when planning consent and design to RIBA stage 3 has been achieved noting that should the scheme progress the tail of funding would need to be underwritten by B&NES EDF allocation.**
5. **Approve the Full Business Case for the Keynsham High Street scheme.**
6. **Approve the Full Business Case for the Umbrella project subject to confirmation of the State Aid position and the supply of a detailed programme, specification of the works and cost plan.**
7. **Award the Reimagining and Redeveloping the Old Magistrates Court project LGF pipeline status should funding become available.**
8. **Award the Watershed Development project LGF pipeline status should funding become available.**
9. **Approve the Full Business Case for the Cribbs Patchway MetroBus Extension and award of EDF funding subject to supply of a detailed elemental cost breakdown for the highway works and securing all necessary land.**
10. **Approve the Outline Business Case for MetroWest Phase 2 noting the need to enhance the BCR to at least 2 by FBC stage.**
11. **Approve the change requests for the LGF schemes set out in Appendix 1.**
12. **Approve the change requests for the EDF and RIF schemes set out in Appendix 2.**
13. **That the Committee note the additional funding awarded to WECA for the South West Energy Hub and delegate approval of the individual Rural Community Energy Fund awards to the WECA Chief Executive in consultation with the South West LEP Chief Executives.**
14. **That the Committee endorses the Low Carbon Challenge Fund and delegates approval for grant making to the WECA Chief Executive in consultation with the West of England Chief Executives and informed by the advice of the advisory panel.**

15. That the Committee endorses the WIDJET programme and delegates approval for grant making to the WECA Chief Executive in consultation with the West of England Chief Executives.
16. That the Committee endorses the Creative Scale Up programme and, if a grant process is used to select intermediary delivery partners, delegates approval to make grants to the selected partners to the WECA Chief Executive in consultation with the West of England Chief Executives.

### Appendices

- Appendix 1: Local Growth Fund - Requested Scheme Changes
- Appendix 2: Economic Development Fund and Revolving Infrastructure Fund - Requested Scheme Changes
- Appendix 3: STEAM Centre at WISE Campus Stoke Gifford – Assessment Summary Table
- Appendix 4: Animal Management Education Centre – Assessment Summary Table
- Appendix 5: Digital and Creative Innovation Centre - Assessment Summary Table
- Appendix 6: Keynsham High Street - Assessment Summary Table
- Appendix 7: Umbrella Project – Assessment Summary Table
- Appendix 8: Cribbs Patchway MetroBus Extension – Assessment Summary Table
- Appendix 9: MetroWest Phase 2 – Assessment Summary Table

**Report Author: Malcolm Coe, Director of Investment and Corporate Services**

### **West of England Combined Authority Contact:**

Any person seeking background information relating to this item should seek the assistance of the Contact Officer for the meeting who is **Pete Davis** and who is available by telephoning Joanna Greenwood on 0117 426210; writing to West of England Combined Authority, 3 Rivergate, Temple Way, Bristol BS1 6ER; email: [democratic.services@westofengland-ca.gov.uk](mailto:democratic.services@westofengland-ca.gov.uk)

## Appendix 1

### Local Growth Fund Change Requests Recommended for Approval

- **Colston Hall Phase 2 Transformation Project** – a cost increase of £3.4m which it is proposed is to be met by reallocating LGF funds from Engine Shed 2, previously swapped into the EDF programme. The new LGF spend profile is 18/19 £1m, 19/20 £3m, 20/21 £3.4m. The cost change results from inflationary increases associated with slippage with delays of 3 months (to Mar 19) for Main Contractor Award and 12 months (to June 21) to RIBA Stage 6 & 7 Completion and Handover.
- **MetroWest Phase 1** – Change Request received to confirm £500k for Phase 1A allocated at November Joint Committee, with £50k expended in 18/19 and £450k for 19/20. Although the dates for milestone completions are still under review, it has been confirmed that two milestones have slipped, the Submission of Development Consent Order Application by 10 months (to Jul 19) and Completion of GRIP 4 by 9 months (to Jun 19).
- **Bath Quays Bridge** – further delays to the project of 4 months (to Ap 20) for Superstructure assembly commencement, Enabling works/Substructure complete (to May 20) and Superstructure completion (to Sept 20) with a 3 month delay to the Bridge being operational (to Dec 20). Subsequently, project spend is also re-profiled with 18/19 £546,206k for 18/19 reprofiled to 19/20 (revised spend profile 19/20 £1,196,206m, 20/21 £249,100).
- **Bath Quays Phase 1a (South)** – delays of 6 months for Demolition & Enabling Works (to May 19) and Wi-Fi Phase 1 Installation and Testing Completion (to June 19), of 4 months for Wi-Fi Phase 2 Installation and Testing Start (to July 19) and Flood Wall & Embankment Works Completion (to Oct 19), of 3 months for Wi-Fi Phase 2 Installation and Testing Completion (to Sept 19), of 7 months for Office building completion (to Jun 21) and of 9 months for Public Realm Works practical completion (to Dec 21). Due to the delays £2.311m is reprofiled from 18/19 to 19/20 (revised 19/20 profile £4,228m).
- **A4018 Corridor Improvements** – milestones have been brought forward with completion now 2 months earlier (Mar 21) than previously reported.
- **Bath Quays North Initial Development Works** – one month delay to the Award of Contract (to April 19).
- **Composite Bridge** – reflecting the revised scope and programming there is a £21k underspend in 18/19 re-profiled to 19/20 (revised 19/20 profile of £1.151m & 20/21 of £3.085m).
- **Purchase of Land at Bristol and Bath Science Park** – resolution of the road transfer to the highways authority is still ongoing and as a result £856k for 18/19 has been re-profiled to 19/20. In consequence milestones for the End of Project Delivery Report and Evaluation Reports are delayed by 14-16 months.
- **Bristol VR Lab** – reprofiling of £75,320 from 18/19 to 19/20 to allow for installation of a lift which requires a full plan and negotiation with the landlords and a milestone delay of 12 months for the VIP Trade Visit (to Mar 20).
- **Bath College Catering and Hospitality Education and Training Centre** – delays of one month for Construction Start on Site (to Apr 19) and Centre Operational (to Oct 19) and 3 months for Construction Practical Completion (to Oct 19)

- **Cattle Market Road Demolition Works** – further delays to the completion of demolition works of 3 months (to Jun 19). Cost increase of £2.830m being met through an increase in match funding.
- **City of Bristol College Advanced Construction Skills Centre** – delays of 2 months for Detailed Design (to Mar 19), 3 months for Planning Consent Secured and FBC approval (to July 19), one month for Procurement and contractor appointment (to Jul 19), 4 months to Construction Start on Site (to Nov 19), 5 months to New Construction Practical/Substantial Completion (to May 21) and 4 months to Operational Access (to May 21). Consequently, £1.230m is being re-profiled from 19/20 to 20/21 (new profile 19/20 £2.070m, 20/21 £3.930m).
- **FoodWorks<sup>SW</sup> Innovation Centre** – delays of 1 month for Centre Operator Secured (to Apr 19) and to Centre Operational (to Mar 20). Spend profile has also been amended to reflect the changes to the build programme with £1.315m in 18/19 reprofiled to 19/20 (new profile £9.844m 19/20).
- **Grow-On2 Temporary Building** – delays of 3 months to Tender Evaluation & Issue of Pre-Commencement Agreement (to May 19) and 4 months for Construction Completed (to Oct 19) and Contract Completion (to Nov 19). A request to re-profile £973,541 from 18/19 to 19/20 (revised 19/20 profile £973,541). The delays arise from the need for a further tender process.
- **Institute of Advanced Automotive Propulsion Systems** – delays of one month for Issue of Construction ITT (to Dec 18), Appointment of Construction ITT (to Apr 19), Commencement of Construction ITT (to May 19), Construction Enabling Works (to Apr 19) and Appointment of Equipment ITT (to Dec 19). A cost increase of £8.344m (total £69.786m) has been met by the University.
- **Keynsham Town Centre Improvement - Keynsham High Street** – following an extension to the consultation period, milestone dates have shifted and the spend profile has been amended. A delay of 2 months for Completion of detailed design and tender package (to Nov 19), Procurement of Contractor (to Feb 20) and to Construction Start (to Mar 20) with a one month delay to Construction End (to Oct 20). £44k has also been brought forward from 20/21 to 19/20 (revised profile 19/20 £544k, 20/21 - £956k).
- **Open Programmable City Region** – delays due to later start to the procurement process, with a one month delay to FBC approval (to Dec 18), a 7 month delay to Procurement (to Jul 19), a one month delay to Knowle West Media Centre Completion (to Aug 19) and a 4 month delay to The Sensor Factory completion (to Nov 20). Reprofiled of £797k from 18/19 to 19/20 and 20/21 requested (revised profile 19/20 £1.792m, 20/21 £475k).
- **Portway Station** – delays of 4 months for securing Planning Consent (to Mar 19), six months for GRIP 5 Detailed Design Commences (to May 19), 9 months to Construction Commences (to Jan 20) and a 7 month to Scheme Operational (to Dec 20). Delays resulting from the need for further surveys have impacted on the spend profile with a £238k reprofiled from 18/19 and £115k from 19/20 to 20/21.
- **South Gloucestershire Sustainable Transport Package 2018-21** – reprofiling of £38,500 from 18/19 to 20/21 (new 20/21 total £1,163,332m).

- **Sustainable Transport Package 17/18** – a requirement to re-tender for works due to a scope adjustment has resulted in two milestone slippages linked to the Airport Road Cycle Way, a 3 months delay to Construction Start (to Apr 19) and a 2 month delay to Construction Practical Completion (to Dec 19). Requested reprofiling of £101k from 18/19 to 19/20 (revised 19/20 profile £2.113m).
- **Weston-super-Mare Sustainable Transport** – request to reprofile £530k from 19/20 to 20/21 (revised profile 19/20 £665k, 20/21 £1.030m) and delays across all three scheme elements:
  - Uphill North – delays of 2-8 months to a number of interim milestones and of 3 months to Construction Completed and Monitoring Installations (to Dec 19).
  - South Parade - delays of 1-3 months to Stakeholder Engagement and Consultation (both to May 19), and Final Land Negotiation and Detailed Design (to June 19).
  - Regent Street - delays of 2– 8 months across a number of interim milestones and 2 months to Construction Completion (to Aug 20).
- **Town Square, Weston-super-Mare** - negotiations with Royal Hotel regarding Spider Lane and boundary treatments are still ongoing and subsequently the resurfacing of Spider Lane has been delayed by 4 months (to Jul 19) with £131k reprofiled from 18/19 to 19/20.
- **Weston-super-Mare Transport Enhancement Scheme** – current reported delays of 3 months for Procurement (to Apr 19), 2 months for both Construction Start on Site (to May 19) and Practical Completion/Substantial Completion (to Mar 20) and 1 month to Scheme Operational (to Mar 20). Reprofiling of £60k from 18/19 to 19/20 (revised 19/20 profile £1.16m). Cost increase of £200k met by match funding but further cost and programme changes may be reported in future once ongoing investigations are concluded.
- **West Wick Roundabout & North South Link** – reprofiling of £1.485m from 18/19 to 19/20 reflecting revisions to programme activities sequencing and timings (revised 19/20 spend profile £6.364m).
- **Superfast Broadband Extension Programme (South Gloucestershire Council)** – no changes reported but dates for Phase 3 still to be confirmed due to revalidation of the intervention area.

## Appendix 2

### Economic Development Fund and Revolving Infrastructure Fund Change Requests Recommended for Approval

#### Economic Development Fund

- **Avonmouth Severnside Ecology Mitigation and Flood Defence Development Costs** – five month delay to Contract & Project Completion (to May 19) with reprofiling of £40k from 18/19 to 19/20.
- **Avoncrest and Hutton Moor Regeneration Phase 1** – project delivery dates under review with work continuing to confirm detailed scope, programme and costs.
- **Bath Riverside Enterprise Zone Team** – a two month delay to EZ Gateway Signage/Billboards (to May 19) and four milestones brought forward, with minor revisions to profile (now 18/19 £228k, 19/20 £227k, 20/21 £230k).
- **Temple Quarter Enterprise Zone Programme Team** – further delays to the Annual Report submissions, 16/17 report delayed by 5 months (to Apr 19) and 17/18 report by 6 months (to May 19). Reprofiling of £250k from 18/19 to 19/20.
- **Engine Shed 2** – delays of 3-6 months to a number of interim milestones and a one month delay to the final milestone of Start of Engine Shed 2 Operation (to Apr 21).

#### Revolving Infrastructure Fund

- **Temple Quarter Enterprise Zone Infrastructure Programme** – Feeder Road Project End milestone remains to be confirmed and requested reprofiling of £2.201m from 18/19 to 19/20 as a result of construction delays.
- **The Stable: Creative Working Hub** – a further one month slippage to the Phase 2 refurbishment works (to May 19) due to the timing of the current tenants vacating the premises. Request to bring forward £10k of spend to 18/19 from 19/20.
- **J21 Northbound Merge Improvement** – delay of 5 months for Detailed Design sign-off and handover to Highways England (to Aug 19) with the following dates now confirmed - Construction Start Jan 20 and Construction Completion Jun 20. Request to reprofile £450k from 19/20 to 20/21 and cost increase of £112k being met through match funding.
- **J21 Queensway Improvement** – the project continues to be on hold whilst alternate funding sources are sought.
- **South Bristol Sustainable Urban Development (SUD) Intermediate Body** – request to reprofile £2,332 from 18/19 to 19/20 (revised 19/20 spend profile £20,230) and minor changes to cost categories.
- **Somer Valley Enterprise Zone Commercial Delivery Framework** – engagement with landowners was due to be completed in Oct 2018 but is still ongoing and an additional four milestones have also slipped by 5-12 months as a result of clarity on the FBC requirements and planning strategy. Project completion delayed to September 2020.

## Appendix 3 - Business Case Assessment Summary Table

Scheme Details		Appraisal Summary		Recommendation/ Conditions	
<b>Project Name</b>	STEAM Centre at WISE Campus Stoke Gifford	<b>Strategic Case</b>	<p>This project will enable SGS to respond to the considerable growth in student numbers in the area. The West of England faces a significant economic risk if the future demand for post-16 provision cannot be met within the capacity of the existing system. Moreover, the strategic priorities of the region and the needs of local businesses mean that it is critical that the post-16 curriculum offering is protected and expanded.</p> <p>The WISE Campus already accommodates the West of England's largest creative and sport science provision, and within the contiguous City of Bristol campuses, there is both Engineering and Motor Vehicle provision. The inclusion of A Levels and Cyber Security courses aims to create a multi-provider Science, Technology, Engineering, Art and Maths (STEAM) Hub.</p> <p>This project would directly improve and enhance current and future skills needs and supports growth industries and sectors.</p> <p>The current College estate is reported to be operating at capacity and building or leasing a facility elsewhere is considered much less cost-effective than the proposed on site build.</p>	<b>Funding Source(s)</b>	Local Growth Fund
<b>Scheme Promoter</b>	SGS College	<b>State Aid</b>	SGS College have confirmed that there is either a no aid position, or a compliant position has been established.	<b>Approval Requested</b>	Skills Capital Second Stage Application (Full Business Case) Approval

<b>Date of Submission</b>	2/3/19		<p>The project is forecast to benefit 825 additional learners over the first 3 years. This equates to an LGF cost per additional learner of some £8,473 which is around half the average LGF cost per additional learner for the 9 skills capital projects funded through the LGF to date, but above the median level of £6,300.</p> <p>Using the then Skills Funding Agency methodology, the scheme presents an NPV/Capital Cost ratio of 0.84.</p> <p>The cost per m<sup>2</sup> of floorspace (excluding fees and contingency) is £3,159 which is above an expected cost model rate. The College report this relates to the costs associated with the specialist teaching space, complex building shape, smart heating and the IT/AV installation.</p> <p>A letter has been provided from the Chief Accounting Officer which confirms responsibility and accountability for ensuring good value for money in the use of public resources.</p>		
<b>Funding Requested</b>	<p>£6,990,578 (Substructure/ Superstructure £2.092m; Finishes and Fittings £547k; Services £1.575m; External Works £404k; Preliminaries £1.068m; Other £1.304m)</p>	<b>Economic Case and Value for Money</b>		<b>Grant Award</b>	<p>£6,401,000 (beyond previously awarded £589,578 Investment Fund for development phase)</p>
<b>Total Scheme Cost</b>	<p>£7,385,578 (with grant spend 2018/19 to 2020/21)</p>	<b>Risk</b>	<p>The project costs include a contingency of £549k (10% of the works cost) which is considered appropriate at this stage.</p> <p>A risk register has been provided.</p> <p>Completion is programmed at the end of the LGF funding period by which time all grant would need to be expended.</p>	<b>Grant Recipient</b>	SGS College

