

A meeting of the
WECA Overview & Scrutiny Committee

will be held on

Date: Wednesday, 27 February 2019

Time: 10.45 am

Place: The Writing Room, Bristol City Hall, College Green, Bristol

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

Cllr Stephen Clarke, Bristol City Council
Cllr Tim Ball, Bath & North East Somerset Council
Cllr Liz Richardson, Bath & North East Somerset Council
Cllr Geoff Gollop, Bristol City Council
Cllr Mark Weston, Bristol City Council
Cllr Carole Johnson, Bristol City Council
Cllr Brenda Massey, Bristol City Council
Cllr Mhairi Threlfall, Bristol City Council
Cllr Brian Allinson, South Gloucestershire Council
Cllr Pat Hockey, South Gloucestershire Council
Cllr Katherine Morris, South Gloucestershire Council

Copies to: Cllr Chris Blades, Cllr Charles Cave, Cllr Donald Davies, North Somerset Council
Copy also to: Cllr James Tonkin, North Somerset Council (substitute for Cllr Donald Davies)

Enquiries to:

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West of England Combined Authority Committee Agenda

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1. EVACUATION PROCEDURE

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

2. MEMBERSHIP OF COMMITTEE

The committee is asked to note that following his recent appointment as a Bristol City Council Cabinet member, Cllr Steve Pearce is no longer a member of this committee. Cllr Mhairi Threlfall has been appointed to replace Cllr Pearce as a Bristol City Council member of this committee.

3. APOLOGIES FOR ABSENCE

4. 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.

5. MINUTES OF PREVIOUS MEETING

5 - 10

To confirm the minutes of the meeting of the West of England Combined Authority Overview and Scrutiny Committee held on 23 January 2019 as a correct record.

6. ITEMS FROM THE PUBLIC (PETITIONS, STATEMENTS AND 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

For this meeting, this means that your petition/statement must be received in this office by **12 noon on Tuesday 26 February 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 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 **Thursday 21 February 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

7. CHAIR'S BUSINESS

8. ENERGY STRATEGY DEVELOPMENT - UPDATE (11.00 AM)

11 - 12

To update the committee for information on the position regarding the development of the West of England Energy Strategy.

9. COMBINED AUTHORITY BUSINESS PLAN UPDATE (11.10 AM)

13 - 38

To update the committee on progress in delivering against the 2018/19 business plan and to present the West of England Combined Authority Business Plan for 2019/20.

10. METROWEST PROGRAMME UPDATE (11.40 AM)	39 - 42
To provide an update on the MetroWest programme.	
11. METROBUS PROGRAMME UPDATE (11.50 AM)	43 - 48
To provide an update on the MetroBus programme.	
12. DEVOLVED ADULT EDUCATION BUDGET UPDATE (12.00 NOON)	49 - 52
To provide an update on progress in relation to the devolved Adult Education Budget.	

Agenda Item 5

West of England Combined Authority WECA Overview & Scrutiny Committee

Wednesday, 23 January 2019, 10:30am
Committee Room 1, Kingswood Civic Centre

Present:

Cllr Stephen Clarke, Bristol City Council
Cllr Steve Pearce, Bristol City Council
Cllr Tim Ball, Bath & North East Somerset
Council
Cllr Liz Richardson, Bath & North East Somerset
Council

Cllr Geoff Gollop, Bristol City Council
Cllr Mark Weston, Bristol City Council
Cllr Brenda Massey, Bristol City Council
Cllr Pat Hockey, South Gloucestershire Council
Cllr Carole Johnson, Bristol City Council (from
item 8)

North Somerset Members in attendance:

Cllr Charles Cave and Cllr Don Davies

Officers in attendance:

Malcolm Coe, Director of Investment and
Corporate Services
Helen Edelstyn, Strategy and Governance
Shahzia Daya, Director of Legal and Democratic
Services

Ian Hird, Democratic & Scrutiny Manager
Tim Milgate, Democratic Services Officer

Apologies:

Cllr Carole Johnson, Bristol City Council
(who would be arriving later at the meeting)
Cllr Chris Blades, North Somerset Council

Cllr Brian Allinson, South Gloucestershire Council

Minutes

1	EVACUATION PROCEDURE The evacuation procedure was set out.
2	APOLOGIES FOR ABSENCE Apologies for absence were received from Cllr Carole Johnson (Bristol City Council, who would be arriving later at the meeting) and Cllr Brian Allinson (South Gloucestershire Council). An apology for absence was also received on behalf of Cllr Chris Blades from North Somerset Council.
3	DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011 Cllr Pearce declared a non-pecuniary interest in relation to Item 9 as a Non-Executive Director at Bristol Energy.
4	MINUTES OF PREVIOUS MEETING The minutes of the meeting held on 28 November 2018 were agreed as a correct record and signed by the Chair subject to the correction of adding Cllr Chris Blades to the list of attendees from North Somerset Council.

5	<p>ITEMS FROM THE PUBLIC (PETITIONS, STATEMENTS AND QUESTIONS)</p> <p>The following statements had been received prior to the submission deadline and those members of the public present were asked to address the meeting for a maximum of three minutes per statement:</p> <ol style="list-style-type: none"> 1. Dave Redgewell, Greater Bristol area light rail issues 2. Dave Redgewell, Public Funding for Bus Services 3. Christina Biggs, Infrastructure and Investment Delivery Plan. <p>The full text of the statements were published on the Authority's website following the meeting.</p>
6	<p>CHAIR'S ANNOUNCEMENTS/BUSINESS</p> <p>There were no announcements from the Chair.</p>
7	<p>REVIEW OF WECA COMMITTEE AND JOINT COMMITTEE FORWARD PLAN</p> <p>The Committee reviewed the latest Forward Plans for the WECA Committee and the Joint Committee and were invited to comment thereon.</p> <p>The Scrutiny Manager reported that the latest forward plans had been published shortly before Christmas 2018 and listed items coming through until May 2019, although the longer-term plan would be that potential items be published on the Forward Plan up to a year in advance. A report detailing proposed changes to WECA's Constitution would be brought forward at the May 2019 meeting.</p> <p>The Overview and Scrutiny Committee would receive a detailed briefing on the Business Plan and an informal briefing on the Local Industrial Strategy (LIS) at future meetings.</p> <p>The Committee also requested that a meeting of the Overview and Scrutiny meeting be scheduled prior to the WECA Committee and Joint Committee in May 2019. It was noted that the WECA Committee and Joint Committee would still be holding their meetings on 5 April 2019 although the usual rules around holding meetings in the pre-election period would apply. An informal meeting that was scheduled for the Overview & Scrutiny Committee prior to this could be changed into a formal meeting if needed in order to pre-Scrutinise items that may come forward to that meeting.</p> <p>Committee members asked that a briefing or an item be brought to a future meeting on the Cultural Strategy.</p> <p>Resolved:</p> <ol style="list-style-type: none"> (1) That following consideration of the Forward Plan, the Committee's identification of forward agenda plan items be included as future agenda items for more detailed consideration, including progress against the 2018-19 Combined Authority Business Plan and the 2019-20 Business Plan at the next meeting; (2) That the Forward Plan continue to be considered as a standing item on each WECA Overview and Scrutiny Committee agenda with a view to assisting the Committee in developing their own forward agenda plan on an ongoing basis.