<b>Match Funding %</b>	>1% excluding the land value, 5% including the land value.	<b>Delivery</b>	<p>The site is on a 99 year lease from South Gloucestershire Council.</p> <p>Planning consent is required, and a planning application is due to be submitted in May 2019 with consent expected in August/September 2019.</p> <p>A concept design stage programme has been provided which presents a realistic timeframe, with a generous build period which is sensible at this stage.</p> <p>The scheme is yet to reach RIBA 3 Developed Design which is due to be completed by the end of April 2019.</p> <p>It is reported that construction could start in December 2019 with fit out complete by March 2021.</p>	<b>Payment Basis</b>	Quarterly in arrears on defrayed expenditure
<b>Scheme Description</b>				<b>Recommendation to Joint Committee</b>	Approval subject to conditions
<p>The project would deliver a new 1,800m<sup>2</sup> STEAM (Science, Technology, Engineering, Art and Maths) Centre at the SGS WISE campus in Stoke Gifford. This would create a hub, bringing Cyber &amp; Digital Media and a wide range of A Levels from the A38 Filton site, which would in turn enable the A38 Filton campus to accommodate increased provision including Construction and Development, Social Care, Business and apprenticeships. This growth in vocational provision would address local demand and prevent a rise in NEETs within the most vulnerable post-16 students. The project will create 825 new places across A levels, apprenticeships, advanced apprenticeships and adult education.</p>				<b>Conditions of Approval</b>	<p>1) Design to RIBA stage 3 with the supply of an updated cost plan.</p> <p>2) Securing planning consent.</p>

**Record of Approval**

<b>WECA S151 Officer</b>		<b>Joint Committee</b>	
<b>Name</b>	Malcolm Coe	<b>Date of Meeting</b>	14 June 2019
<b>Date</b>	3 June 2019	<b>Decision</b>	
<b>Signature</b>			

## Appendix 4 - Business Case Assessment Summary Table

Scheme Details		Appraisal Summary		Recommendation/ Conditions	
<b>Project Name</b>	<b>Animal Management Education Centre</b>	<b>Strategic Case</b>	<p>The project has dual aims to:</p> <ul style="list-style-type: none"> <li>• Create an industry-standard Animal Management Education centre to meet the needs of learners and employers in the animal care, management and animal-focused visitor attraction sectors across the West of England.</li> <li>• To enable Weston College to relocate from its existing inadequate Category D-rated facility out of region to a unique industry-focused training centre, thereby safeguarding the future of Animal Management training in the area.</li> </ul> <p>The project also seeks to provide a highly inclusive curriculum which facilitates participation in learning for those people with barriers to learning, including SEND, young people at risk of NEET and adults with barriers to learning and/or employment.</p> <p>It is reported that learner demand is already high for this provision and a further increase is expected eg Veterinary Nursing and animal care are forecast to grow by &gt;12% and &gt;9% respectively by 2024.</p>	<b>Funding Source(s)</b>	Local Growth Fund
<b>Scheme Promoter</b>	Weston College	<b>State Aid</b>	Weston College have confirmed that there is either a no aid position, or a compliant position has been established	<b>Approval Requested</b>	Full Business Case Approval

<b>Date of Submission</b>	12/3/19	<b>Economic Case and Value for Money</b>	<p>The project is forecast to benefit 650 learners over the first 3 years, of which 530 would be additional learners. This equates to an LGF cost per additional learner of some £1,868 which is well below the average and median LGF cost per additional learner for the 9 skills capital projects funded through the LGF to date.</p> <p>Using the then Skills Funding Agency methodology, the scheme presents an NPV/Capital Cost ratio of 0.4.</p> <p>The construction cost per m<sup>2</sup> of floorspace (excluding fees and contingency) is £2,354 which is above the average for LGF funded new build projects (£2,167). The College report abnormal costs related to the modular construction, pumped drainage and a long electrical connection and if these are removed the project cost per m<sup>2</sup> falls below then SFA benchmarks.</p> <p>A letter has been provided from the Finance Director which confirms responsibility and accountability for ensuring good value for money in the use of public resources.</p>	<b>Grant Award</b>	£990,000
<b>Funding Requested</b>	£990,000 with grant spend in 19/20				
<b>Total Scheme Cost</b>	£1,420,540 (Substructure/ Superstructure £435k; Finishes and Fittings £62k; Services £179k; External Works £165k; Preliminaries £96k; Other £484k)	<b>Risk</b>	<p>The project costs include a contingency of £56k (6% of the works cost) which is considered appropriate given the advanced stage of the project.</p> <p>A risk register has been provided.</p>	<b>Grant Recipient</b>	Weston College

## ITEM 13

<b>Match Funding %</b>	30%	<b>Delivery</b>	<p>Planning consent was secured in March 2019. There remain planning conditions, but the College confirm the costs and programme allow for discharging these.</p> <p>The site will be leased from Puxton Park by the College for 15 years with the College owning the building.</p> <p>The programme suggests the project could be completed in December 2019.</p>	<b>Payment Basis</b>	Quarterly in arrears on defrayed expenditure
<b>Scheme Description</b>				<b>Recommendation to Joint Committee</b>	Approval
<p>Weston College is proposing to create a high quality Animal Management Education Centre for the region in partnership with Puxton Park. This innovative partnership brings together two key players in their sectors to deliver a learning facility which would provide a sustainable future for high quality education and skills programmes aimed at meeting the skills needs of employers in the visitor economy and land-based sectors in the West of England. The site will be 2050m<sup>2</sup> upon which a new 398m<sup>2</sup> modular building is proposed.</p>				<b>Conditions of Approval</b>	None

Page 43

## Record of Approval

<b>WECA S151 Officer</b>		<b>Joint Committee</b>	
<b>Name</b>	Malcom Coe	<b>Date of Meeting</b>	14 June 2019
<b>Date</b>	3 June 2019	<b>Decision</b>	
<b>Signature</b>			

## Appendix 5 - Business Case Assessment Summary Table

Scheme Details		Appraisal Summary		Recommendation/ Conditions	
<b>Project Name</b>	Digital and Creative Innovation Centre	<b>Strategic Case</b>	<p>The project seeks to improve employment opportunities and close skills gaps in the growth areas of cyber security, big data, CAD, virtual and augmented reality, artificial intelligence and the wider creative industries.</p> <p>B&amp;NES Placemaking Plan (adopted in 2017) highlights Bath College as one of the key players in the Bath Quays development within the Enterprise Zone. The city centre campus is well-located and will help deliver West of England's strategic growth objectives as well as assist the council in their Bath Quays vision, which is contained within Bath Quays North masterplan.</p> <p>The project meets current and future skills needs and supports growth industries and sectors with a strong focus on the West of England's key sectors. As identified in WECA's emerging Employment and Skills Plan, the project helps build on the competitive strengths of the area, providing "access to facilities, people and skills where SMEs can undertake innovation activities and a stronger skills pipeline for priority business sectors."</p> <p>There is a relationship between this project and the emerging Working Well Talent Institute proposal which would need further consideration should the latter progress.</p>	<b>Funding Source(s)</b>	Local Growth Fund
<b>Scheme Promoter</b>	Bath College	<b>State Aid</b>	Bath College have confirmed that there is either a no aid position, or a compliant position has been established.	<b>Approval Requested</b>	Full Business Case Approval

## ITEM 13

<b>Date of Submission</b>	12/3/19	<b>Economic Case and Value for Money</b>	<p>The project is forecast to benefit 537 learners over the first 3 years, of which 352 would be additional learners. This equates to an LGF cost per additional learner of some £25,752 which is well above the average (some £16,100) and median (£6,300) LGF cost per additional learner for the 9 skills capital projects funded through the LGF to date.</p> <p>Using the then Skills Funding Agency methodology, the scheme presents an NPV/Capital Cost ratio of 1.18.</p> <p>The construction cost per m<sup>2</sup> of floorspace (excluding fees and contingency) is £2,781 which is above the average for LGF funded new build projects (£2,167).</p> <p>A letter has been provided from the Principal and CEO which confirms responsibility for ensuring good value for money in the use of public resources.</p>	<b>Grant Award</b>	<p>Award of funding to be reviewed when the scheme has secured planning consent and reached design to RIBA Stage 3.</p> <p>£401,000 previously awarded through the Investment Fund for development phase.</p>
<b>Funding Requested</b>	£9,064,800 with grant spend in 19/20 to 21/22		<b>Risk</b>		<p>The project costs include a contingency of £330k (5% of the works cost).</p> <p>A risk register has been provided.</p> <p>Completion is programmed in June 2021 beyond the end of the LGF funding period in March 2021 and the project forecasts grant spend of £520k in 21/22.</p>
<b>Total Scheme Cost</b>	£12,124,800 (Works £6.12m; Land £3.06m; Equipment £430k; Professional Fees £675k; VAT £1.51m; Contingency £330k)	<b>Delivery</b>	<p>The land is already in the ownership of the College but planning consent will be required.</p> <p>Design is yet to achieve RIBA Stage 3.</p> <p>The programme suggests construction start on site April 2021 with completion in June 2021.</p>	<b>Payment Basis</b>	Quarterly in arrears on defrayed expenditure
<b>Match Funding %</b>	25%				

<b>Recommendation to Joint Committee</b>		To review the funding position when planning consent and design to RIBA stage 3 has been achieved noting that should the scheme progress the tail of funding would need to be underwritten by B&NES EDF allocation.	
<b>Scheme Description</b>		<b>Conditions of Approval</b>	Not applicable
<p>Bath College are proposing to deliver a Digital &amp; Creative Innovation Centre as part of the current city centre campus to create opportunities for growth within the Bath City Enterprise Zone that will:</p> <ul style="list-style-type: none"> <li>• Provide digital and creative focused learning and innovation.</li> <li>• Expand pre-incubation facilities to provide a bridge between FE &amp; HE incubation and start-up support systems for micro businesses.</li> <li>• Dovetail with the proposed Working Well Institute to provide access to FE for NEET and pre-NEET young people via creative and digital pathways.</li> </ul> <p>The 2,200m2 new facility will include a mix of innovative and flexible learning Spaces (incorporating the technical equipment required for teaching and learning), public space (showcasing skills and talent and providing a 'shop-front') and pre-incubation spaces (to help emerging talent take their innovative ideas to realisation).</p>			

Page 46

**Record of Approval**

<b>WECA S151 Officer</b>		<b>Joint Committee</b>	
<b>Name</b>	Malcom Coe	<b>Date of Meeting</b>	14 June 2019
<b>Date</b>	3 June 2019	<b>Decision</b>	
<b>Signature</b>			

## Appendix 6 - Business Case Assessment Summary Table

Scheme Details		Appraisal Summary		Recommendation/ Conditions	
<b>Project Name</b>	Keynsham High Street	<b>Strategic Case</b>	<p>The project supports the West of England Joint Spatial Plan aims to promote places of density and scale with a range of facilities and the growth of existing employment centres.</p> <p>The project also aligns with the draft Joint Local transport Plan objectives in particular to create better places where streetscape, public spaces and urban environments are enhanced, and supporting sustainable and inclusive economic growth.</p> <p>In addition, the project will deliver on the established B&amp;NES Public Realm and Movement Strategy aims to Rebalance, Refashion, Reveal and Reanimate.</p> <p>The project cuts across many areas of policy and strategy and the investment should assist in supporting the wider objectives for growth in the West of England.</p>	<b>Funding Source(s)</b>	Local Growth Fund
<b>Scheme Promoter</b>	Bath and North East Somerset Council	<b>State Aid</b>	The project provides open access public infrastructure.	<b>Approval Requested</b>	Full Business Case Approval

<b>Date of Submission</b>	12/3/19	<b>Economic Case and Value for Money</b>	<p>The business case draws on evidence that public realm can provide economic benefit, including a number of examples where footfall has increased significantly.</p> <p>In addition, it is anticipated the scheme will increase demand for floorspace, leading to conversion of upper floors from retail warehouse/storage space to more productive uses such as offices. The increased demand for office-type floorspaces in Keynsham is predicated on property market evidence reported in the Core Strategy &amp; Placemaking Plan.</p> <p>The economic case forecasts 109 net additional jobs in retail and office/business sectors as a result of these factors and £26.6m in net GVA uplift. The cost per net job is some £12,935 and the BCR 20:1.</p> <p>A letter has been provided by the B&amp;NES s151 officer which confirms the project represents good value for money.</p>	<b>Grant Award</b>	£1.5m LGF
<b>Funding Requested</b>	£1.5m				
<b>Total Scheme Cost</b>	£1.581m (Construction £703k, Internal Costs £441k, Preliminaries £105k, Utilities £141k, Other £191k)	<b>Risk</b>	<p>A detailed risk register has been provided.</p> <p>A Quantified Risk Assessment has been undertaken which yields a risk allowance of £137k at a P(80) level. This represent 9% of scheme cost. A further £37k is included as contingency.</p>	<b>Grant Recipient</b>	Bath and North East Somerset Council
<b>Match Funding %</b>	5%	<b>Delivery</b>	<p>It is reported that the scheme has reached developed design equivalent to RIBA stage 3.</p> <p>No land acquisition is required to deliver the scheme as the works sit within the extent of the highway or on land owned by the Council.</p> <p>The proposed drawdown of LGF funding is £544k in 19/20 and £956k in 201/21 with completion expected in October 2020.</p>	<b>Payment Basis</b>	LGF - quarterly in arrears on defrayed expenditure

<b>Scheme Description</b>	<b>Recommendation to Joint Committee</b>	Approval
<p>Bath and North East Somerset Council is seeking to deliver public realm improvements and enhance the accessibility of Keynsham High Street by alternative modes, in order to revitalise the town centre. The project is expected to stem the reported decline in footfall, business turnover and employment in the High Street, but also enhance the High Street's economic contribution to the local economy.</p> <p>The public realm improvements seek to increase both the attractiveness and accessibility of the High Street through:</p> <ul style="list-style-type: none"> <li>• Enhancing the quality of the built environment via upgrading footway materials.</li> <li>• Coordinating provision of street furniture including benches, signage and wayfinding.</li> <li>• Improving perceptions of safety and security through lighting provision.</li> <li>• Increasing accessibility all residents through provision of pedestrian, cycle and bus friendly infrastructure.</li> <li>• Rationalising parking and delivery arrangements, whilst retaining and enhancing disabled parking provision.</li> </ul>	<b>Conditions of Approval</b>	None

**Record of Approval**

<b>WECA S151 Officer</b>		<b>Joint Committee</b>	
<b>Name</b>	Malcom Coe	<b>Date of Meeting</b>	14 June 2019
<b>Date</b>	3 June 2019	<b>Decision</b>	
<b>Signature</b>			

## Appendix 7 - Business Case Assessment Summary Table

Scheme Details		Appraisal Summary		Recommendation/ Conditions	
<b>Project Name</b>	<b>Urban Multi Wireless Broadband and IoT Testing for Local Authority and Industrial Applications (Umbrella)</b>	<b>Strategic Case</b>	<p>The project aims to be a flagship to strengthen West of England's position as an innovator in technology and strengthen a growing reputation for digital innovation in particular initiatives such as Bristol is Open and 5G Smart Tourism.</p> <p>The Umbrella network will be an open network allowing collaboration in a real-life testbed which is not available elsewhere.</p> <p>The project will enable collaboration within and beyond the region on matters of national significance such as Big Data, remote robotics, smart travel and automated vehicles, commercial digital transformation, cyber security and health technology.</p>	<b>Funding Source(s)</b>	Local Growth Fund
<b>Scheme Promoter</b>	South Gloucestershire Council	<b>State Aid</b>	The State Aid position remains to be finalised and confirmation will be required before issue of any grant offer letter.	<b>Approval Requested</b>	Full Business Case Approval

<b>Date of Submission</b>	21/3/19	<b>Economic Case and Value for Money</b>	<p>The project is forecast to create 252 net additional assuming the network operates and attracts research projects over 10 years. It may be prudent to assume a figure of 156 net additional jobs which are more directly evidenced and related to this investment. These jobs deliver £14.5m of GVA (or £8.9m on the lower job total).</p> <p>A cost per net additional job of £19.1k (discounted) is reported based upon the 252 net additional jobs (equating to £30.8k per job on the 156).</p>	<b>Grant Award</b>	£3.6m LGF
<b>Funding Requested</b>	£3.6m (profiled over 19/20 and 20/21)		<p>A letter has been provided by the SGC s151 officer which confirms the project has the potential to offer good value for money in delivering economic growth, driving innovation and development of talent and skills benefits.</p>		
<b>Total Scheme Cost</b>	£4.885m (Project Management £404k; Design £1.165m; Equipment and Installation £1.05m; Fibre Build £664k, Research Projects £405k, In Kind Contributions £1.295m)	<b>Risk</b>	<p>A risk register has been provided which identifies the top 10 risks. This should be further developed to reflect the specifics of the implementation and operation phase activities and locations as the project moves forward.</p> <p>There is no specific risk allowance in the costings although 1% is allowed for as contingency. A risk budget should be separately identified in the developed costings.</p> <p>Completion is programmed towards the end of LGF funding period in March 2021 by which time all grant would need to be expended.</p>	<b>Grant Recipient</b>	South Gloucestershire Council
<b>Match Funding %</b>	26%	<b>Delivery</b>	<p>It is reported that no land or consents are required to deliver the project.</p> <p>Toshiba Research Europe Limited (TREL) have recently been engaged to assist the Council with the design, procurement and implementation of the Umbrella network.</p>	<b>Payment Basis</b>	LGF - quarterly in arrears on defrayed expenditure

			<p>The project funding includes £1.295m of confirmed in-kind contributions from TREL.</p> <p>The business case identifies a set of high level key milestones, but the supply of a detailed programme would give confidence in the achievement of these milestones and of timely grant spend.</p>		
<b>Scheme Description</b>				<b>Recommendation to Joint Committee</b>	Approval subject to conditions
<p>Umbrella seeks to create a Centre of Excellence for 'open' research and innovation into future Industrial Internet of Things (IIOT) linking key academic, research and economic locations. The project has three phases:</p> <ol style="list-style-type: none"> <li>1) The design and build phase of a digital network which will connect the University of the West of England with the Bristol &amp; Bath Science Park. The completion of ducting, fibre and wireless connections will provide an Industrial Internet of Things (IIOT) innovation research and development test network joining together these Enterprise Areas.</li> <li>2) The delivery of a series of research and development projects on the network identified through close working with partners.</li> <li>3) Providing longevity for the project to enable it to become self-sustaining within 2-3 years with the expansion of the pilot use cases operating on the testbed.</li> </ol>				<b>Conditions of Approval</b>	<ol style="list-style-type: none"> <li>1) Confirmation of the State Aid position.</li> <li>2) Supply of a detailed specification and cost plan.</li> <li>3) Supply of a detailed programme.</li> </ol>

**Record of Approval**

<b>WECA S151 Officer</b>		<b>Joint Committee</b>	
<b>Name</b>	Malcom Coe	<b>Date of Meeting</b>	14 June 2019
<b>Date</b>	3 June 2019	<b>Decision</b>	
<b>Signature</b>			

## Appendix 8 - Business Case Assessment Summary Table

Scheme Details		Appraisal Summary		Recommendation/ Conditions	
<b>Project Name</b>	<b>Cribbs Patchway MetroBus Extension (CPME)</b>	<b>Strategic Case</b>	<p>CPME will be improve access to a number of existing and future employment sites including Rolls Royce, Horizon 38, Filton Enterprise Area and Cribbs Causeway.</p> <p>The project will also improve access for existing and planned residential developments in Stoke Gifford, Little Stoke and the Cribbs Patchway New Neighbourhood (CPNN).</p> <p>The project aligns with West of England Strategic Economic Plan, emerging Joint Local Transport Plan, South Gloucestershire Core Strategy and the objectives of the Economic Development Fund to enable growth in the Enterprise Area.</p> <p>South Gloucestershire Core Strategy, Policy CS26 (CPNN development) requires the implementation of Policy CS7 which includes the CPME scheme.</p> <p>The scheme presents a strong strategic case.</p>	<b>Funding Source(s)</b>	Economic Development Fund and Investment Fund
<b>Scheme Promoter</b>	South Gloucestershire Council	<b>State Aid</b>	The project will provide open access public infrastructure and will not favour a particular economic undertaking.	<b>Approval Requested</b>	Final Approval Business Case

<b>Date of Submission</b>	12/3/19	<b>Economic Case and Value for Money</b>	A letter has been provided by the SGC s151 officer which approval of the business case and that the project represents good value for money in the use of public resources.	<b>Grant Award</b>	£35m EDF and £21.9m Investment Fund
<b>Funding Requested</b>	£56.851m		The scheme presents a core Benefit to Cost Ratio of 2.53 which represents 'high' value for money.		
<b>Total Scheme Cost</b>	£56.9m (Project Management £3.82m; Land £2.91m; Gipsy Patch Lane Bridge £26.73m; Design and Construction £11.84m; Risk £6.88m; Other £4.67m)	<b>Risk</b>	A detailed risk register has been provided.  A Quantified Risk Assessment has been undertaken which yields a risk allowance of £6.878m at a P(80) level excluding Network Rail risk allowance. This represent 12% of scheme cost.	<b>Grant Recipient</b>	South Gloucestershire Council
<b>Match Funding %</b>	0%	<b>Delivery</b>	The scheme has secured land needed for a bus stop on Gipsy Patch Lane and a site for a construction compound. Negotiations to secure the other third party land required for the scheme are reported as progressing well and are at an advanced stage.  The Compulsory Purchase Order and Side Road Order to support the negotiation process for the land required for the railway bridge replacement was advertised in March 2019.  The procurement process is well progressed with Network Rail delivering the Gipsy Patch Lane Railway Bridge and SGC Streetcare the other highway works along the route. The infrastructure within	<b>Payment Basis</b>	EDF – capital and interest every 6 months based upon staged payments.  Investment Fund - quarterly in arrears on defrayed expenditure

			<p>the CPNN and Horizon 38 developments is being provided by the developer under their planning agreement</p> <p>The proposed drawdown of EDF funding is over the period 19/20-20/21 in annual payments which fits within the EDF allocations for this scheme and agreed approach to dealing with staged payments. The drawdown of the Investment Find is over the period 19/20-22/23.</p> <p>Construction start is planned in July 2019 with completion expected in April 2022.</p>		
<b>Scheme Description</b>				<b>Recommendation to Joint Committee</b>	Approval subject to conditions
<p>CPME is an extension to the West of England’s metrobus network. It will link Bristol Parkway Station and The Mall Bus Station via the Cribbs Patchway New Neighbourhood (CPNN) re-development site at the former Filton Airfield, the Horizon 38 development site, Gipsy Patch Lane and Hatchet Road.</p> <p>The scheme includes the replacement of the existing railway bridge on Gipsy Patch Lane with a new wider bridge to relieve the existing pinch point, the extension and signalisation of the San Andreas roundabout to allow the construction of a new bus only arm to link to the CPNN, and bus lanes on Gipsy Patch Lane. Metrobus stops and walking/cycling infrastructure are also included.</p>				<b>Conditions of Approval</b>	<p>a) Supply of a detailed elemental cost breakdown for the highway works</p> <p>b) Securing all necessary land</p>

Page 55

**Record of Approval**

<b>WECA S151 Officer</b>		<b>Joint Committee</b>	
<b>Name</b>	Malcom Coe	<b>Date of Meeting</b>	14 June 2019
<b>Date</b>	3 June 2019		
<b>Signature</b>		<b>Decision</b>	

## Cribbs Patchway MetroBus Extension - Value for Money Statement

### Summary of Scheme Impacts (2010 prices, discounted for 60 years)

Criteria	Commentary
Value for Money	The scheme offers high value for money
NPV	£64.5m
Core BCR	2.5 (high)
Summary of the benefits and costs	
Scheme Benefits & Disbenefits	<ul style="list-style-type: none"> <li>• £26.4m benefits to bus users;</li> <li>• £16.8m benefits to rail &amp; bus/rail users;</li> <li>• £10.4m benefits to highway users;</li> <li>• £25.5m benefits for improved journey quality/facilities;</li> <li>• £13.3m benefits for improved health/reduced absenteeism;</li> </ul>
Scheme Costs	<ul style="list-style-type: none"> <li>• £0.8m benefits for improved greenhouse gas emissions;</li> <li>• £2.3m of disbenefits from 9 month closure of Gipsy Patch Lane;</li> <li>• £23.4m of benefits from “permanent” alteration to Filton Avenue North</li> <li>• £40.8m of scheme build costs</li> <li>• £1.5m of scheme renewal costs (I-points and Shelters every 10 years)</li> </ul>
Significant non-monetised impacts	<p>Noise – but was considered during the scheme transport appraisal;</p> <p>Farebox revenue and service operating cost: The report indicates that that farebox revenue could exceed service operating cost. As detailed discussions with potential operators has not been completed yet, and to adopt a conservative approach these potential scheme benefits have not been included in the analysis.</p>
Key risks, sensitivities and uncertainties underlying the appraisal	<p>Delivery profile of the CPNN development</p> <p>Provision of CPME service by public transport operator, response of competing services to the new service</p>
Significant social or distributional impacts	<p>Physical activity benefits due to increased walking and cycling.</p> <p>Security and journey quality benefits due to measures including improved stops, CCTV, passenger information and crossing facilities.</p> <p>Accessibility net benefits due to improved bus services.</p> <p>Based on a high level assessment of distributional impacts, a range of income groups benefit from the scheme. The scheme benefits areas with a high concentration of children, and low concentrations of elderly residents and residents with a disability.</p>

## Appendix 9 - Business Case Assessment Summary Table

Scheme Details		Appraisal Summary		Recommendation/ Conditions	
<b>Project Name</b>	<b>MetroWest Phase 2</b>	<b>Strategic Case</b>	<p>MetroWest Phase 2 is part of a wider transport offering to accommodate planned and committed business and residential growth throughout the region and will support delivery of the Joint Spatial Plan.</p> <p>The MetroWest Programme is being developed in collaboration with the rail industry and will build on and complement the investment being made by Network Rail (NR), such as the already completed Filton Bank 4-tracking and Bristol area re-signalling projects.</p> <p>The project aligns with the aims of the emerging Joint Local Transport Plan, South Gloucestershire Council Local Plan Core Strategy (2013) and Bristol City Council Core Strategy (2011) and other local strategies.</p> <p>It is forecast that the scheme could add a net total of almost 350,000 new rail journeys to the network in 2021 and would bring an additional 50,000+ people within the immediate catchment of the rail network.</p>	<b>Funding Source(s)</b>	Economic Development Fund and Investment Fund
<b>Scheme Promoter</b>	B&NES, BCC, SGC, NSC and WECA	<b>State Aid</b>	The project will deliver improvements to the rail network which will not favour any particular economic undertaking. It is noted that access to Henbury station will either be provided at a level purely to serve the station site or SGC will seek to reclaim costs from the developer for providing a full access arrangement that accommodates the wider development	<b>Approval Requested</b>	Outline Business Case Approval

## ITEM 13

<b>Date of Submission</b>	5/4/19	<b>Economic Case and Value for Money</b>	A letter has been provided by the SGC s151 officer which approval of the business case and that the project represents good value for money in the use of public resources.	<b>Funding Allocation</b>	Capital: £36.5m EDF and £5.125m Investment Fund (above £3.2m LGF for development phase)
<b>Funding Requested</b>	£40.902m Capital and £5.938m Revenue		The scheme presents a Benefit to Cost Ratio of 1.884 whilst the expectation is for a BCR of at least 2. It is noted that there are a number of options to improve the BCR by FBC stage and that, from sensitivity test information presented, at need descopeing could provide a BCR which meets the threshold.		<b>Funding award</b>
<b>Total Scheme Cost</b>	Capital £48.225m (NR Construction Costs £25.1m; Land £1.3m; Project Management/ Consultants £2.0m; Risk & Inflation £15.5m; Other £4.4m)	<b>Risk</b>	A detailed risk register has been provided.  A Quantified Risk Assessment has been undertaken which presents a risk allowance of £11.197m at a P(80) level (25% of capital costs post OBC).	<b>Grant Recipient</b>	South Gloucestershire Council
<b>Match Funding %</b>	9% of Capital Cost (£1.823m BCC/SGC, £2.3m s106)	<b>Delivery</b>	Submission of planning applications is programmed for summer 2019 on the basis that: 1) Ashley Down station is to be constructed on the site of the previous station and as such NR have permitted development rights. 2) As new stations North Filton and Henbury will require full planning applications.	<b>Payment Basis</b>	EDF - capital and interest every 6 months  Investment Fund - quarterly in arrears on defrayed expenditure

		<p>Third party land is required which will be secured by negotiation or CPO at need.</p> <p>Track-side construction will be led by Network Rail and delivered through a Design and Build contract. The delivery of non-trackside works will be station specific with works being undertaken by Network Rail, local developers and separate contracts.</p>		
<b>Scheme Description</b>			<b>Recommendation to Joint Committee</b>	Approval
<p>The MetroWest Phase 2 project includes delivery of infrastructure and passenger train operations to provide:</p> <ul style="list-style-type: none"> <li>• A half hourly service for Yate local station on the Bristol Parkway to Gloucester line, through the provision of an additional service between Bristol Parkway and Yate.</li> <li>• An hourly service for a reopened Henbury Line with new stations at Henbury and North Filton. A new station will also be constructed at Ashley Down, on the existing Filton Bank (between Filton Abbey Wood and Stapleton Road).</li> </ul>			<b>Conditions of Approval</b>	<p>Note the need to enhance the BCR to at least 2 by FBC stage.</p> <p>Updated economic case to be produced prior to FBC submission, with timing to be confirmed.</p>

**Record of Approval**

<b>WECA S151 Officer</b>		<b>Joint Committee</b>	
<b>Name</b>	Malcom Coe	<b>Date of Meeting</b>	14 June 2019
<b>Date</b>	3 June 2019	<b>Decision</b>	
<b>Signature</b>			

## MetroWest Phase 2 - Value for Money Statement

Criteria	Description
Value for Money/Value for Money when wider impacts are included	Low/Medium
NPV/NPV when wider impacts are included	£14.12million / £65.87 million
Initial BCR	1.19
Adjusted BCR (With Wider Impacts)	1.88
Summary of the benefits and costs	<p>Rail transport user benefits (around 72% of the total benefits excluding wider impacts)</p> <p>Highway transport user benefits (25% of total excluding benefits excluding wider impacts)</p> <p>Wider Economic Impacts £27.2 million</p> <p>Option Values £24.6m</p> <p>Operating costs are much more significant than capital costs in the economic case (75% operating cost versus 25% capital cost).</p>
Significant non-monetised impacts	<p>No significant non-monetised impacts. The most significant non-monetised impact is a moderate beneficial impact on journey quality. Other impacts are either slight beneficial (physical activity, access to services), slight adverse (historic environment, biodiversity, severance) or neutral.</p>
Key risks, sensitivities and uncertainties underlying the appraisal	<p>Operating cost assumptions - potential scope for greater synergies with existing services to reduce staffing and maintenance costs</p> <p>Rail demand forecasts, in particular future year growth in demand at new and existing stations</p> <p>Future year fare assumptions</p>
Significant social distributional impacts	<p>Analysis indicates that scheme impacts are generally evenly distributed across user groups, with the exception of Noise, where there is a potential slightly higher impact for Children and Younger people.</p>

## WEST OF ENGLAND JOINT COMMITTEE

14 JUNE 2019

### REPORT SUMMARY SHEET

#### 2018/19 BUSINESS PLAN ANNUAL REPORT

#### Purpose

To provide the annual assessment of the delivery of the Combined Authority's Business Plan for 2018/19.

#### Summary

This report includes the following key information:

\* A summary of key projects and activities delivered during 2018/19 that support our objectives of

- Driving inclusive growth
- Supporting the region's businesses to grow
- Fostering innovation
- Investing in infrastructure

\* A detailed section that reports back on each of the activities included in the 2018/19 business plan.