INVESTMENT PRIORITISATION UPDATE

Malcolm Coe, Director of Investment and Corporate Services gave a presentation on the Investment Priorities and Budget. The presentation covered the following issues:

- Funding streams available across the region;
- Recommended approach to prioritisation & financial planning;
- Considerations for 2019/20 revenue budget;

It was explained that although the headline figure for the WECA Investment Fund was £30m per year for the next thirty years, there were a number of other different funding streams that had different constraints and conditions on how they could be used. Therefore it was important to optimise a joined-up approach.

It was also explained that the first government 'gateway' funding point for the investment fund was in 2020 when the Authority would have to show how this fund would be used otherwise there could be a danger of the fund not continuing beyond the first five years. The Authority would need to provide a narrative for:

- (a) What outcomes the Authority was aiming to achieve;
- (b) What schemes the Authority was planning to deliver;
- (c) How funding would be aligned to meet the Authority's objectives.

Although the narrative was important, it was also vital that the Authority showed that the money was committed to priority schemes. The Investment Fund was half revenue and half capital but could not be used for the support of day-to-day operations. The pace of commitment and spend is also crucial as the amounts would not increase with inflation so would lose value over a period of time.

The Local Growth Fund had to be spent by March 2021 although there had been slippage (a similar trend was happening throughout the UK).

The long term financial planning approach would be applied to the Investment Fund (30 years) and the Transforming Cities Fund (5 years). There were a number of key regional and national strategies and policies that would influence the financial programming, including:

- Joint Spatial Plan;
- Joint Local Transport Plan;
- Local Industrial Strategy;
- Skills Strategy.

It was noted that the Energy Strategy was not included in this list.

An investment programme would be published by the Authority in May 2019 where greater detail showing the region's main priorities would be available.

The presentation slides were made available on the Authority's website following the meeting.

Resolved:

The Chair of the Overview and Scrutiny Committee to raise any issues at the meeting of the 1 February 2019 WECA Committee.

WEST OF ENGLAND ENERGY STRATEGY

Cllr Pearce declared a non-pecuniary interest in relation to this item as a Non-Executive Director at Bristol Energy.

Helen Edelstyn, Strategy and Policy, gave a presentation updating the Committee on the draft Energy Strategy for the West of England. The Energy Strategy would be submitted to the Joint Committee on 1 February 2019. The Chair of the Overview & Scrutiny Committee would be in attendance at that meeting.

The Climate Change Act 2008 committed the United Kingdom to reducing greenhouse gas emissions by at least 80% by 2050 as compared to 1990 levels. Clean growth was at the heart of the Authority's operating framework and emerging Local Industrial Strategy. The Government had committed £50,000 to the Local Enterprise Partnership in order to facilitate the development of a local Energy Strategy. The aims were as follows:

To provide local leadership and influence:

- towards an integrated, smart, resilient and secure energy system;
- towards greater affordability (to alleviate fuel poverty and increase business productivity);
- to reduce greenhouse gas emissions (meeting legally binding national targets)

Success would mean cleaner air, lower energy bills, lower emissions and greater economic security. The current position in the West of England was very similar to the national situation, with 85% of energy provided from fossil fuel sources, and 15% from clean sources (including nuclear). However, 70% of energy was used for transport and heat and many local buildings could be more energy efficient. Although cars were becoming more efficient and producing fewer emissions individually the growth of car use meant that emissions from cars was on the rise.

The Low Carbon sector in the West of England currently employed over 19,000 people, generating £2.4 billion, more than any other English region.

It was explained that the Energy Strategy set out a direction of travel for energy use in the West of England. The Joint Committee would be asked to approve the proposed basis of a West of England Energy Strategy at its meeting on 1 February 2019.

The following comments were made by Members of the Committee:

- There were a number of comments made about the substance of the strategy, as some members felt it was difficult to scrutinise in its current form, although the work to date had been positive. As presented, the document was more of a high-level "strategic framework" document and it was felt that this should be recognised Bristol City Council had signed off its targets and these needed to be integrated. It was noted that the work that had been done to date was a direction of travel that other strategies could work from;
- Three incinerators had recently been built in the Avonmouth area and the plan was that the energy provided would serve 50,000 new homes. In terms of transport a modal shift would be needed to cut down commuting. The South West was a windy place but the Bristol Airport did not like new wind turbines being built as these could interfere with its radar systems. However, the airport, which itself had growth plans, did not count towards emissions as aviation is measured internationally. However, were the expansion plans approved it would generate more journeys to and from the

	<p>airport by car. Helen Edelstyn stated that as the incinerators weren't functional yet they had not been captured in the figures but would be when they were online. The wind power was something for the individual local authorities to consider as part of their local plans.</p> <ul style="list-style-type: none"> • It was unclear as to what Bristol City Council's ongoing work on the City Leap prospectus had been factored in. The region should be seeking the highest possible standards in relation to carbon emissions in line with the ambitious targets that have already been set by authorities locally. It was confirmed this had been included in the evidence gathering and would help with the conclusions; • In response to a question it was confirmed that in order to meet any requirements it would be necessary to close any skills gaps, such as in the construction field; • It would be important to support businesses to be more energy efficient and provide a link to the Industrial Strategy; • A comment was made about the planned petrol/diesel vehicle ban in 2040 (2035 in Scotland). It was confirmed that this would be taken into account in the projections. As the document would be covering a long period of time ambitions would likely change over the period. Local and national ambitions were included; • It was also noted that 150,000 homes were not on the gas network so renewable heat opportunities could be explored but another challenge would be to get the homes on the gas network off of that network; • It was questioned how improving our homes would fit into the overall objectives; • It was asked whether the item could be a regular item on this Committee's agenda; <p>The slides were made available on the Authority's website following the meeting.</p> <p>It was explained that the Department for Business, Energy and Industrial Strategy had asked that a framework be in place by the end of 2018 but had granted an extension to February. A more detailed action plan document would be developed.</p>
10	<p>INFORMATION ITEM - METROBUS PROGRAMME UPDATE</p> <p>The WECA Overview and Scrutiny Committee received a report providing an update on the progress of the Metrobus programme, provided by the Metrobus Integration Manager, Bristol City Council. The Committee were asked to note the update.</p> <p>The report stated that the Metrobus programme had been delivered as three separate, jointly-promoted projects with a different local authority taking the lead for the delivery of each. South Gloucestershire Council was the lead authority for the North Fringe to Hengrove (NFH) project, Bristol City Council was the lead for the Ashton Vale to Temple Meads (AVTM) project and North Somerset the lead for the South Bristol Link (SBL) project.</p> <p>Latest updates on the progress of the services was provided in the report.</p> <p>The following comments were received:</p> <ul style="list-style-type: none"> • There was disappointment that there was no service performance data provided in the report; • There was disagreement that no service provider could be found for the South Bristol Link Road service. However, while the situation remained a ticketing system that meant a passenger could travel the same route on different services should be explored; • Members also asked how comments could be fed back to the Board, so that buses needn't get held up in congested traffic. There would be no rapid transport system possible otherwise unless priority was given to these services;

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INFORMATION ITEM - METROWEST UPDATE

The WECA Overview & Scrutiny Committee received a report on the progress of Metrowest Phase 1 and Phase 2. The GRIP 4 cost estimate for Phase 2 was now due at the end of February 2019.