\* Details of the Local Enterprise Partnership (LEP) delivery plan focused on specific metrics for LEP-funded activity including Local Growth Fund, Growth Hub, Invest in Bristol & Bath

\* An update on the development of our equality and diversity framework.

\* A summary of the risks associated with delivery of the business plan, and their mitigations.

#### Recommendations

Members of the committee are asked to note the report

**Contact officer:** Lynda Bird

**Position:** Head of Performance, Planning & Projects

**Email:** [lynda.bird@westofengland-ca.gov.uk](mailto:lynda.bird@westofengland-ca.gov.uk)

**REPORT TO: WEST OF ENGLAND JOINT COMMITTEE**  
**DATE: 14 JUNE 2019**  
**REPORT TITLE: 2018/19 BUSINESS PLAN ANNUAL REPORT**  
**DIRECTOR: JESSICA LEE, HEAD OF STRATEGY & POLICY**  
**AUTHOR: LYNDA BIRD, HEAD OF PERFORMANCE, PLANNING & PROJECTS**

#### **Purpose of Report**

- 1 To provide the annual assessment of the delivery of the Combined Authority's Business Plan for 2018/19

#### **Recommendation**

- To note the report.

#### **Background / Issues for Consideration**

- 2 The West of England Combined Authority Business Plan covers activity during each financial year to support WECA and the Local Enterprise Partnership.
  - 2.1 The Business Plan covering activity in the financial year 2018/19 was agreed by WECA and the Joint Committee on 1<sup>st</sup> June 2018. The plan supports delivery of the operating framework and sets out the key deliverables during 18/19 for skills, business support and infrastructure, as well as enabling corporate activities.
  - 2.2 Regular reporting on progress in delivering against the business plan is a key element of WECA's overall performance management and reporting framework. Regular reports on progress against delivery of the business plan have been brought to WECA
  - 2.3 Government have also requested a LEP Delivery Plan, to provide a forward and backward look of LEP-funded activities including Local Growth Fund, Growth Hub, Invest in Bristol & Bath and Careers Enterprise Company.
  - 2.4 The LEP delivery plan references relevant indicators for LEP-funded activities including businesses supported, jobs created, funding provided and leveraged.
  - 2.5 The business plan for 2019/20 was agreed by WECA and Joint Committee on 1<sup>st</sup> February 2019. The report in Appendix One provides an annual assessment on progress in delivering the business plan for 2018/19. This includes:

- An overview of delivery in 2018/19, with a description of key projects and activities
- A detailed commentary on each item in the 2018/19 business plan
- Specific information requested for the LEP delivery plan

### **Consultation**

- 3 A draft report has been shared with West of England Chief Executives.
- 3.1 A draft of the LEP Delivery Plan has been shared with the West of England Local Enterprise Partnership Board.

### **Other Options Considered**

- 4 None

### **Risk Management/Assessment**

- 5 WECA's Risk Management Framework was discussed by Audit Committee in November 2018 and has been formally adopted. The key risks to delivery of the business plan are highlighted in the Corporate Risk Register and are provided as Appendix Two to this report.

### **Public Sector Equality Duties**

- 6 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.
- 6.1 The Act explains that having due regard for advancing equality involves:
- Removing or minimising 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.
- 6.2 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.
- 6.3 Work has been underway to develop an equality and diversity framework for WECA. Advisory Board input will be sought before this is finalised.

**Finance Implications, including economic impact assessment where appropriate:**

- 7 Activities within the 2018/19 business plan were aligned with the budget and the out-turn will be reported back to. There are no additional financial implications arising from this report.

Advice given by: Malcolm Coe, Director of Investment and Corporate Services

**Legal Implications:**

- 8 The business plan provides a framework for WECA to implement devolved decision making. Consultation and consideration of relevant statutory duties has been undertaken as appropriate through the decision making process

Advice given by: Shahzia Daya, Director of Legal Services

**Land/property implications**

- 9 None arising from this report. The impact of individual schemes is assessed through existing planning processes

Advice given by: David Carter, Director of Infrastructure

**Human Resources Implications:**

- 10 Activities within the 2018/19 business plan were supported through existing resources as identified in the 2018/19 budget. There are no HR implications arising from this report.

Advice given by: Alex Holly, Head of Human Resources

**Appendices:**

Appendix 1 – Annual Report on Business Plan

Appendix 2 – Corporate Risk Register

**Background papers:**

[WECA Business Plan 2018/19](#)

[WECA Risk Management Framework November 2018](#)

**West of England Combined Authority Contact:**

Any person seeking background information relating to this item should seek the assistance of the contact officer for the meeting who is Ian Hird / Tim Milgate on 0117 332 1486; or by writing to West of England Combined Authority, 3 Rivergate, Temple Way, Bristol BS1 6ER; email: [democratic.services@westofengland-ca.gov.uk](mailto:democratic.services@westofengland-ca.gov.uk)

# ANNUAL REPORT 2018-19



# FOREWORDS



**The West of England is one of the country's biggest economic success stories, but, like many regions, we also face challenges as we grow. The Local Enterprise Partnership plays a key role in representing the interests of business and universities, ensuring that we work together with the public sector, as we address these challenges.**

The richness and diversity of our business community in the West of England is one of our great strengths. With well-established links to our universities, the West of England has a strong track record in translating academic research into real-world applications. From cutting-edge innovations in advanced engineering to world-class creative media, we are building fast growing companies and high value jobs. Our continued focus on skills and talent through initiatives such as Workforce for the Future and Women into Digital Jobs Employment and Training, will ensure that our economic growth works for all.

Devolution has given us a great opportunity to work more closely with government and we welcome the opportunity to work with them on our Local Industrial Strategy. Our emerging strategy focusses on harnessing our region's innovation to tackle some of the grand challenges we face.

As we look to the future, there will be funding challenges ahead, but the West of England has strong foundations for continued success with our talented workforce, innovative business community and dynamic civic leadership.

**Steve West,  
Chair of West of England  
Local Enterprise Partnership**



**It's two years since the West of England Combined Authority was set up and I was elected as the first Regional Mayor. Since then, I have worked with our constituent councils, businesses and universities, and other partners across the region to address our shared challenges and make the most of the opportunities to drive growth and improve people's lives.**

As Regional Mayor, one of my key ambitions is to improve job opportunities, ensuring that everyone, regardless of their circumstances, can access support to develop workplace skills and fulfil their potential here in the West of England. We are supporting young people to get the best career opportunities through our Careers Hub; improving skills to help people succeed at work with Future Bright; supporting business to prosper via our Growth Hub and attracting new business investment through Invest Bristol & Bath.

Our transport plans focus on long-term, sustainable solutions and we're already investing in getting the region moving. We're improving the Severn Beach line, creating a 'turn up and go' service which takes you from South Gloucestershire to Bristol, Bath and beyond without having to change trains. This will connect more of our communities together. We're also opening new

train stations in Portishead, Henbury, Portway – with more in the pipeline.

We're pushing ahead on some big construction projects too; through our Local Growth Fund we have invested millions, including £32 million at Bath Quays, £64m at Avonmouth and £55m at Temple Quarter. Our region is also leading the way on advances in clean energy – we host the South West Energy Hub and are committing funding to low carbon innovation so that our growth is sustainable.

I also have ambitions for us to become a smart region. I'm incredibly proud that the first major trial of our 5G Smart Tourism project took place at the Roman Baths – with visitors trying out technology which immersed them in the site's rich history. This new technology is a game changer and will help improve the way we live, move around the region and so much more.

**Tim Bowles,  
West of England Mayor**

# DRIVING INCLUSIVE GROWTH

Our economically successful region is home to over 40,000 businesses and one of the highest skilled workforces in the country. We have many high-quality jobs and want to give locally grown talent every opportunity to secure employment in our region by improving skills and encouraging entrepreneurs.



## Adult Education Budget

This year, we have taken control of the region's Adult Education Budget, to help equip adults over 19 with the skills and qualifications needed for life, work, apprenticeships and further learning. This will enable us to target funding in the right way for our region, helping residents reach their potential and ensuring our businesses can find employees with the right skills.

Page 67

## Future Bright



During 2018/19, we started delivery of Future Bright – a £4m innovation pilot funded by the Department for Work and Pensions. The scheme has already supported over 700 people in work and on

benefits, to improve their job prospects, security and income.

**“The support I’ve received from my career coach has been huge. I finally feel like a role model for my son”**

**Katie**

**£4m** 

**skills innovation pilot scheme**

## Careers Hub

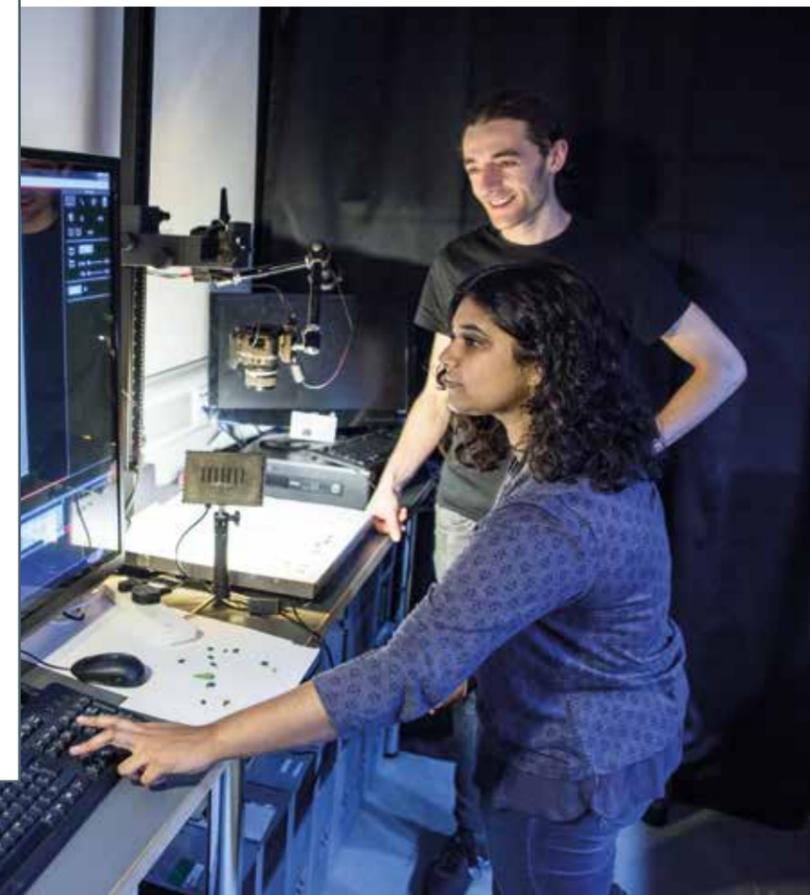
The new West of England Careers Hub is working with schools and colleges across the region to improve career opportunities for young

people. Our team of around 40 Enterprise Advisers works with schools and colleges, sharing their expertise to help improve careers

advice and work experience opportunities for young people.

## WIDJET

In March 2019, we secured £238,000 funding from the Department for Digital, Culture, Media & Sport for a new programme to support women into digital jobs, education and training (WIDJET). The programme launched in Spring 2019 with taster sessions and courses offered in skills including virtual reality, VFX design and software development. We are also planning new Digital Skills programmes for basic and advanced skills, opening up new employment opportunities for our residents.



## Workforce for the Future

In October, we established the new £8m Workforce for the Future fund to support local people facing barriers to employment and encourage more small businesses to invest in training and development. The fund will launch in Autumn 2019.

**£8m**

**to support workforce development**

## Skills West offers businesses:

- advice on new apprenticeship standards and funding, covering 90% of training costs
- help to identify skills and training needs
- advice on training and access to training providers
- guidance on how to attract and retain the best people
- advice on how to raise the profile of employment opportunities

It is a partnership between Business West, the Western Training Provider Network and local and national training providers, and is funded through the European Social Fund and Education & Skills Funding Agency and commissioned by West of England Local Enterprise Partnership.

# SUPPORTING THE REGION'S BUSINESSES TO GROW

We encourage entrepreneurs and support businesses of all sizes, helping small and medium-sized businesses to start, grow and flourish. We also encourage high value businesses to invest in our region. We are working to ensure that all businesses have access to the support, skills, new technologies and innovations which drive growth and productivity.



## Investing in employment space



We want to create more employment space that meets the needs of our fast-growing business base. We also want to ensure businesses have access to facilities with research and

innovation activities. This year work started on the new food and drink innovation centre, FoodWorksSW, at the heart of the Junction 21 Enterprise Area in North Somerset. Funded through the Local Growth Fund, it will provide a range of specialist facilities and technical support for food and drink manufacturers across the region.

**£45m**  
invested this year through the Local Growth Fund

## Growth Hub

Our West of England Growth Hub offers free and impartial support to small – medium sized businesses, linking them to the best providers to help them invest, export, innovate and grow.

This year, the Growth Hub hosted the region's first Scale-Up Summit, bringing together over 70 entrepreneurs with finance and business growth experts to harness the potential of our high growth businesses.

**5,634**  
businesses supported by Growth Hub since 2015



## Encouraging inward investment

Invest Bristol and Bath provides access to relocation support, research, property advice, skills and talent, networks and connections, for businesses looking to relocate to the region.

During 2018/19, Invest Bristol and Bath secured 37 new investments committing to create 1,165 new jobs, and led a successful bid for Channel 4 to locate its new Creative Hub in Bristol as part of the region's vibrant creative industry. Other recent successes include:

- Global IT consultancy delaware is creating up to 50 highly-skilled new jobs following the opening of its new UK client service delivery hub in Bristol in October 2018

- International industrial firm Bocard opened its new nuclear centre of excellence in Bristol in February 2019, creating 30 new jobs, in support of the Hinkley Point C Nuclear New Build team which will employ around 200 people

- International mechanical and electrical services specialist EnerMech will bring 100 jobs to the West of England over the next three years, following the opening of its initial base in Portishead.

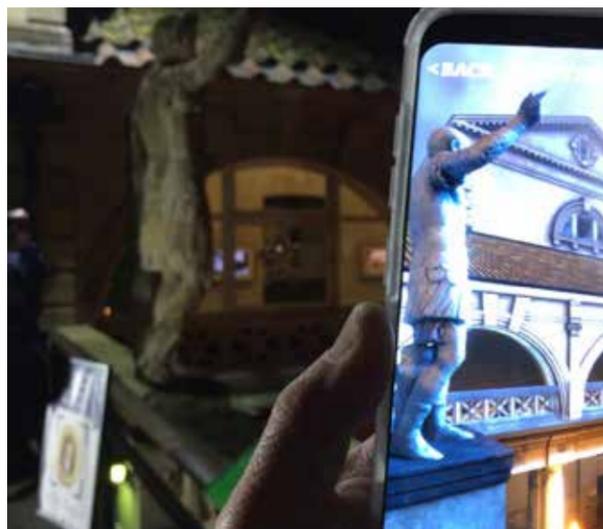
The team also led a delegation of over 20 regional partners to MIPIM – the world's largest real estate investment convention – to highlight key investment opportunities.

## Creative scale-up

In December 2018, the Department for Digital, Culture, Media and Sport announced that the West of England would receive £1.35m as part of its Creative Scale-Up Programme. The two-year programme will enable creative businesses in the region to grow by improving access to expert knowledge and experience as well as supporting businesses through training and advice on securing investment.

# FOSTERING INNOVATION

Home to the cities of Bristol and Bath, we host world-leading clusters in sectors such as aerospace and advanced engineering, financial and professional services, creative and digital. More recently, emerging businesses in areas such as robotics, artificial intelligence, driverless cars and 'Internet of Things' have put down roots here.



Page 69

## Local Growth Fund

Through the Local Growth Fund we are supporting a number of innovative projects that will drive forward the region's productivity and ensure businesses have access to facilities with research and innovation activities.

Since the beginning of 2018, more than £45 million has been invested in major schemes which have been completed or started in 2018 including £1.3 million to establish a Health Technology Hub at UWE to support a research and innovation centre and £5.7m to support the purchase of Bristol & Bath Science Park as a centre



of excellence for research and development across the region.

Our investment supports our clean growth ambitions through projects including £10m awarded to the Institute for Advanced Automotive Propulsion Systems –

a global centre of excellence, delivering innovation in low-emissions vehicles. We've also invested in the National Composites Centre, which is developing lightweight materials that have the potential to increase carbon efficiency.