The following comments were received:

- A question was raised as to whether a Park & Ride scheme around the preferred location for Henbury Station would resolve the drainage issues;
- It was also queried whether a decision on the Yate turnback would have a bearing on the viability of Phase 2. It was noted that a decision on this would be needed by summer 2019;
- An important element was the decision on Filton Arena and whether the Park & Ride would cope with the trains bringing people back from events. If they could leave in both directions it would reduce congestion. A request to challenge the docks on the need for coal conveyors was raised although it was noted that a small amount was still brought into the docks.

The Chair agreed to amalgamate the comments made and as well as an update on the Metrowest line and update Committee members as appropriate.



ITEM 8

REPORT TO: WECA OVERVIEW AND SCRUTINY COMMITTEE

DATE: 27 FEBRUARY 2019

REPORT TITLE: ENERGY STRATEGY DEVELOPMENT - UPDATE

DIRECTOR: JESS LEE, HEAD OF STRATEGY & POLICY

AUTHOR: HELEN EDELSTYN, SENIOR POLICY MANAGER

Purpose of Report

- 1 To update the committee for information on the position regarding the development of the West of England Energy Strategy.

Background / Issues for Consideration

- 2.1 As members will be aware, a report seeking approval for the basis of a LEP West of England Energy Strategy was submitted to the West of England Joint Committee on 1 February 2019.
- 2.2 The 1 February Joint Committee meeting was opened but then adjourned due to the adverse weather conditions that day.
- 2.3 At their reconvened meeting on 15 February, the Joint Committee approved the report as the basis for a LEP West of England Energy Strategy.
- 2.4 In approving the report, the Joint Committee recognised that
 - The approved document is a high-level framework that will help to shape activity and guide investment priorities.
 - It offers flexibility, allowing councils and other stakeholders to deliver at a scale and pace that fits with their commitments.
 - It also provides a basis from which bids to Government can be prepared, and to other funders, for investment.
 - It has been developed in partnership with officers and CEOs from across the UAs, as well as other key stakeholders.
 - More detailed action planning and development work will begin now that agreement has been reached on the basis for a LEP West of England Strategy.

2.5 In line with the above, now that the report has been approved, more detailed action planning and development work will be taking place. As requested, regular update reports will be brought to this committee.

Recommendation:

That the report be noted.

Background papers:

West of England Energy Strategy report – submitted to the West of England Joint Committee
– 1 February 2019

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



ITEM 9

REPORT TO: WECA OVERVIEW AND SCRUTINY COMMITTEE

DATE: 27 FEBRUARY 2019

REPORT TITLE: BUSINESS PLAN UPDATE

DIRECTOR: JESSICA LEE, HEAD OF STRATEGY & POLICY

AUTHOR: LYNDA BIRD, HEAD OF PERFORMANCE, PLANNING & PROJECTS

Purpose of Report

- 1.1 To update Members on progress in delivering against the 18/19 business plan
- 1.2 To present the West of England Combined Authority Business Plan for 2019/20

Progress in delivering against the 18/19 business plan

- 2 The West of England Combined Authority 2018/19 business plan was agreed by WECA and the Joint Committee on 1st June 2018.
- 2.2 A progress report covering the period June – August 2018 was presented to WECA Scrutiny in October 2019. Appendix One presents a progress report for the period October – December 2018.
- 2.2 The business plan supports delivery of the operating framework agreed by WECA and the Joint Committee on 18th April 2018. It sets out the key deliverables for skills, business support and infrastructure, as well as the enabling corporate activities.
- 2.3 Regular reporting on progress in delivering against the business plan is a key element of WECA's overall performance management and reporting framework which was reviewed by Audit Committee on 8th November
- 2.4 A final report on the 18/19 business plan will be prepared for the annual general meeting in May 2019.

Development of 19/20 business plan

- 2.5 The business plan covering activity for 2018/19 has been refreshed in parallel with the 2019-20 budget planning and is attached as Appendix Two to this report.
- 2.7 It is recognized that the 2019-20 Business Plan will need to be informed by the Local Industrial Strategy. The target date for completion of this, including sign off by the Secretary of State, is Summer 2019. The business plan will be reviewed and updated as appropriate on completion of the Local Industrial Strategy.

Consultation

- 3.1 Drafts of the progress report and business plan were shared with the West of England Directors and Chief Executives.
- 3.2 Both reports were considered by the West of England Combined Authority Committee and the Joint Committee at their meetings on 15th February 2019 (reconvened from 1st February 2019).
- 3.3 An update will be provided to the West of England Local Enterprise Partnership Board

Other Options Considered (complete as appropriate)

- 4 None

Risk Management/Assessment (complete as appropriate)

- 5 WECA's Risk Management Framework was shared with Audit Committee in November 2018. The key risks to delivery of the business plan are highlighted in the Corporate Risk Register and are provided as Appendix Three to this report. The Corporate Risk Register is reviewed on a monthly basis by the WECA Senior Management Team.

Public Sector Equality Duties (complete as appropriate)

- 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 is underway to develop an Equalities Framework for WECA and details of this will be included in the first annual equalities report to the Annual General Meeting in May 2019.

Finance Implications, including economic impact assessment where appropriate:

- 7 Activities within the 2018/19 business plan are covered from existing budget allocations. Activities within the 2019/20 business plan are aligned with the 2019/20 budget proposals. There are therefore 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 will be undertaken as appropriate throughout the decision-making process.

Advice given by: Shahzia Daya, Director of Legal Services

Land/property implications

- 9 None arising from this report, but the impact of individual schemes will be assessed through existing planning processes.

Advice given by: David Carter, Director of Infrastructure

Human Resources Implications:

- 10 Activities within the 2018/19 business plan and the 2019/20 business plan are supported through existing resources. Where individual projects may have workforce implications these will be identified and discussed with relevant Directors to ensure any management of change is undertaken according to policy and best practice.

Advice given by: Alex Holly, Head of Human Resources

Background papers:

[WECA Business Plan 2018/19](#)

[Audit Committee Reports November 2018:](#)

- Monitoring & Evaluation Framework
- Risk Management Framework

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

Appendix One: Progress in Delivering 18/19 Business Plan

This report provides a summary of key achievements and details any significant exceptions to delivery together with mitigating activities for the period October to December 2018. It also highlights upcoming activities. Where activities are specifically for WECA, Joint Committee, or both, this is indicated.