## 5G smart tourism

In 2018/19, the region hosted an £8.2m 5G Smart Tourism project to provide valuable insights into how new technology could revolutionise the way we all live, work and move around the region.

Led by the West of England Combined Authority and part-funded by the Department for Digital, Culture, Media & Sport, it brought together 19 organisations and oversaw the creation of a testbed to demonstrate 5G capability, establishing the West of England as a world-leader in the development of advanced fixed and mobile communication systems.



**£8.2m**  
to fund 5G smart tourism initiative

## Local Industrial Strategy

We're one of the first regions in the country to be chosen to develop a Local Industrial Strategy.

Working with government this will set out how our region can achieve its ambition for clean

and inclusive economic growth. This is an opportunity to think long-term and create an innovative vision for the continued success of the West of England.

During 2018/19, we have gathered an evidence base for the Local Industrial Strategy and held a series of workshops with key businesses, community and voluntary sector organisations to develop the strategy.

Alongside the Local Industrial Strategy, we are developing an Employment and Skills Plan to ensure that by 2035 the West of England will be internationally recognised for its sustainable, inclusive and creative economy, providing a high quality of life, prosperity and opportunity for all its residents.



# INVESTING IN INFRASTRUCTURE

**We have ambitious plans to improve infrastructure for all our residents, including transport links and digital connections to unlock the region's full potential.**

We need a transport network that works for everyone, every day and for every journey. We've already allocated millions to kick-start improvements to our busiest transport routes – including rail, road, walking and cycling.

We are investing millions in our regional railway network, increasing services and building new train stations to connect more communities. We will create a sustainable and reliable bus network and offer safe, continuous and attractive walking and cycling routes across the region.

We know our region will keep growing. To meet the needs of the future we're exploring options for a transformational mass transit system linking our region together. We are also investing in our digital infrastructure to create high quality connectivity to enable businesses to improve productivity.



## High-quality new homes

The West of England is the first region in the UK to develop a joined-up planning approach to set out how the region will meet its housing and transport needs over the next 20 years. Our Joint Spatial Plan, led by the four councils of Bath and North East Somerset, Bristol, North Somerset and South Gloucestershire, was submitted to the Secretary of State in April

2018 and is subject to examination by planning inspectors during Summer 2019.

A pioneering new West of England Joint Assets Board has been set up to bring together senior leaders from the public sector to look at how we use public land more efficiently and make more land available for much-needed new homes and employment sites.

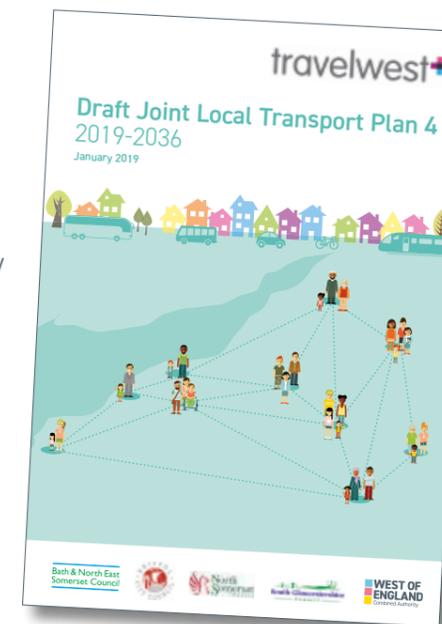
## Digital infrastructure

High quality, effective digital infrastructure with consistent connectivity and speed is key to enabling businesses across the region to improve their productivity and compete. It is also crucial to enabling our residents to access goods and services

and to work flexibly from locations across the region. The recent 5G Smart Tourism showcase demonstrated the application of 5G technology in the region and forms part of our ambitions to develop a Smart Region in the West of England.

## A Joint Local Transport Plan

We have developed a Joint Local Transport Plan (JLTP) which supports our transport aspirations across the region as well as the ambitions of the Joint Spatial Plan. During early 2019, an extensive public consultation on the transport plan, engaged with local residents through face-to-face events and online, resulting in nearly 4,000 consultation responses to inform the further development of the plan.



**4,000**  
consultation  
responses received

**£10m**  
to support high  
street regeneration

## Love our High Streets

In November 2018, the West of England Combined Authority agreed to establish a Love our High Streets fund of up to £10m to support high streets across the region. Pilot schemes in Midsomer

Norton, Bath city centre, Twerton, Bedminster and Kingswood will explore new ways of making high streets fit for the future, including increasing footfall, attracting new uses and improving local facilities.

**LOVE OUR HIGH STREETS**



## Clean, green growth

In the West of England, carbon emissions have reduced 30 per cent since 2005, through local renewable energy generation, insulating homes and reducing coal generation while our economy has grown by 30 per cent. This demonstrates that economic growth can go hand-in-hand with decarbonisation.

We know we all need to do more, and achieving clean growth is at the heart of our emerging Local Industrial Strategy. It will increase our productivity, boost earning power and help protect the climate and environment upon which we and future generations depend.

The West of England Combined Authority hosts the South West Energy Hub. This £3.5m project, funded by government, supports projects that reduce energy use and increase clean energy capacity. We're also working with smaller businesses, and in **May 2018** we will launch a £4.2m Low Carbon Challenge Fund to support micro, small and medium-sized business to adopt energy efficiency measures.



# OPERATING FRAMEWORK

Our operating framework sets out our priorities for clean and inclusive economic growth in the West of England.

## Our ambitions

The West of England is a place of growth and innovation, where economic, cultural and environmental diversity is celebrated and forms the foundation of prosperity for all.

We are investing in people and places – including jobs, skills, transport, homes, and digital connections – to ensure we are creating healthy communities where people want to live, work and visit.

We will achieve our ambitions by investing in three priority areas: infrastructure, skills and business.



# REPORTING BACK

## INFRASTRUCTURE FIT FOR THE FUTURE



### Better links to reduce congestion and connect people

Project	Detail	Progress so far
<b>Suburban rail and MetroWest</b>	Develop plan, with Department for Transport, Network Rail and Great Western Railway, to significantly increase rail usage, reducing congestion and improving air quality.	Department for Transport have announced funding to address the gap for MetroWest Phase 1. Both Phase 1 and 2 are progressing well, with Development Consent Orders and planning applications being submitted this summer. Demand study analysis, and associated review of regional facilities will report in May, supporting a 10 year suburban rail delivery plan.
<b>Bristol Temple Meads</b>	Continue to work with Network Rail, Bristol City Council, Homes England and the University of Bristol to produce a master plan for the redevelopment of Bristol Temple Meads station and surrounding Temple Quarter to create a new, improved gateway to the region.	Continue to work with key partners to develop Temple Quarter Masterplan, expected end of 2019.
<b>Roads</b>	Identify a new Key Route Network (KRN) to improve existing transport routes to support new homes and access to employment.	Key Route Network agreed by WECA committee November 2018. Work to develop operational requirements and Joint Transport Asset Management Plan underway.
<b>Roads</b>	Complete business cases looking at:	
	Bath & Somer Valley Enterprise Zone, A37 to A362 Improvements	Outline business case prepared. Anticipate Full Business Case submission in Summer 2020.
	Hengrove Housing Enabling Infrastructure	Full Business Case expected Autumn 2019.
	Unlocking Lockleaze Development	Full Business Case due Summer 2019.
	Hicks Gate Roundabout	Outline business case due Summer 2019.
	Cribbs/Patchway New Neighbourhood Cycling package	Full Business Submitted March 2019 for decision by WECA committee June 2019.

Project	Detail	Progress so far
	Great Stoke roundabout	Full Business Case expected Summer 2019.
<b>Roads</b>	Complete feasibility studies into: Temple Meads Masterplan	Continue to work with key partners to develop Temple Quarter Masterplan, expected end of 2019.
	South Bristol Orbital route	First stage feasibility study complete.
	East of Bath link	Ongoing work on regional strategic priorities as part of a North / South Corridor Study.
	A420 to Bath Highway Improvements (Freezing Hill Lane)	Outline business case being updated.
	Wraxall Road roundabout	Outline business case approved by WECA Committee February 2019 and Full Business Case in development.
<b>Bus strategy</b>	Identify activities to increase bus usage, and reduce use of cars. Interim report assessing performance of existing and potential supported services, setting out principles, objectives and funding options. Review existing network routes, frequencies, stops and interchanges, looking at potential changes and their impact. Report on future delivery options, including franchising and funding options Develop bus information strategy. Report identifying further smart and integrated ticketing opportunities. Engagement on the Strategy	Work on the bus strategy is underway.
<b>Cycling and walking routes (Local Cycling and Walking Infrastructure Plan)</b>	Promote active travel, developing a cycling and walking scheme as part of new Joint Local Transport Plan (JLTP).	Cycling and walking will be considered as part of all key infrastructure projects. Consultation on the Local Walking and Cycling Infrastructure Plan will take place late 2019.

Project	Detail	Progress so far
<b>Integrated Transport Authority functions</b>	As the responsible body, WECA will review and develop arrangements for the following: Bus information including real time information Concessionary travel Community transport Supported bus services (joint power with the constituent councils)	Scoping work for an initial phase of integration has begun and is expected to result in the transfer of core functions, creating a combined team, during 2019 with further transition of transport policy functions to follow.
<b>Transport to support Joint Spatial Plan</b>	Co-ordinate, commission and support business case development for transport schemes required to support the Joint Spatial Plan. This includes completing feasibility studies funded by WECA, incorporating the following: South East Bristol and Whitchurch A4-A37 orbital route (including Hicks Gate roundabout improvements) A37-Bristol Link A4 MetroBus (Bristol to Keynsham MetroBus) and Callington Road Link Orbital Metrobus Hicks Gate park and ride provision A4 Bristol – east Keynsham Avon Mill Lane to A4 link Keynsham rail station improvements Yate strategic corridor A432 MetroBus and strategic cycle route. A432 park and ride Yate station enhancements Winterbourne / Frampton Cottrell bypass A38 (J16, Almondsbury to Falfield) MetroBus and strategic cycle route to Thornbury (and Buckover), including A38 park and ride Charfield rail station M5 J14 improvements Park and rides around Bristol M32 park and ride A4018 park and ride A38(S) park and ride	Summaries of evidence have been produced to support the forthcoming Examination in Public for the Joint Spatial Plan.

Project	Detail	Progress so far
	Bristol urban living package: Walking and cycling package including strategic cycling routes Greater Bristol Bus Network 2 ** City centre movement	
<b>Joint Local Transport Plan</b>	Consult on, and complete, the Joint Local Transport Plan (JLTP). New programme of transport schemes to tackle existing and future transport issues, and support the Joint Spatial Plan. Bus strategy to increase passenger numbers. Ways of improving air quality and promoting active travel. Innovative approaches and new technology, e.g. driverless cars. Strategic Environmental Assessment to minimise the impact of the JLTP.	Consultation completed. Nearly 4,000 consultation responses received. Plan to be reviewed in light of consultation.
<b>Clean Air Zones</b>	Continue work with Bath & North East Somerset Council and Bristol City Council on emerging Clean Air Plans.	WECA will continue to support this work, noting responsibility for implementing Clean Air Zones sits with the councils.
<b>Sub National Transport Board</b>	Work with partners in the south west to establish a Sub National Transport Body/Board in shadow form based around existing West of England governance.	Working with partners in the wider region to put together an evidence base to support funding bids for nationally significant transport schemes.
<b>Highways England</b>	Agree a Memorandum of Understanding with Highways England to enable greater collaboration and maximise benefits to the travelling public.	Finalising agreements
<b>Network Rail</b>	Memorandum of Understanding to be signed with Network Rail to enable greater collaboration.	Finalising agreements



## Improve national and international connections

Project	Detail	Progress so far
<b>Bristol Airport expansion</b>	Complete BSWEL study including mass transit option for links to airport.	Work underway on Mass Transit proposal. Initial funding for strategic outline business case agreed by WECA committee February 2019. This will look at demand, scope and potential outputs and benefits. Connecting Bristol City Centre, South Bristol and the Airport is one of four key routes being explored.
<b>Mass transit</b>	Study into mass transit routes to serve South Bristol and the airport, A4 corridor to Bath, Bristol East Fringe and Bristol North Fringe. Consider options and next steps.	



## More affordable homes with a range of housing types

Project	Detail	Progress so far
<b>Delivering the Housing Package</b>	Develop joint working programme with Homes England, National Housing Federation and registered providers on new ways of delivering homes including affordable homes.	Strategic partnerships with Homes England and registered providers being established to deliver a programme of affordable housing. There are five Strategic Partnerships covering the West of England: LiveWest Sovereign; Stonewater Guinness; Places for People; Bromford; Curo. LiveWest Sovereign have committed to delivering 50% of their programme in the West of England which will bring over £50M of grant into the area and deliver over 1,000 affordable homes.
<b>Housing Infrastructure Fund</b>	Develop business case to secure full £250m for Bristol Temple Meads to Keynsham A4 corridor and A38-M5 corridor schemes.	£258M HIF bid submitted to Government in March 2019. Decision expected later in 2019.
<b>Delivery and infrastructure investment plan</b>	Prepare delivery and infrastructure investment plan with partners including MHCLG, Homes England, DfT, Network Rail, Highways England, Natural England, Environment Agency.  Establish project management and governance arrangements to develop the plan.	Scoping complete subject to review of pilot sections. Compilation of pilot sections underway, drawing on HIF bid corridor approach, JLTP scheme information and work on Local Plans and WECA's Investment Plan.

Project	Detail	Progress so far
	Agree brief and scope and procure any necessary specialist support. Business case development to target funding streams and investors.	
<b>Development industry panel</b>	Establish a WECA and Joint Committee Panel to look at a range of areas including quality and design of homes, and explore partnership approaches to delivery.	Proposal is for the Panel to be established with support of British Property Federation later this year.
<b>Innovation in building new homes</b>	Explore opportunities for innovative ways of delivering new homes, e.g. off-site manufacturing techniques.	This work will be taken forward by the Joint assets Board and One Public Estate programme which is looking at pilot sites and scaling up off-site manufacturing opportunities.
	Form joint partnerships with new investors, registered providers and Homes England.	Under the Homes England Strategic Partnerships Programme, registered providers have a greater role in land-led development with local authorities and other partners. This will help accelerate delivery and bring in innovative forms of development.
<b>Joint Assets Board</b>	Establish project management and governance arrangements to develop options for a Joint Assets Board.  Agreed approach implemented	Joint Assets Board has been established and terms of reference agreed. 'Work programme being developed to include delivering One Public Estate objectives.
<b>Joint Spatial Plan</b>	Submit to Secretary of State. Programme manage and support the Examination in Public.	The Joint Spatial Plan (JSP) was submitted to the Secretary of State on the 13th April 2018. Examination in public will take place Summer 2019. This is a four council project which is co-ordinated by WECA.
<b>Mayoral Spatial Plan</b>	Develop a Mayoral Spatial Plan  Agree scope and approach to development of Mayoral Spatial Plan  Agree approach to implementation of associated planning powers	This will be scoped following the outcome of the Joint Spatial Plan examination.