BUSINESS
Progress continues to be made against a number of key interventions including Talent Institutes, 5G Smart Tourism and Invest Bristol and Bath/Growth Hub. The successful landing of a Channel 4 Creative Hub will act as a catalyst for further growth and investment in the region's high performing creative/digital sector, with programmes like the new DCMS Creative Scale-up Programme helping to ensure benefits are realised and shared. Over the next quarter, we will see new projects like Love Your High Streets and Low Carbon Challenge Fund take shape.
Key achievements this reporting period
<i>WECA</i> <ul style="list-style-type: none">• Feasibility study for creation of Talent Institutes underway• Major trial of 5G Smart Tourism project held at the Roman Baths• Secured £1.35M from DCMS to support a programme of work to enable creative business to scale-up• £10M Love our High Streets Fund agreed and three pilot projects identified <i>Joint Committee</i> <ul style="list-style-type: none">• Invest Bristol and Bath Review recommendations agreed by Joint Committee on 30th November• Successful landing of Channel 4 Creative Hub with up to 50 new jobs anticipated• Long term strategy for Growth Hub expansion established, to be presented to LEP Board in January 2019• West of England's Scale Up Enabler initiative highlighted as "a role model to emulate" in the latest annual report on the UK's scale-ups• Approval for £4.2M Low Carbon Challenge Fund from European Regional Development Fund• Expression of Interest submitted for £4M Research & Innovation Challenge Fund from European Regional Development Fund• South West Energy Hub programme manager in post to take forwards programme
Issues to note
<i>WECA and Joint Committee</i> <ul style="list-style-type: none">• Ensuring capacity is in place to deliver on growing pipeline of funded projects and programmes
Upcoming activity
<i>WECA</i> <ul style="list-style-type: none">• Shortlisting of Talent Institutes proposals and further development of business cases for investment• Work to progress to develop criteria for next wave of Love our High Street grants, informed by learning from pilot projects and emerging Government guidelines <i>Joint Committee</i> <ul style="list-style-type: none">• Continued implementation of recommendations from IBB Review and Growth Hub Strategy paper• Establish delivery arrangements for Creative Scale-up programme funded by DCMS• Establish delivery arrangements for Low Carbon Challenge Fund.

- Respond to feedback on Expression of Interest for Research and Innovation Challenge Fund
- West of England attendance at MIPIM 2019 Cannes to promote inward investment opportunities
- Local Industrial Strategy evidence base to be made available and work to continue to work with Government and stakeholders to develop Local Industrial Strategy
- Series of workshops being held to inform development of West of England Cultural Strategy

SKILLS
<p>Significant progress is being made to effectively land devolved Adult Education Budget and ensure WECA is geared up to deliver a transition/no change year in 2019/20. Other existing commitments like Future Bright and the Careers Hub continue to establish themselves and are now delivering real and tangible benefits to residents and businesses alike. Over the next quarter, WECA will lead on the development of a new £8.5m Skills Innovation Fund, designed to support SME engagement with the education and training provider base and create new work based opportunities for residents.</p>
Key achievements this reporting period
<p><i>WECA</i></p> <ul style="list-style-type: none"> • Devolution of powers and funding relating to Adult Education Budget to WECA came into force in November 2018. Planning for 2018/19 transition year well underway with application guidance published for consultation • The broadening of eligibility criteria for access to Future Bright programme successfully negotiated with DWP, leading to increased interest <p><i>WECA and Joint Committee</i></p> <ul style="list-style-type: none"> • WECA committee agreed £4.5m allocation of Investment Fund for a new Skills Innovation fund (SIF), with £4m match from European Social Fund <p><i>Joint Committee</i></p> <ul style="list-style-type: none"> • Skills Expert Group 'Challenge Day' held to kick-start the process of developing a regional Employment and Skills Plan • West of England Careers Hub successfully established and Enterprise Co-ordinators recruited to support 20 'Hub schools'
Issues to note
<p><i>WECA and Joint Committee</i></p> <ul style="list-style-type: none"> • Ensuring capacity is in place to deliver on growing pipeline of funded projects and programmes
Upcoming activity
<p><i>WECA</i></p> <ul style="list-style-type: none"> • Grant funding and draft allocations process for transition year 2018/19 Adult Education Budget devolution • Continued promotion and marketing of Future Bright <p><i>Joint Committee</i></p> <ul style="list-style-type: none"> • Development of parameters of Skills Innovation Fund and further market engagement • Completion of draft West of England Employment and Skills Plan

INFRASTRUCTURE
Key consultations in relation to Joint Spatial Plan and Joint Local Transport Plan will continue / commence this quarter, providing a basis for future decision making.
Key achievements this reporting period
<p><i>WECA</i></p> <ul style="list-style-type: none"> • The Joint Assets Board was established on 30th November and draft Terms of Reference agreed. The work programme will be discussed at the next meeting. • Good progress has been made on the Housing Infrastructure Fund bid, ready for submission in March 2019. A separate report is provided to WECA Committee on this matter • Principles for a £50m Land Acquisition Fund were approved by WECA Committee on 30th November 2018. This provides robust governance and an investment framework to enable a Housing Deal. Project criteria are being developed on the basis of a recyclable grant model, and a separate report is provided to WECA Committee on this matter • A Key Route Network has been agreed in principle and development of operational requirements is underway • Bus strategy meeting with Members to review progress and developing options by end January 2019. Stage 1 report to follow in Spring. • Bristol area rail feasibility study examining increased sub-urban rail frequencies underway- Stage 1 report produced and Stage 2 commissioned to be reported Summer 2019. • Approval in principle received for initial transfer of Integrated Transport Authority functions – transition plan being developed looking at options and wider possibilities for collaboration <p><i>Joint Committee</i></p> <ul style="list-style-type: none"> • The One Public Estate 7 bid was submitted on 30th November, announcements on successful bids are anticipated in February 2019 • Completion of final draft of Joint Local Transport Plan document and supporting Environmental Reports (Strategic Environmental Assessment, Equalities Impact Assessment, Health Impact Assessment, Habitats Regulation Assessment screening report) • Tram trains study comparing options for Portishead link underway • Sub-National Transport meeting held December 2018
Issues to note
<p><i>Joint Committee</i></p> <ul style="list-style-type: none"> • The Joint Spatial Plan examination in public is scheduled to take place in May 2019 and a number of activities are dependent upon the outcome. • Amendments requested to the Joint Local Transport Plan plan after Joint Committee approval, Consultation due to start on 6th February 2019 • Removal of Severn Tolls took place on 17th December 2018. Monitoring and discussions with Highways England and Department for Transport continue
Upcoming activity
<p><i>WECA</i></p> <ul style="list-style-type: none"> • Reports on WECA led activity to be brought to February Committees to include: <ul style="list-style-type: none"> ○ Principles within the WECA Led HIF bid ○ Plans to establish a Procurement Strategy and Professional Services Framework. ○ Proposals for future development phase of Mass Transit ○ Transition plan and future stages for consideration of Transport Functions

- Engagement with Local Authorities and Members regarding emerging options for proposed Bus Network Review.

Joint Committee

- Amended Joint Local Transport Plan to be taken to Joint Committee on 18th January 2019. Public consultation on updated plan scheduled to commence 6th February through to 20th March 2019 and will include major stakeholder event.
- HRA Appropriate Assessment for the major transport schemes completed
- Temple Quarter Master Plan development work continues
- Tram trains study final report expected end of March 2019

Corporate Services

WECA has been working closely with Directors and Chief Executive Officers of Bristol, South Glos and BANES in order to better understand the overall funding available to the region in preparation of publishing a notional 20 year financial allocation linked to strategic objectives and priorities within the approved WECA Operating Model and Business Plan

Key achievements this reporting period

WECA and Joint Committee

- Director of Investment and Corporate Services commenced in post
- 2019/20 budget setting and longer term financial planning underway to support transparency and engagement across the region on core financial matters
- Underspends forecasted for both WECA and LEP budgets as a result of surplus income from Treasury Management activity
- ICT service specification developed in order to better understand the future ICT needs of WECA

Issues to note

WECA

- 5-year government gateway review, which will evaluate progress against the Investment Fund, will commence in 2019;
- Preparation underway to secure the required corporate resource to efficiently manage £17.9m (per annum) of Adult Education Budget which will transfer from government in 2019

WECA and Joint Committee

- WECA will be appointing a new IT supplier in 2019
- WECA exploring a more strategic and proactive approach to investment of funds in respect of significant cash balances held by the authority

Upcoming activity

WECA and Joint Committee

- Revised, sustainable structure to be developed for Corporate Services within the overall resource envelope available
- External contracts for corporate service related functions to be reviewed with a view to future provision being 'in house' (if appropriate)
- 2019/20 budget setting taking place in February 2019 within the context of a longer term financial plan for the region
- Positive joint working with B&NES to improve current ICT services, for the remainder of the contract, whilst preparing for the transition to a new service provider
- Starting to develop a more integrated approach to the management and governance of all major grant funding streams including the Investment Fund, Transforming Cities Fund, EDF and LGF

BUSINESS PLAN 2019-20



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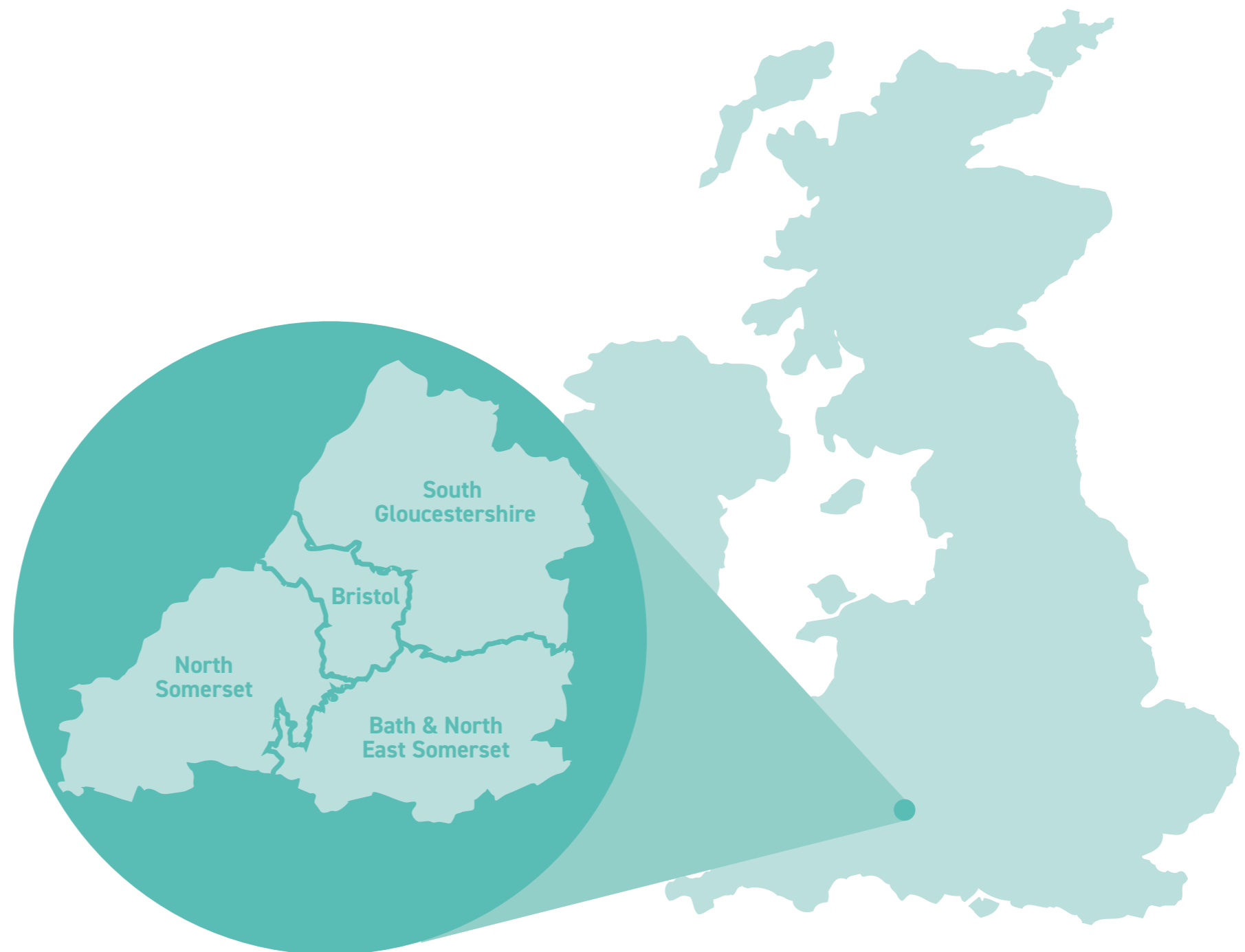
INTRODUCTION

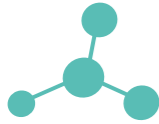
The West of England is one of the UK's most prosperous regions with an economy worth over £33.2 billion a year. A net contributor to the national purse, with a population of over 1 million and over 43,000 businesses, our region competes on a global scale.

This document sets out our business plan for 2019-2020. It builds on our current business plan and supports our aspiration to be a driving force for clean and inclusive economic growth in the West of England. The activities included in the business plan aim to ensure that people benefit from more job opportunities, a stronger economy and a high quality of life.

In 2016, three councils in the West of England – Bath and North East Somerset, Bristol and South Gloucestershire – signed a devolution deal worth £1 billion. As a result, significant powers and funding have been transferred to the region through the new West of England Combined Authority (WECA) and West of England Mayor.

WECA also provides support to the activities of West of England Local Enterprise Partnership (LEP), which includes North Somerset Council.





OPERATING FRAMEWORK

The operating framework sets out our priorities for clean and inclusive economic growth and forms the basis of WECA's annual business plan for 2019-2020.

The operating framework (see page 15) identifies three priority areas: Infrastructure fit for the future, World class skills and Businesses that succeed.



BUSINESS PLAN

The business plan on the following pages sets out the key activities that WECA will deliver over the 2019-2020 period. It builds on our current business plan, and sets out how we will continue to bring investment into transport, homes and skills. This will ensure the West of England is at the forefront of growth and innovation, a region where economic, cultural and environmental diversity is celebrated and forms the foundations of prosperity for all.

The plan is structured around the three strategic aims identified in the operating framework and is focused on 2019-2020, however it contains some reference to activity that will continue in the coming years.