## 4

### Employment spaces to meet the needs of all businesses

Project	Detail	Progress so far
<b>Employment space</b>	<p>Develop portfolio of employment space that meets business demand, supporting growth aspirations set out in JSP and JLTP.</p> <p>Close working with unitary authorities, development industry and businesses to identify new opportunities for employment provision, including Enterprise Zones and Areas. To include opportunities for scale-up businesses.</p>	<p>The JSP evidence base has identified the strategic employment planning policy across the region. Our Local Industrial Strategy will reflect this strategic approach and seek to support its implementation.</p>

## 5

### World-leading digital connections across the region

Project	Detail	Progress so far
<b>Digital Strategy</b>	<p>Complete evidence base to support the development of a West of England Digital Strategy.</p> <p>Agree ambitions for regional digital connectivity and identify priority areas for action.</p>	<p>Study completed and will be used to inform Local Industrial Strategy</p> <p>The evidence published to support the Local Industrial Strategy in February 2019 included an initial assessment of digital infrastructure need within the West of England. We will use this to support our ambitions to become a smart region.</p>
	<p>Lead bid for Local Full Fibre Network Challenge Fund Wave 3.</p>	<p>Whilst this bid was unsuccessful, WECA will continue to prioritise activity and investment in digital infrastructure</p>
	<p>Lead bid for 5G Connected Cities funding.</p>	<p>Whilst this bid was unsuccessful, the 5G Smart Tourism project was successful and WECA will continue to prioritise activity and investment in digital infrastructure</p>

## WORLD CLASS SKILLS

## 1

### Improving skills and knowledge supply to meet existing and future demands

Project	Detail	Progress so far
<b>Future Bright</b>	<p>Deliver Future Bright, a project to improve the job prospects of 3000 people in low paid, low skilled employment and promote good employment practice in the region</p>	<p>Project continues to engage an increasing number of residents. Focus on quality rather than quantity given the complexity of barriers to improving job prospects and earnings. Marketing and communications campaign is driving increased numbers.</p>
<b>Partnerships</b>	<p>Build and maintain partnerships with national associations and Government, to attract funding</p> <p>Build on regional partnerships with universities, colleges, further education providers, multi-academy trusts and schools to help us better plan our education, employment and skills system – to benefit residents and employers.</p>	<p>Engagement continues around key projects – Careers Hub, Adult Education Budget and Future Bright with Department for Education and Department for Work and Pensions.</p> <p>Regional Employment and Skills Plan being developed with support of Skills Expert Group and to align with Local Industrial Strategy.</p>
<b>Sector skills development</b>	<p>Develop proposal to improve digital skills, working with Institute of Coding and other partners.</p> <p>Develop proposals for a local Digital Skills Partnership, working with Department for Digital, Culture Media and Sport.</p> <p>Work with Construction Industry Training Board on regional action plan to improve construction skills and availability of workforce.</p>	<p>Funding secured for Women Into Digital Jobs, Education and Training (WIDJET). Digital skills are a key focus of emerging Talent Institutes proposals.</p> <p>This work is being taken forward as part of the Regional Employment and Skills Plan</p> <p>WECA continues to build a strategic alliance with CITB with the prospect of new funding bids to support construction skills development.</p>
<b>Skills capital plan</b>	<p>Allocate remaining funds for skills from the Local Growth Fund</p> <p>Develop a long-term skills capital investment plan (aligned with post 16 plan).</p>	<p>All remaining funds allocated</p> <p>This work is being taken forward as part of the Regional Employment and Skills Plan</p>

Project	Detail	Progress so far
<b>Skills Innovation Fund</b>	Develop proposals for a Skills Innovation Fund to support innovative ways to improve skills, linked to key business need.	£8m fund in place, now known as Workforce for the Future. Programme details being developed with expected launch Autumn 2019.
<b>Apprenticeships and technical education</b>	Develop plan to increase numbers of apprentices in key sectors from all communities, particularly at higher levels (level 4 and above).	This work is being taken forward as part of the Regional Employment and Skills Plan
	Develop a regional proposal to maximise the potential of the apprenticeship levy.	This work is being taken forward as part of the Regional Employment and Skills Plan
	Develop co-ordinated approach to technical education reforms, including support for a regional Institute of Technology bid.	WECA will work with the new South West Institutes of Future Technologies (SWIFT) to ensure effective co-ordination across the region, maximising its value to businesses and residents.
	Develop new project to support apprenticeships, working with Careers and Enterprise Company.	Secured £220k to launch West of England Careers Hub with ambitious plans for expansion in 2019
	Work with Apprenticeship Ambassador Network including youth network, and Bristol Black and Ethnic Minority Apprenticeship pilot.	Project underway, led by Bristol City Council
	Complete Apprenticeship Grant for Employers project.	Remaining funds allocated to councils for allocation
<b>Adult Education Budget</b>	Develop implementation plan for AEB devolution for 19/20	Systems and processes for 19/20 transition year in place. Application process launched and final allocation to be agreed by WECA committee in June 2019.

## 2

### A joined-up education, employment and skills system that meets the region's business needs

Project	Detail	Progress so far
<b>West of England skills plan</b>	Develop a long-term plan for employment and skills, including a specific post 16 plan.	Regional Employment and Skills Plan currently in development, aligned with Local Industrial Strategy. Consultation on the plan will take place in June 2019 before being considered by Joint Committee in July 2019.
<b>Graduate retention</b>	Develop proposals to increase graduate retention, working with universities and business.	This work is being taken forward as part of the Regional Employment and Skills Plan

## 3

### A joined-up education, employment and skills system that meets the region's business needs

Project	Detail	Progress so far
<b>Careers initiative</b>	Review careers advice and guidance and develop proposals to improve this in our region, working closely with partners.	West of England Careers Hub launched 2018. Further activity will be taken forward as part of the Regional Employment and Skills Plan
<b>Labour market intelligence</b>	Work with business and other partners to identify future workforce needs to help inform local people's learning and career choices	Extensive evidence base developed and published as part of Local Industrial Strategy and will be taken forward as we develop the Regional Employment and Skills Plan.
<b>Careers Enterprise Company</b>	Host Enterprise Co-ordinators, working for Careers Enterprise Company. Develop regional proposal for a Careers Hub.	Secured £220K to launch West of England Careers Hub. Additional Enterprise Advisers recruited. Cornerstone employers secured to support activity. Ambitious plans to expand in 2019.

Project	Detail	Progress so far
<b>Work &amp; Health Programme</b>	<p>Work with Department for Work and Pensions and local providers to ensure local people can access support through the Work and Health Programme.</p> <p>Explore opportunities to develop closer links with health and wellbeing activities, working with key partners including councils and NHS.</p>	Engagement continues around key projects including Future Bright and opportunities for further partnership working will be explored as part of the Regional Employment and Skills Plan and Local Industrial Strategy.
<b>Overcoming barriers to employment</b>	<p>Develop proposals to support local people facing barriers to employment.</p> <p>Produce proposals to support those further from the labour market, and develop further bids to European Social Fund.</p>	<p>Future Bright continues to support local residents. £4.5M Skills Innovation Fund in place.</p> <p>Programme details being developed with expected launch Autumn 2019.</p>

## BUSINESSES THAT SUCCEED



### 1 Helping businesses to start-up, grow and flourish

Project	Detail	Progress so far
<b>Growth Hub</b>	Develop and implement improved ways of working for the Growth Hub.	The Growth Hub is expanding to deliver more services for small and medium sized business, including regular In Residence days and drop in clinics across the Region's Enterprise Zones and areas. Also organised first Regional scale-up summit, drawing together providers and businesses to raise awareness and broker support.
<b>Investment promotion</b>	<p>Work with current and new businesses to support job creation and economic growth in line with regional objectives.</p> <p>Promoting the region at a series of events, including trade fairs and expos.</p> <p>Promoting the region to potential investors.</p>	<p>Invest in Bristol and Bath has continued to build up a steady flow of investment interest throughout the year. Notable successes include Channel 4 Creative Hub, Boccard, Delaware and Latacore.</p> <p>We have successfully showcased the Region at a number of events including MIPIM, Farnborough, Los Angeles (aerospace), Paris (creative showcase linked to Channel 4. Continued work to stimulate investment demand and manage large scale enquiries.</p>
	Commission review of Invest Bristol and Bath.	Review complete, recommendations developed and approved by West of England Joint Committee. This is being taken forwards as part of wider Business and Skills Directorate business plan
<b>Supporting scale-up</b>	Develop options to provide suitable employment space for growing businesses.	Growth Hub held first 'Scale-up Summit' in March 2019. Opportunities for providing scale-up space are being considered as part of the Talent Institutes feasibility work.

Project	Detail	Progress so far
	Explore options for a business grant scheme to support scale-up companies, to complement ongoing Growth Hub activity.	Successfully secured £1.35m from Department for Digital, Culture Media and Sport to run a scale-up programme for the Creative Industries to be launched later this year.
	Develop and implement a business engagement programme for strategically-important businesses.	Growth Hub held first 'Scale-up Summit' in March 2019. Ongoing engagement through Growth Hub and Invest in Bristol and Bath.

## 2 Supporting businesses to make the most of export opportunities

Project	Detail	Progress so far
<b>Business support</b>	Ensure Growth Hub supports business seeking to export and grow.	As part of its role Growth Hub continues to signpost businesses looking to export and grow, linking them with existing provision (including Business West).
<b>Increasing export</b>	Investigate options to improve export/trade support activity.	We are also exploring ways to better align our export and inward investment activity, to maximise the value of our engagement with international markets.
<b>Overseas promotion</b>	Investigate opportunities to jointly promote export for business in the region.	We have successfully showcased the Region at a number of events including MIPIM, Farnborough, Los Angeles (aerospace), Paris (creative showcase linked to Channel 4). Continued work to stimulate investment demand and manage large scale enquiries.

## 3 Supporting an innovative economy

Project	Detail	Progress so far
<b>Enable investment and innovation</b>	Support the expansion of facilities that enable innovation and collaboration e.g., Science Park 2, National Composite Centre.	A number of high quality proposals received for Talent Institutes. These are being worked through and aligned with the emerging Local Industrial Strategy.

Project	Detail	Progress so far
	Encourage research and development and innovation to industrialise here through greater partnership with the universities.	Expression of interest for ERDF Innovation programme agreed by ESIF committee and invited to full bid. Project will support SME investment in innovation.
	Support sectors to develop proposals that will help drive growth in and into the region.	This is being progressed more generally as part of the Talent Institutes work. A number of funding bids to support SME innovation are also in development.
<b>5G Test Bed and Trial</b>	To deliver the Smart Tourism 5G test bed project	Successful pilot project completed involving a number of partners across the region. (See Story Page X)
<b>Energy strategy</b>	To develop and agree an Energy Strategy to set priorities for a resilient, low carbon and affordable local energy system.	Strategy agreed at Committee. Further work underway with the councils to develop implementation plan

## 4 Protecting and promoting our region's culture

Project	Detail	Progress so far
<b>Cultural Strategy</b>	Agree an approach to supporting cultural development in the West of England that will support economic growth and benefit everyone in the region	Evidence base completed. Further work will align with Local Industrial Strategy.

## CORPORATE SERVICES



## Support the organisation to deliver its business plan

Project	Detail	Progress so far
<b>Industrial Strategy</b>	Co-produce and agree a Local Industrial Strategy for the West of England, working with regional partners and Government. This will enable us to build on our region's strengths to deliver our ambition for clean and inclusive economic growth	Evidence base published February 2019. Engagement sessions continue to inform emerging Strategy with a target date for publication of Summer 2019.
<b>Business Plan</b>	Track progress and manage performance	Quarterly progress updates provided to WECA and Joint Committee and Monitoring & Evaluation Framework in place
<b>Committee Support</b>	Administer the West of England Combined Authority and Joint Committee meetings, Audit Committee, Scrutiny Committee and Advisory Boards	Democratic Services function in place to administer all committees and LEP Board
<b>LEP Board Support</b>	Administer the West of England Local Enterprise Partnership Board	Democratic Services function in place to administer all committees and LEP Board
<b>Regional Partnership Board</b>	Establish a Regional Partnership Board to provide a regular forum for public organisations responsible for the delivery of strategic infrastructure schemes in the West of England	Setting up first meeting of Capital Delivery Board
<b>Public Enquiries</b>	Manage all enquiries from the public, including Freedom of Information requests, complaints and subject access requests	Process in place supported by Democratic Services
<b>ICT and Workplace</b>	Ensure that technology and office space meets the ongoing requirements of the organisation.	Discussions underway with new ICT provider to deliver ICT and Transactional Support Services, anticipated solution to be in place by end 2019.
<b>Information and Records Management</b>	Ensure that information is managed appropriately and that key records are identified and retained in accordance with legislation	Appropriate systems and process in place

Project	Detail	Progress so far
<b>Risk Management</b>	Manage corporate risk framework to ensure that key risks are identified, mitigations agreed and activity monitored	Risk Management Framework in place
<b>Communications</b>	Communications and engagement activity to support the business plan	Ongoing activity.
<b>Human Resources</b>	Developing a workforce plan to ensure that WECA has the right resources and skills to deliver now and into the future	Workforce plan in development.
<b>Human Resources</b>	Build the organisation through successful recruitment to key posts	Key recruitment completed.
<b>Human Resources</b>	Develop a robust staff performance management framework linked to overall objectives, with supporting staff policies and procedures	Performance management process in place.
<b>Finance</b>	Effectively manage budgets and investment.	Regular reporting to committees throughout the year.
<b>Finance</b>	Continue to develop internal corporate governance processes	Annual Governance Statement published July 2018.
<b>Finance</b>	Incorporating new powers, funding streams and opportunities with appropriate financial governance arrangements.	Several new funding streams received during the year. Work underway to integrate management of funding streams to ensure consistency and strong governance

# LOCAL ENTERPRISE PARTNERSHIP DELIVERY PLAN

**The West of England Local Enterprise Partnership (LEP) is the voice of business and universities into the West of England Combined Authority.**

The Combined Authority and the LEP are working with Government to develop a Local Industrial Strategy to deliver on our region's ambition to be a driving force for clean and inclusive growth. This is an important opportunity for the West of England, and we are working with the business community

to ensure that the strategy reflects the views and priorities of businesses.

Through the LEP, we are funding projects that are benefiting businesses, schools, colleges, universities and residents across the region.

## Local Growth Fund

Through three competitive Growth Deal funding rounds, the West of England LEP secured a total of £202.1m from the government's

Local Growth Fund that is being invested in the West of England from 2015 – 2021. This funding will be matched by over £200m of

additional investment from local partners and the private sector, and together will create over 9,000 jobs. The fund is capital only.

Local Growth Fund	To date	2019/20	Total planned to 2020/21	Total planned by 2024/25
Jobs created	2,143	1,505	5,262	9,000
Funding	£131,800,000	£359,000,000	£202,100,000	£20,100,000
Private Sector Match Funding	£22,500,000	£6,400,000	£44,100,000	£44,100,000
Public Sector Match Funding	£104,200,000	£29,500,000	£204,300,000	£204,300,000
Total Match Funding	£126,700,000	£35,900,000	£248,400,000	£248,400,000
Homes enabled	0	273	273	1,578
New learner provision (m <sup>2</sup> )	19,661	11,713	31,374	31,374
New learners benefitting	2,711	2,752	7,306	9,356

## Growth Hub

The West of England Growth Hub helps businesses in Bath & North East Somerset, Bristol, North Somerset and South Gloucestershire to start, innovate, grow and thrive. It does this by encouraging businesses to support and collaborate with each other.

In addition to this, the Growth Hub team offer up to 12 hours free support either over the phone or face-to-face. Growth

Hub services are free to all businesses in the West of England.

To date, the Growth Hub has supported 797 businesses. The Growth Hub is hosted

by the West of England Combined Authority and Local Enterprise Partnership and is funded by the Department for Business, Energy and Industrial Strategy.

Growth Hub	To date	2019/20	Total planned by 2020
Grant Funding	£328,000	£328,000	£656,000
Public Sector Match Funding	£1,350,000		£1,350,000
Total Funding	£1,678,000	£328,000	£2,006,000

## Invest Bristol + Bath

Invest Bristol + Bath is the investment promotion agency for the Bristol and Bath region, part of the West of England Local Enterprise Partnership and supported by the region's four Local Authorities. We support foreign direct investment, UK national companies and those companies already in the region as they grow and expand, with hands on advice and intelligence.

Invest in Bristol and Bath	To date	2019/20	Total planned by 2020
Businesses supported	238	35	273
Jobs created	6,647	1,150	7,797
LEP Funding	£3,700,000	£1,300,000	£5,000,000
Total Match Funding	£0.0	£0.0	£0.0
Investment leads generated	671	180	851

## Careers Enterprise Company

The Careers Enterprise Company provides funding support for West of England Enterprise Adviser Network and the Careers Hub which are managed by the West of England Combined Authority and Local Enterprise Partnership.

The Enterprise Adviser Network is a team of around 40 business people who work with schools and colleges, sharing their expertise to help improve careers advice and

work experience opportunities for young people.

The Careers Hub works with 25 schools and colleges from across Bristol, Bath & North East Somerset, South Gloucestershire and North

Somerset. The schools and colleges are supported to improve careers opportunities and work experiences for young people, allowing them to make more informed choices about their careers.

Careers Enterprise Company	To Date	2019/20	Total planned by 2020
Grant Funding	£253,000	£193,000	£446,000
Public Sector Match Funding	£75,000	£23,000	£98,000
Total Funding	£328,000	£216,000	£544,000

### South West Energy Hub

The West of England Combined Authority is the host and accountable body for the South West Energy Hub which supports organisations across the wider South West of England to identify, develop and implement projects that reduce energy use and increase clean energy capacity. This could include:

- energy efficiency retrofit for homes, business and the public sector
- energy infrastructure for new development or improvements in construction standards
- renewable or low carbon heat and electricity generation

- distribution network improvements above standard investment processes including smart grids and storage
- heat networks and heat recovery

- energy supply or refuelling for low carbon vehicles.