WORKING TOWARDS A LOCAL INDUSTRIAL STRATEGY

The West of England has been working closely with Government to produce its Local Industrial Strategy with a view to completing work on this in early Summer 2019. Once the Local Industrial Strategy is finalised we will develop an implementation plan to take forward immediate actions and to inform the 2020-21 Business Plan.



FINANCIAL STRATEGY

The medium-term financial plan, available on our website, summarises the financial considerations for WECA over the next five years. It covers funding sustainability and aligns investment proposals with the operating framework and our key financial challenges and opportunities.

We will continue to work on the integration of the various funding streams available to the West of England, incorporating the Investment Fund, Transforming Cities Fund, Economic Development Fund, Local Growth Fund, Housing Investment Fund and Business Rates Retention in order to build a longer-term strategic approach to financial planning.



WORKFORCE AND ORGANISATIONAL DESIGN

WECA is built around the principle of operating as efficiently as possible, maximising opportunities for collaboration with our constituent councils and other partners, and securing external project funding wherever possible.

Our workforce strategy is closely linked to the business plan and financial strategy to ensure that WECA has the skills and resources it needs to deliver now, and into the future.

INFRASTRUCTURE

We need joined-up and reliable transport, to reduce congestion and help people move around the region. This includes suburban rail services, road schemes and improved public transport, as well as better connections for motorbikes, cyclists and pedestrians. This will support the delivery of new homes, as set out in the Joint Spatial Plan (JSP). Better, more affordable and resilient transport will also support inclusive growth by improving access

to jobs, linking new homes and communities with employment areas.

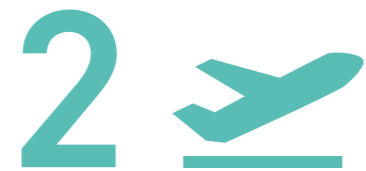
We will continue to work closely with Government to develop an ambitious Housing Deal, to secure extra investment to accelerate the delivery of new homes, including affordable homes, particularly over the early years of the JSP.

Our activities are aligned with five objectives:

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Better links to reduce congestion and connect people



Improve national and international connections



Enabling the required housing growth in the region promoting affordability and an appropriate housing mix



Employment spaces to meet the needs of all businesses and communities



World-leading digital connections across the region



Better links to reduce congestion and connect people

Suburban rail and MetroWest	Develop plan, with Department for Transport, Network Rail and Great Western Railway, to significantly increase rail usage, as part of a comprehensive approach to public transport investment, including the delivery / joint delivery of key schemes such as MetroWest Phase 1.	
Bristol Temple Meads	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.	
Roads	Continue business case development for the following schemes, moving to construction where full business cases approved: <ul style="list-style-type: none"> • Bath and Somer Valley Enterprise Zone • Hengrove • Lockleaze • Hicks Gate • Cribbs/Patchway New Neighbourhood Cycling package • Great Stoke roundabout 	Continue to develop feasibility studies into the following, moving to outline/full business cases where studies are approved: <ul style="list-style-type: none"> • Mass transit options • South Bristol Orbital route • Support Highways England to undertake a strategic review for an East of Bath link • (Freezing Hill Lane) A420 to Bath Transport Improvements • Wraxall Road roundabout
Bus Strategy	Prepare and run consultation on the key elements of the strategy, namely the bus network review, programme of investment and preferred operating framework.	
Cycling and walking routes	Promote active travel, by developing a cycling and walking investment programme as part of the new Joint Local Transport Plan (JLTP).	
Transport Authority functions	As the responsible body, WECA will work closely with its constituent councils to integrate the core functions of Bus Service Information, Concessionary Travel, Community Transport and Supported Bus Services (joint power with constituent councils) and develop options to build a regional team to lead policy development.	



Better links to reduce congestion and connect people

Transport to support Joint Spatial Plan

Co-ordinate, commission and support business case development for transport schemes required to support the Joint Spatial Plan (JSP), including the following work packages:

- South East Bristol and Whitchurch package
- A4 Bristol – East Keynsham arterial corridor
- Yate strategic corridor
- A38 (J16, Almondsbury to Falfield)
- Park and rides around Bristol
- Bristol Urban Living Package

Joint Local Transport Plan

Consult on, and adopt, the Joint Local Transport Plan (JLTP).

Clean Air Zones

Continue work with Bath & North East Somerset Council and Bristol City Council on emerging Clean Air Zones.

Highways England

Clarify actual and forecast impact of removal of Severn crossings tolls and agree mitigations with Department for Transport.



Improve national and international connections

Sub-national Transport Body

Work with partners in the South West as part of a shadow Sub National Transport Body, to build a strong regional evidence base to support future bids into the National Roads Fund.

3

Enabling the required housing growth in the region promoting affordability and an appropriate housing mix

Delivering the Housing Package	Start joint working programme with Homes England, National Housing Federation and registered providers on new ways of delivering homes, including affordable homes. Incorporate plans for strategic master planning and land acquisition and continue discussions with Government on the Housing Deal.
Housing Infrastructure Fund	Develop a robust business case to secure funding for Bristol Temple Meads to Keynsham A4 corridor and A38-M5 corridor schemes.
Infrastructure Investment and Delivery Plan	Prepare Implementation Plan with partners including the Ministry of Housing, Communities & Local Government, Homes England, Department for Transport, Network Rail, Highways England, Natural England and the Environment Agency. Incorporate WECA project management governance, to include procurement of necessary specialist support, and establish any business cases needed.
Housing Delivery Board	Establish a team of strategic partners to support delivery of the housing agenda, including the Infrastructure and Investment Delivery Plan (IIDP), and work in relation to One Public Estate and Modern Methods of Construction.
Innovation in building new homes	Identify new and innovative products and ways of delivering homes. Establish strategy to drive ongoing activity via One Public Estate Wave 7 Bid, demonstrating demand and showcasing innovation at a range of locations.
Joint Assets Board	Agreed approach implemented.
Joint Spatial Plan	Programme manage and support the Examination in Public, including applicable Monitoring Framework. Explore piloting a Strategic Green Infrastructure Authority to deliver shared aims with DEFRA and our Green Infrastructure Plan. Provide a 'sponsorship role' for Local Nature Partnership.
Mayoral Spatial Plan	Develop a Mayoral Spatial Plan, agreeing scope and approach, including implementation of associated planning powers. Action will be shaped dependent on the progress of the JSP. This is therefore dependent on that outcome.



Employment space

Employment spaces to meet the needs of all businesses and communities

Develop portfolio of employment space that anticipates business demand, supporting growth aspirations set out in the JSP and JLTP.

Work closely with development industry, businesses and communities to identify and help bring forward new opportunities for employment sites, including Enterprise Zones and Areas. To include opportunities for scale-up businesses.

Develop Employment Space Strategy.



Digital Strategy

World-leading digital connections across the region

Agree ambitions for regional digital connectivity and identify priority areas for action.

Lead regional bids for investment in digital infrastructure to support Smart City Region aspirations.

BUSINESS GROWTH

We are an economically successful region and one where businesses start, grow and thrive in high numbers. We have a good business support system in place – but there is more we can do to support and promote an innovative and inclusive economy. We want to find better ways to work with existing businesses to achieve their potential as well as attracting more businesses to our region.

We need to build on our strengths, supporting our key sectors including aerospace, creative and digital, and professional services. We also need to build on the diversity and collaboration between sectors and communities that makes us unique. Increasing productivity and exports are key areas of focus, along with continuing to find new ways to support innovation and promote inclusivity, which is at the heart of so much of our success.

Our activities are aligned with four objectives:



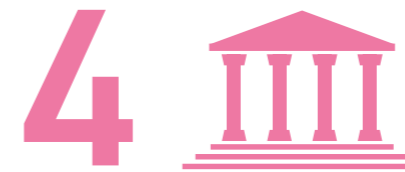
Helping businesses to start-up, grow and flourish, nurturing inclusive growth



Supporting businesses to make the most of export opportunities



Supporting an innovative economy



Protecting and promoting our region's culture



Helping businesses to start-up, grow and flourish, nurturing inclusive growth

Support growing and high-growth potential businesses

Help build the region's pool of skilled labour through inclusive and progressive recruitment, skill and career development practices (linking to population and housing growth).

Work with the Department for International Trade and the region's firms and institutions to identify and develop commercially-driven, high-potential opportunities.

Provide up-to-date information on modern business practices, including for export, use of technology, access to finance, management and leadership.

Provide 1:1 support to high-growth potential businesses through West of England Growth Hub.

Support inward investment

Ensure early and appropriate responses to business enquiries and put together an appropriate team(s) to fulfil clients' requirements.

Through Invest Bristol & Bath, support businesses coming to the region, in particular Foreign Direct Investment (FDI) to create new jobs, recruiting from local areas and contributing to skills provision.

Support business growth

Establish key accounts to support growing and FDI businesses; maintain relationships and use regional, national and international support, e.g. FDI expansion opportunities.

Support partnerships between big business, small and medium-sized enterprises and academia/innovators to help build confidence, capacity and capability and social value.



Supporting businesses to make the most of export opportunities

Support investment opportunities

Develop and agree a strategy and approach, influenced by the Local Industrial Strategy, to guide existing and new projects to enable suitable investment and innovation.

Support current projects

Support delivery of existing funded projects, including:

- Talent Institutes
- 5G Smart Tourism

Develop new projects

Develop new projects and programmes, supporting sectors that drive growth in the region.

Consider options for grant scheme to support high growth companies, aligned to Growth Hub.

Encourage new research and innovation from business and stronger business research collaborations.

Identify funding gaps in priority areas or sectors.



Supporting an innovative economy

Energy Strategy

Develop and agree an Energy Strategy to set priorities for a resilient, low carbon and affordable local energy system.

Digital Strategy

Develop a Digital Strategy in partnership with the Department for Digital, Culture, Media & Sport, including plans to optimise and accelerate the arrival of 5G.

Support current projects

Support delivery of existing funded projects, including:

Love our High Streets

Creative scale-up



Protecting and promoting our region's culture

Cultural Strategy

Agree an approach to supporting cultural development in the West of England, to support our visitor economy and strengthen our regional industries.

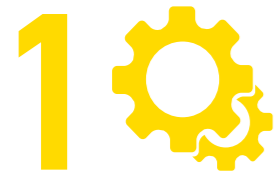
SKILLS

We have high employment and a skilled workforce in the region, but there is more to be done to address regional inequalities and generate prosperity for all. We need to continue work to better align workforce skills with the skills that business in our region need, not only now, but for the future. We have to develop an evidence base and plans that will enable us to do this effectively. We must also take advantage of the opportunities that joint working presents, through better planning of the education, employment and

skills system – for example, ensuring greater access to a range of skills development opportunities to support an inclusive economy.

We will also begin to take advantage of the benefits of devolution as we move closer to taking control of the Adult Education Budget for the WECA area. This will help address core skills required for a productive workforce, enabling us to direct resources in a way that best meet the needs of all learners and our economy.

Our activities are aligned with three objectives:



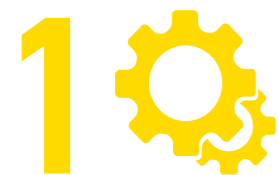
Improving skills and knowledge supply to meet existing and future demands



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



Provide residents with support, information, advice and guidance to unlock their career potential



Improving skills and knowledge supply to meet existing and future demands

Deliver projects and programmes that improve skills for our residents and employers

Adult Education Budget: Ensure effective delivery of transitional 2019/20 year, alongside developing long-term strategy from 2020/21 onwards.

Skills Innovation Fund: Develop and fund proposals, with our partners, to support local people facing barriers to employment.

Talent Institutes: Complete feasibility study and outline business cases for development of Talent Institutes in the WECA region.

Encourage take-up of apprenticeships and technical education

Work with employers, schools and colleges to encourage better use of the Apprenticeship Levy and promote the benefits to align with and support the Careers Hub programme.

Provide support for a regional Institute of Technology.



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

Implement West of England Employment and Skills Plan

Develop and deliver a long-term plan for employment and skills, including a specific post-16 plan which complements and supports the emerging Local Industrial Strategy.

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.

Develop a West of England Skills Advisory Panel

Establish a group in partnership with Department for Education, focused on joining up the education, employment and skills eco-system, including graduate retention.



Provide residents with support, information, advice and guidance to unlock their career potential

Deliver effective careers advice

Careers Hub: Host Enterprise Co-ordinators, working for Careers Enterprise Company (CEC) to deliver effective advice for all schools. Co-ordinate other CEC-funded activity in the region.

Deliver Future Bright, a project to improve the job prospects of 3,000 people in low-paid, low-skilled employment and promote good employment practice in the region.

Inform and empower those who might not fit Future Bright eligibility criteria to help them see and apply for roles that will allow them to progress their careers and grow their disposable income (an added value to the project).

CORPORATE SERVICES

Corporate Services concentrates on one objective:



Support the organisation to deliver the business plan

Industrial Strategy	Co-produce and agree a Local Industrial Strategy for the West of England, working with regional partners and Government. A Local Industrial Strategy will enable us to build on the strong foundations of our region, growth and devolution deals, to deliver our ambition for clean and inclusive economic growth.
Committee and LEP support	Administer the West of England Combined Authority and Joint Committee meetings, LEP Board, Audit Committee, Scrutiny Committee and Advisory Boards.
ICT and Workplace	Procure a long-term solution to provide fit-for-purpose ICT services which meet the current and future demands of the organisation. Manage a smooth transition from the existing to the new provider ICT provider.
Risk management	Manage corporate risk framework to ensure key risks are identified, mitigations agreed and activity monitored. Continue to embed a risk management culture and ownership within the organisation.
Communications	Ensure proactive communications, marketing and engagement activity to support business plan objectives.
Human Resources	Manage workforce plan to ensure that WECA has the right resources and skills to deliver now and into the future, working in close partnership with our constituent authorities and others.
Finance	Improve transparency and understanding of financial reporting – building a longer-term, sustainable approach to financial planning which has clearer links to regional objectives and priorities. Continue to explore alternative funding solutions, reducing reliance on short-term grant funding and time-limited business rate retention.
Performance management	Ensure measurement and reporting is in place to satisfy local and national requirements. Continue to develop, and improve, linkages between delivering outcomes to the region with financial allocations and specific project delivery.