The South West Energy Hub receives £1.03 million funding from Government over a 2-year period (2018-2020).

South West Energy Hub	To date	2019/20	Total planned by 2019/20
Funding	£1,000,000	£2,400,000	£3,400,000
Private Sector Match Funding			£3,000,000
Public Sector Match Funding			£3,000,000
Total Funding	£1,000,000	£2,400,000	£9,400,000

### Low Carbon Challenge Fund

The Low Carbon Challenge Fund (LCCF) will support the shift towards a low carbon economy. It is a £4.2m fund, with £2.1m European Regional Development Fund (ERDF) grant. LCCF is managed by the West of England Combined Authority (WECA), reporting to the Ministry of Housing, Communities & Local Government.

Low Carbon Challenge Fund	Total planned by 2022
Businesses supported	130
Grant Funding	£2,100,000
Private Sector Match Funding	£2,100,000
Total Funding	£4,200,000

### Workforce for the Future (formerly Skills Innovation Fund)

Workforce for the Future will improve skills to benefit residents and businesses across the region. It is a £4.5m fund, which will support a further bid for £4m from the European Social Fund to create an overall £8.5m pot, for activities to link small and medium-sized businesses with the

right talent, creating new employment opportunities for residents.

Workforce for the Future	Total planned by 2022
Businesses supported	400
Grant Funding	£4,500,000
Public Sector Match Funding	£4,000,000
Total Funding	£8,500,000

### Women Into Digital Jobs, Education and Training (WIDJET)

Women Into Digital Jobs, Education and Training (WIDJET) works with women across the region, providing digital skills and training from entry-level taster sessions through to high-level industry specified courses. Participants can take part in a range of skills courses, training or seminars designed

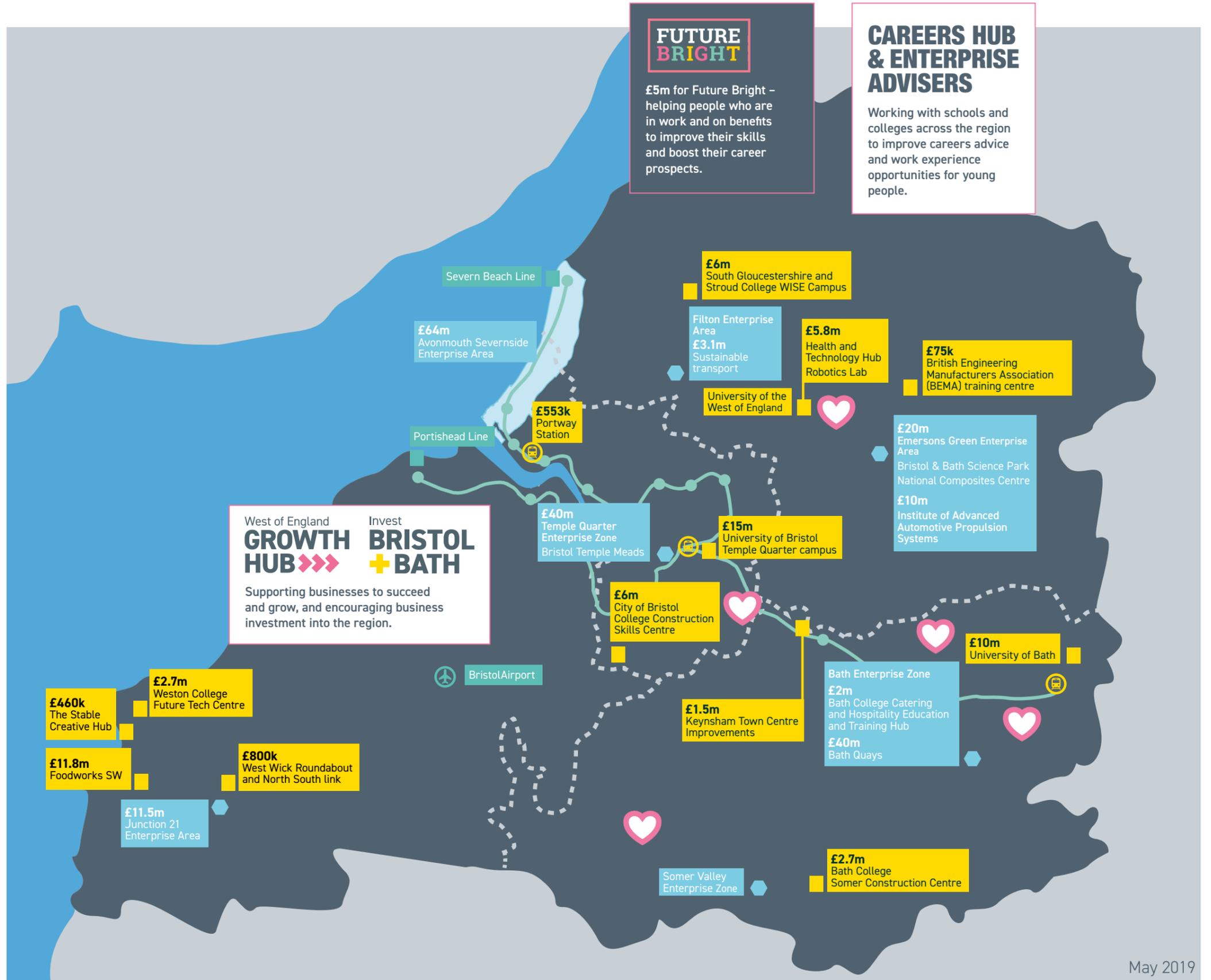
directly with business needs in mind, with the aim of them securing jobs in digital roles. The programme is

supported by £238,000 from the Department for Digital, Culture, Media & Sport (DCMS).

Women Into Digital Jobs, Education and Training*	To date	2019/20	Total planned by 2020
Grant Funding		£112,000	£112,000
Match Funding	£0.0	£238,000	£238,000

# INVESTMENT IN OUR REGION

This map is a snapshot of current projects with many more pending subject to business cases.



May 2019

This map is indicative and not to scale.

Funding for projects includes a mix of funds already awarded and proposed funding allocations, the detail of which is yet to be confirmed.



<b>WECA Corporate Risks May 2019</b>			
<b>Category</b>	<b>Risk Description</b>	<b>Risk Impact</b>	<b>Mitigation</b>
Financial	There is a risk that WECA is not able to optimise all funding available to deliver maximum benefit for the region. Potential risk of not being able to comply with the required conditions of specific funding streams.	The West of England is unable to realise the full benefits and opportunities of devolution.	Develop, and implement, an Investment Strategy that better links the allocation of funding to WECA priorities. Promote clearer accountability, flexibility and integration of all available funding streams including LGF, EDF, HIF, Transforming Cities and Investment Funding. Indicative 20-year financial allocations made within the February 2019 budget papers. Strengthening governance around funding approvals and draw-down.
Financial	Instability in the way that Government funds Combined Authorities could impact on the future sustainability of WECA. WECA capacity is currently resourced through short term funding streams - Mayoral Capacity Fund and Business Rates Retention pilot.	WECA will not be able to retain high calibre staff, balance its budget or deliver against its priorities	Discussions ongoing with HMRC and Treasury. The medium term financial plan will be updated with more detail included, as far as practicable, and forming part of the 2019/20 Budget Process. Drafting a regional response to the Government's Spending Review - majoring on the need for stability in capacity funding moving forward.
Financial	There is a risk that the criteria for accessing the shared prosperity fund will not be aligned with our Local Industrial Strategy	We will be unable to secure the funding required to deliver our Local Industrial Strategy	Engagement with BEIS, CLGU and LEP network to influence early thinking
Delivery	There is a risk that national priorities may change over the course of the year.	This could potentially require significant alterations and additions to the business plan and impacting onto current delivery plans	Regular discussions at both official and political level. Delivery of business plan monitored by WECA SMT and reported to WECA Chief Executives quarterly

Category	Risk Description	Risk Impact	Mitigation
Legal & Governance	There is a risk that there are dependencies on the Joint Spatial Plan, the outcome of which is in an independent examination process and therefore not yet known.	This could potentially require significant alterations and additions to the business plan and impacting onto current delivery plans	The process to prepare a statutory development plan document has been followed and robust governance and technical working arrangements are in place to deliver the project
Legal & Governance / Delivery	There is a risk that processes and procedures are not in place to support devolution for the Adult Education Budget	Learners do not realise the benefits of this devolved power. Current provider base destabilised. Moderate reputational damage	Readiness conditions set by Government have been met. A project team has been recruited. Mechanism in place to fund administrative support from the devolved budget through use of underspend. Ongoing engagement and dialogue with providers to inform future delivery. Legal advice sought and appropriate consultation undertaken. Discussions sought with Government to mitigate additional risk of lower funding allocation
Delivery	There is a risk that the unpredictable impact of Brexit on Business across the region will lead to uncertainty and lack of confidence.	Businesses may be reluctant to make decisions regarding investment in the region	WECA to convene working group and to engage with LEP Board and Business West to identify early issues and discuss approaches
Legal & Governance / Financial	Risk of Fraud, Bribery and Corruption	Financial loss, reputational damage.	Controls & prevention measures incorporated in key operational processes. Annual review of arrangements.
Delivery	There is a risk that Committee members may be unable to reach agreement on key proposals.	WECA would be unable to realise the opportunities and benefits of the activities set out in the business plan	Strong partnership working arrangements are in place to ensure that proposals are developed to support and complement the priorities and objectives of the constituent councils
Delivery	There is a risk that the activities identified in the business plan may not achieve the desired balance of economic growth and inclusive growth.	The West of England is unable to realise the full benefits and opportunities of devolution	Equalities impact assessments will be carried out for each specific activity to identify potential issues and clear mitigations and these will form part of the organisation's performance management framework



## WEST OF ENGLAND JOINT COMMITTEE 14 JUNE 2019

### REPORT SUMMARY SHEET

### METROWEST – UPDATE & FUNDING DECISION

#### Purpose

To provide an update on the progress of MetroWest Phase 1a and 1b and seek the next required committee approvals.

#### Summary

The report updates the committee on the progress of MetroWest Phase 1a and 1b, including detail on

- a. Governance
- b. Funding gap
- c. Further allocation of funds
- d. Next steps – including Development Consent Order submission

The reports also seeks to establish approvals in relation to:

- e. Revised Initial Promotion Agreement (IPA) between North Somerset Council (NSC) and WECA.
- f. Submission of the Development Consent Order (DCO) for Phase 1b.
- g. Draw down of Local Growth Fund (LGF) to develop the Full Business Case (FBC).

#### Recommendations

Members of the Joint Committee are asked:

1. To note the progress of the MetroWest Phase 1a and 1b programme, and in particular, the letter of 5 April 2019 from the Secretary of State (SoS) for Transport, Chris Grayling, providing for £31.9m to meet the scheme funding gap. This funding will be subject to successful achievement of the Department's Rail Network Enhancements Pipeline (RNEP) process.
2. To authorise WECA to enter into an Initial Promotion Agreement (IPA) (version 3) with North Somerset Council (NSC) to enact the governance decisions made within the West of England Joint Committee resolution of November 2018.
3. To approve (subject to Outline Business Case) project draw down of a further £4.491m for 2019/20 and £7.159m for 2020/21, totalling £11.6m of the Local Growth Fund allocated to complete the technical work, and the Development Consent Order (DCO) process to Full Business Case.
4. Reflecting the position of WECA as joint promoter of the scheme, to agree to submit the DCO application, with an understanding of the associated share of project risks and liabilities.

**Contact officer:** David Carter

**Position:** Director of Infrastructure

**Email:** David.Carter@westofengland-ca.gov.uk

**REPORT TO: WEST OF ENGLAND JOINT COMMITTEE**

**DATE: 14 June 2019**

**REPORT TITLE: METROWEST – UPDATE & FUNDING DECISION**

**DIRECTOR: DAVID CARTER – DIRECTOR OF INFRASTRUCTURE**

**AUTHOR: KATHRYN VOWLES – HEAD OF CAPITAL DELIVERY**

### **Purpose of Report**

- 1 To update the committee on the progress of MetroWest Phase 1a and 1b, to include:
  - a. Governance
  - b. Funding Gap
  - c. Further Allocation of Funds
  - d. Next Steps – including Development Consent Order (DCO) submission
  
- 2 To establish approvals in relation to:
  - a. Revised Initial Promotion Agreement (IPA) between North Somerset Council (NSC) and WECA.
  - b. Submission of the DCO for Phase 1b.
  - c. Draw down of Local Growth Fund (LGF) to develop the Full Business Case (FBC).

### **Recommendations**

- The committee to note the progress of the MetroWest Phase 1a and 1b programme, and in particular, the letter of 5 April 2019 from the Secretary of State (SoS) for Transport, Chris Grayling, providing for £31.9m to meet the scheme funding gap. This funding will be subject to successful achievement of the Department's Rail Network Enhancements Pipeline (RNEP) process.
- To authorise WECA to enter into an Initial Promotion Agreement (IPA) (version3) with North Somerset Council (NSC), to enact the governance decisions made within the West of England Joint Committee resolution of November 2018.
- To approve (subject to OBC) project draw down of a further £4.491m for 2019/20 and £7.159m for 2020/21, totalling £11.6m of the Local Growth Fund allocated to complete the technical work, and the DCO process to FBC.
- Reflecting the position of WECA as joint promoter of the scheme, to agree to submit the DCO application, with an understanding of the associated share of project risks and liabilities.

### **Background / Issues for Consideration**

- 3 This paper is in relation to MetroWest Phase 1a and 1b. A summary of the scope of the MetroWest programme, and key deliverables from Phase 1, is attached as Appendix One for background information.
- 4 Project progress following the last report can be summarised as:

- a. Phase 1a - Network Rail (NR) have been commissioned to undertake the necessary development work to extend Phase 1a to Westbury, which will avoid the requirement for a turnback at Bathampton. Workshops have been completed to review the scope and options for upgrade. Options are being reviewed, and residual risks discussed with the Office of Rail Regulation. NR will be providing updated scheme costs for 1a at the end of June 2019, based on revised options for the line to Westbury. A decision will be made early 2020 to confirm the extension to Westbury, at which point we can commission the detailed design.
- b. Phase 1b – The primary focus for the team has been the delivery of the DCO ready for submission at the end of July 2019. The Planning Act (2008) requires any new rail link including over 2km of new track outside the current operating railway is deemed a Nationally Significant Infrastructure Project (NSIP) requiring a DCO. The disused section between Portishead and Pill is 5km, and not part of the current operating railway, therefore requiring a DCO. As with Phase 1a, Network Rail are establishing revised costs for issue at the end of June 2019. During the DCO process, July 2019 for 18 months, NR will be commissioned to complete the detailed design for the scheme, to incorporate amendments that may arise during the DCO process.

5 The Joint Committee Meeting of 30 November 2018 resolved to approve the following in relation to MetroWest Phase 1a and 1b:

- a. The proposed **governance structure** that encompasses both Phase 1a and Phase 1b.
- b. The Section 151 Officers undertake further exploratory work to determine how the **funding gap** may be addressed.
- c. The approval of a **further allocation** of £500k from the Local Growth Fund for 2018/19 to enable continued development of Phase 1a.

The following sections set update on the progress since the 30 November, and the decisions associated with the next stages of project development.

## 6 Governance Structure

- a. The November committee report established joint project promotion (WECA and NSC) for MetroWest Phase 1a and 1b, with WECA taking ultimate project management responsibility for Phase 1a and NSC, Phase 1b.
- b. To support this governance structure, the Initial Promotion Agreement has been updated to reflect the change in responsibilities and associated liabilities. A summary of the change in liability is summarised as Appendix Two.
- c. **Recommendation: To authorise WECA to enter into an Initial Promotion Agreement (IPA) (version3) with North Somerset Council (NSC), to enact the governance decisions made within the West of England Joint Committee resolution of November 2018.**

## 7 Funding Gap

- a. As at November 2018, the project had a remaining £46.9m funding gap and a letter had been received from the SoS for Transport, Chris Grayling, on 28 September 2018 referencing that gap.
- b. The letter emphasised the following:
  - Ensuring delivery of a local, rail based transport system for the Bristol area remains one of my priorities
  - I urge WECA and North Somerset to press on with the DCO for the Portishead line (Phase 1b)
  - I have not ruled out further government support
  - I need to see the outcome of the Bristol Area Feasibility Study
  - Consideration to be given to light rail and tram/train options
  - Only consider support if it includes a solution to Portishead
- c. The SoS also stated that consideration of further funding would be subject to the following conditions:
  - Any government contribution will be capped and any increases will be the responsibility of the local authorities
  - Assurance is provided that local funding options have been truly exhausted
  - There is agreement to any ongoing subsidy risk among the contributing partners
- d. Work was undertaken, supported by DfT, to review the Tram Train option for the route. This was not deemed applicable in the context of the Phase 1b scheme, but could be considered for future MetroWest programmes.
- e. Work was undertaken to establish a further £15m of funding through a NSC local contribution. This was agreed at the NSC council meeting of 12 February 2019.
- f. An update was sent to the SoS on 6 March 2019, detailing our response to the issues raised. Following further discussion with both DfT and the SoS, a follow up letter was sent to Nigel Ashton and Tim Bowles on 5 April 2019 from the Chris Grayling. In summary, the following was noted:
  - i. 'I welcome your efforts to identify local funding options and the further £15m contribution you think is possible through the Economic Development Fund mechanism, reducing the funding gap from £46.9m to £31.9m. I also note that consideration has been given to light rail and tram / train options and that the MetroWest scheme will be future proofed to facilitate these'
  - ii. 'I am content to provide the further £31.9m required. However, this is on the basis that the £15m of local funding can be secured as you set out and that MetroWest passes successfully through the Department's Rail Network Enhancements Pipeline (RNEP) process.'
- g. The letter went on to confirm the following requirements:
  - i. that the MetroWest scheme will be future proofed to facilitate future light rail or tram/train options,
  - ii. full transparency of cost data,
  - iii. any government contribution will be capped and any cost increases will be the responsibility of the local authorities; and

- iv. there is agreement as to the allocation of the ongoing subsidy requirement among the contributing partners, as regards both Portishead and the wider package of MetroWest service improvements.
- h. This commitment from the SoS, subject to the conditions detailed above, provides the funding to enable the project to go ahead.
- i. Regarding costs, it is important to note:
  - i. Capital costs will be confirmed at the end of June when revised costs are received from NR.
  - ii. Associated revenue cost risk is subject to further negotiation. Under DfT rules, promoters of rail enhancement projects must meet the cost of revenue support during the first three years of operation.

## 8 Further Allocation

- a. In order to progress the project to FBC, and to run the DCO process concurrently, further funding needs to be allocated. Detailed design activity will be undertaken by NR, for both 1a and 1b. It is proposed that £11.6m is required to complete this work. The output will be the completion of the DCO process, a detailed design and complete procurement process for construction.
- b. This cost is within an overall capital out-turn cost of £116.4m. It is important to note that the capital out-turn cost will be confirmed at two future points:
  - i. End June 2019 when GRIP 4 costs are confirmed.
  - ii. Mid 2021 at the end of the DCO process, detailed design and procurement, (GRIP 5 within the NR stage gates), when FBC is complete.
- c. This drawn down is subject to the OBC which is currently under review. This will confirm that the project remains value for money and achieving a BCR over 2.
- d. Any future funding draw down, from the WECA Investment Fund, for example, will be subject to:
  - i. a successful DCO process – which will feed into the FBC; and
  - ii. an FBC demonstrating value for money (late 2021).
- e. **Recommendation: To approve (subject to OBC) project draw down of a further £4.491m for 2019/20 and £7.159m for 2020/21, totalling £11.6m of the Local Growth Fund allocated to complete the technical work, and the DCO process to FBC.**

## 9 Next Steps – DCO Submission

- a. The next significant project milestone will be the submission of the DCO to the Planning Inspectorate current programmes for the end of July 2019.
- b. The DCO scheme consists of 14km of former and existing railway between Portishead and Parsons Street in Bristol, together with associated highways works, principally in Portishead. The spine of the land required for the DCO scheme consists of the Bristol to Portishead Branch Line Railway that was first constructed in the 1860s. The land is owned by NSC from Portishead to the Old Portbury Station, with NR owning the track bed from Portbury to

Parsons Street. From Portbury Dock Junction to Parson Street the railway is operational as a freight only line serving Royal Portbury Dock.

- c. The Planning Inspectorate process is as follows:
  - i. Submission – End July
  - ii. Planning Inspectorate decide if the application should be accepted for examination – 4 weeks
  - iii. Pre- Examination Notification Requirements - TBC
  - iv. Examination– 6 months from Preliminary Meeting
  - v. Panel Report – 3 months
  - vi. SoS Decision – 3 months
  - vii. Post Decision Challenge Period – TBC
- d. It is anticipated that the whole process will take approximately 18 months.
- e. All DCO stages must be completed before the main construction works can commence. The DCO will be applied for by NSC on behalf of NSC and WECA.
- f. The principal powers sought in the DCO are:
  - i. powers to construct, maintain and operate the proposed railway and to implement the associated works such as diversion of Quays Avenue, other highway and public right of way works and provision of ecological mitigation works;
  - ii. works to the highway network including works within the street, temporary stopping up suspension of use of the streets, permanent closure of Quays Avenue and associated works for diversion of Quays Avenue;
  - iii. closure of user worked level crossings currently on the disused railway used for access across the railway;
  - iv. the closure of a public footpath crossing the railway in Bristol City Council's administrative area, known as Barons Close or Ashton Containers crossing.
  - v. Compulsory acquisition of land including acquisition of freehold, new rights, extinguishment of existing private rights, acquisition of subsoil or air space and the temporary use of land for the construction and maintenance of the development. This includes the acquisition of a small area public open space to the south of Trinity School in Portishead, which is to be used to create new public rights of way and also for landscaping associated with the new pedestrian and cycle bridge over the Railway to replace an existing path that crosses the railway trackbed at ground level.

Other miscellaneous powers such as the removal of trees, power to prevent statutory nuisances leading to injunctive relief for those affected, procedures for the approval of the requirements (back into planning conditions) when applied to by the project for approval by the local planning authority and the entering into of agreements with NR.

Powers are also sought to dis-apply the existing byelaws of the North Somerset Levels Internal Drainage Board to allow the construction, maintenance and operation of the railway in a way that would otherwise be contravention of the Internal Drainage Board's byelaws

and the provisions of the Party Walls etc. Act as they may apply in the vicinity of Pill Station and viaduct.

The powers sought will be for NSC, acting as DCO Joint Scheme promoter with WECA. Powers to operate and maintain the new railway will be transferred to NR, together with the land required for the operation and maintenance of the new railway. NSC will be responsible for compensation for land acquisition and the costs of impacts on statutory utilities' apparatus.

- g. Whilst management of the DCO process will be the key focus of activity for MetroWest Phase 1, a number of activities will be delivered in parallel:
- i. Phase 1a – Activity to confirm extension of service to Westbury and associated costs. We anticipate this will represent a saving on the Bathampton turnback option. Project detailed design and procurement to FBC. In addition, we are reviewing options to accelerate 1a services, and the implications for business case approval so we can secure operational services as soon as practically possible, subject to appropriate business case approval.
  - ii. Phase 1b – Ongoing design and procurement activity to support delivery as soon as the DCO is agreed. In addition, a package of enabling activity, not directly related to the DCO, will be completed in advance.
  - iii. Project and Programme Management – WECA will be working with NSC, and NR, to drive effective project and programme management, including cost and programme reporting to ensure we are driving down cost and delivering the project on time and as efficiently as possible.
- h. Recommendation: Reflecting the position of WECA as joint promoter of the scheme, to agree to submit the DCO application, with an understanding of the associated share of project risks and liabilities.**

## Consultation

- 10 This paper has been developed for the West of England Joint Committee in consultation with NSC.

## Risk Management/Assessment

- 11 Risks at project and programme level are managed via the West of England Strategic Rail Programme Board, reporting to the West of England Joint Committee. Further detail on risk allocation is set out in Appendix Two. The key project risks are summarised in the table below:

Risk	RAG rating	Mitigation	Mitigated RAG rating	Financial impact of risk if mitigations are not delivered (not cumulative)
1. Repayment of Grant should scheme not progress	R	Delivery of part 1A of the scheme, associated, applicable costs and assets purchased would be offset	A	£11m (repayment of full grant)
2. Revenue Reversion Risk should scheme not progress	R	Risk is mitigated by the purchase of assets, submission DCO and the delivery of Scheme 1A. Work is taking place with finance officers to reduce the risk of full revenue reversion.	A	£14.777m (revenue reversion total based upon spend to date assuming no asset creation)
3. Time delays to the programme, as result of; a longer DCO examination or timeliness of decision making to proceed	R	Revised governance process in place and joint promotion working between NSC and WECA, as reflected by IPA3 agreement.	A	Up to £10.000m (under review and in part built into £22m contingency)
4. Development of the scheme design results in additional infrastructure outside DCO red line boundary	R	Continued technical engagement with Network Rail and review of specific pressure points on the red line boundary.	A	Up to £5.000m
5. Train service revenue support costs for the first three years, are not affordable to the councils, causing delay to programme.	R	Continue development of the operational proposal and engagement / negotiation with the incumbent train operator and the DfT.	A	Up to £3.400m

## Public Sector Equality Duties

- 12 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.
- 13 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.
- 14 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.
- 15 Due to the significance of this project an Equality Impact Assessment has been undertaken and is an important reference for all project decision making.

## Finance Implications, including economic impact assessment where appropriate

- 16 A summary of the project costs are provided above. The estimated out-turn cost of the project is £116.4m, which is now fully funded, subject to business case and DfT assessment process. The out-turn capital cost will be confirmed at the end of June when revised costs are provided by NR.

There remains a risk of revenue reversion should the project not be delivered. Delivering part of the project (1A), along with a completed DCO, will partially mitigate this risk. It is not possible to quantify the exact sums at this stage, and would depend on the proportion of the project delivered. The project budget sources are set out in the table below:

Item	Total Funding Secured to date	Spend to date up to 2018-19
LGF (Prep Costs Award 2015)	£8,846,000	£8,846,000
LGF (Prep Costs Award 2018)	£1,700,000	£1,700,000
LGF (Prep Costs Award 2018)	£500,000	£50,000
LGF (Devolved Major Project)	£16,274,430	£0
<b>Total LGF</b>	<b>£27,320,430</b>	<b>£10,596,000</b>
EDF (Swapped with LGF)	£26,079,000	£0
Contributions to date by four Councils	£4,413,000	£3,635,000
NSC additional contribution Dec 17	£5,860,000	£1,786,399
WECA Investment Fund Dec 17	£5,860,000	£0
NSC additional contribution	£15,000,000	£0
DfT Contribution via CP6 Enhancements budget	£31,900,000	
<b>Total</b>	<b>£116,532,430</b>	<b>£16,017,399</b>

### Legal Implications

- 17 The legal implications of the IPA and DCO have been managed as follows:
- Advice on the IPA has been provided to WECA by the legal team at South Gloucestershire Council
  - Extensive advice on the application of the DCO has been provided to NSC and WECA by Womble Bond Dickenson

The DCO has a range of significant legal implications to enable the project to be delivered, as summarised above.

### Appendices:

Appendix One – Scope & Key Deliverables

Appendix Two – Liability & Risk Management

**Background papers:** MetroWest Gateway Decision Paper – Phase 1a and 1b 30 November 2018. <https://westofengland-ca.moderngov.co.uk/documents/s700/12%20-%20JC%2030th%20Nov%2020%20MetroWest%20Final%20-1.pdf>

### West of England Combined Authority Contact:

Any person seeking background information relating to this item should seek the assistance of the contact officer for the meeting who is Ian Hird / Tim Milgate on 0117 332 1486; or by writing to West of England Combined Authority, 3 Rivergate, Temple Way, Bristol BS1 6ER; email: [democratic.services@westofengland-ca.gov.uk](mailto:democratic.services@westofengland-ca.gov.uk)

## Appendix One – Scope & Key Deliverables

### MetroWest Programme Scope

MetroWest Phase 1 and 2 are priorities for the Combined Authority and other West of England Authorities. They are important in delivering against national and regional policies and priorities, including the following nationally:

- A Strategic Vision for Rail: Moving Britain Ahead – ‘...identifying the places where rail is the right answer for local transport needs...’
- Industrial Strategy – ‘...drive productivity by improving connections within City Regions’ Housing White Paper – ‘...employees should be able to move easily to where jobs are without being forced into long commutes.’
- Regionally MetroWest is a key project within the Joint Local Transport Plan and is identified as a committed scheme to support the protected housing growth of 105,500 new homes within the Joint Spatial Plan.

The MetroWest programme currently comprises:

- Phase 1a - Severn Beach to Bath Spa (with an extension to Westbury) upgraded to half hourly passenger service
- Phase 1b - Portishead line reopened with hourly passenger service
- Phase 2 - Yate to Bristol upgraded to a half hourly service, and the potential to extend to Gloucester. Henbury to Bristol reintroduced as an hourly service
- Portway Park & Ride Station

### Key Deliverables – MetroWest Phase 1

MetroWest Phase 1 will provide significant benefits for residents, employees / employers and visitors to the region. Some of these benefits are outlined below:

- GVA growth post scheme opening: £31.86m
- Additional jobs post opening: 514
- Provides improved connectivity to Bristol Temple Quarter Enterprise Zones(EZ)17,000 jobs and Bath Riverside EZ 9,000 jobs
- Car-km network reductions of 4,000 in morning peak and 2,000 in evening peak
- 50,000 additional people will have direct access to the rail network
- 180,000 will have enhanced services to existing stations
- Passenger trips will be 958,980 in 2021 rising to 1,295,103 in 2036
- New stations will be DDA compliant
- Reduced travel times; Portishead to Bristol by bus / car is 50+minutes by train 23 minutes, Avonmouth to Bristol by bus / car up to 65 minutes by train 28-32 minutes

The project benefits a wide stakeholder group across the whole of the region and beyond which reflects the positive response to consultation events undertaken to date. The above is also reflected in the high scoring for the Benefit Cost Ratio (BCR) which for phase 1 is 3.1(anything above 2 is considered high), this may improve further with the incorporation of the Westbury link.

## Appendix Two – Liability and Risk Management

The tables below describe the capital liability change associated with the revised IPA (3). Revenue reversion risk associated with the scheme to date remains as per the total liability share as set out in IPA (2).

### Third Initial Promotion Agreement (2) 13 February 2015 Relating to MetroWest -agreement between North Somerset District Council, South Gloucestershire District Council, Bristol City Council, Bath & North East Somerset Council

	Liability agreed in the Second Initial Stage based on a scheme estimated out-turn cost of £58m	Liability for the additional £58m taken on by NSDC, for the revised estimated capital cost of £116m (as set out in the OBC)	Net share of total liability for the Third Initial Stage
B&NES	15% of £58m	0% of additional £58m	15% of £58m
BCC	30% of £58m	0% of additional £58m	30% of £58m
NSDC	50% of £58m	100% of additional £58m	50% of £58m + 100% of a further £58m
SGC	5% of £58m	0% of additional £58m	5% of £58m
WECA	0% of £58m	0% of additional £58m	0%
<b>Total</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

### Third Initial Promotion Agreement (3) Relating to MetroWest Agreement between North Somerset District Council and West of England Combined Authority

	Capital liability agreed in the Second Initial Stage based on a scheme estimated out-turn cost of £58m	Capital liability agreed for the Third Initial Stage based on a scheme estimated out-turn cost of £116m, as endorsed by Joint Committee 30 Nov 18
WECA	50% of £58m	50% of £116m
NSDC	50% of £58m	50% of £116m
<b>Total</b>	<b>100%</b>	<b>100%</b>

**Risk Management** – All project and programme risks will be managed via the West of England Strategic Rail Programme Board, reporting to the West of England Joint Committee. Proactive risk and change management will be used to address cost risk and to ensure the Joint Committee are kept up to date on progress of all capital programmes. Any cost overruns will be managed in line with the liability agreed in November 2018, and will utilise the most appropriate funds available as agreed by WECA Committee.

This page is intentionally left blank