OPERATING FRAMEWORK

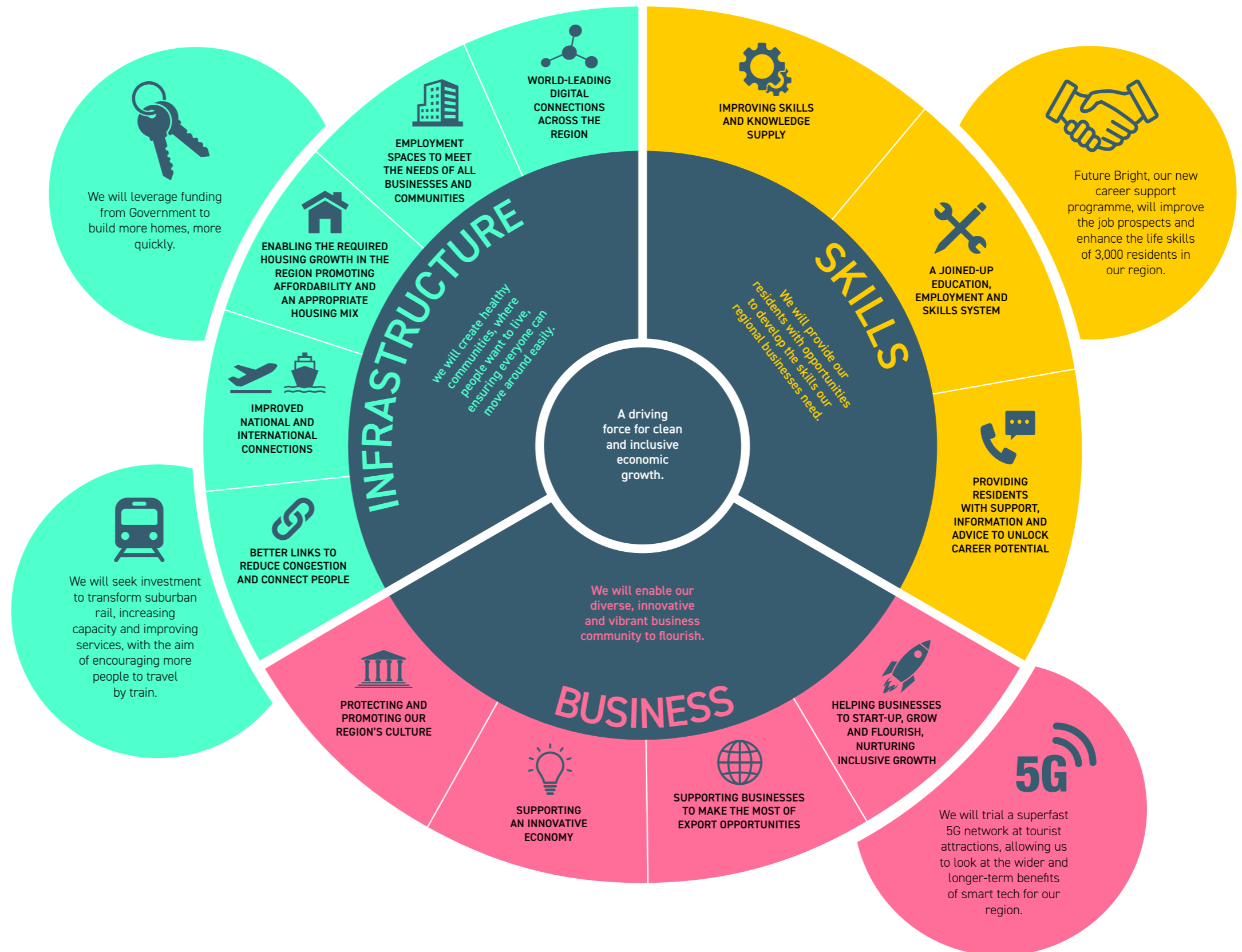
Our operating framework sets out our priorities for clean and inclusive economic growth in the West of England.

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.



Appendix Three: WECA Corporate Risk Register Summary Table

Category	Risk	Impact	Mitigation
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
Delivery	There is a risk that WECA may not have completed recruitment to enable delivery of all the activities in the business plan	This could potentially impact delivery timescales, quality of deliverables and budget	Complete recruitment to key posts in the organisation, meanwhile drawing on available capacity in the constituent authorities, with interim and consultancy support engaged where appropriate
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
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
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.
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.

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 fo 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 is being 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.

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ITEM 10

REPORT TO: WECA OVERVIEW AND SCRUTINY COMMITTEE

DATE: 27 FEBRUARY 2019

REPORT TITLE: INFORMATION ITEM – METROWEST UPDATE

DIRECTOR: DAVID CARTER – DIRECTOR OF INFRASTRUCTURE

AUTHOR: KATHRYN VOWLES – WECA HEAD OF CAPITAL DELIVERY

Purpose of Report

- 1 To provide an update on the progress of MetroWest. The last update was provided for the 23 January Overview and Scrutiny Committee. As work has been ongoing in relation to key deliverables, there is limited change to report at this stage. This report therefore confirms key dates and provides a summary of responses to issues raised at the last meeting. A more detailed update will be provided for the May meeting.

Background

- 2 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.

- 3 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

Questions raised at last meeting

- a) A question was raised as to whether a Park & Ride scheme around the preferred location for Henbury Station would resolve the drainage issues

Planning applications for all three new stations for Phase 2 will be submitted in June 2019. The drainage, access and layout issues for Henbury, North Filton and Ashley Down will be resolved in advance of submission.

- b) It was also queried whether a decision on the Yate turnback would have a bearing on the viability of Phase 2. It was noted that a decision on this would be needed by summer 2019

The Preliminary Business Case for Phase 2 was based on the option with a Yate turnback. If extension to Gloucester is approved in the future, then the business case will be updated as necessary.

- c) An important element was the decision on Filton Arena and whether the Park & Ride would cope with the trains bringing people back from events. If they could leave in both directions it would reduce congestion. A request to challenge the docks on the need for coal conveyors was raised although it was noted that a small amount was still brought into the docks.

The MetroWest Phase 2 planning application in relation to the station at Henbury is based on predicted need and the existing business case. Any future development in the area will be reflected in future phases of work for the MetroWest programme.

Update Phase 1a – Severn Beach to Bathampton / Westbury

- 4 As noted in the last update, Pre-GRIP (Governance for Railway Investment Projects) feasibility work has been completed by Network Rail. We are awaiting confirmed cost and programme for GRIP 1-4 in relation to the extension to Westbury. As soon as this is confirmed, work will be commissioned.

Update Phase 1b – Portishead Line

- 5 North Somerset Council (NSC) paper February 2019, seeking authority to enter into legal agreements and, subject to approval and closing the funding gap, agreement to draw on up to £15m of the LGF funding allocation.
- 6 Technical work is ongoing to complete the Development Consent Order (DCO). NSC have confirmed the aim to submit once the funding gap has been met. The current timeline can therefore be summarised as:
- Update of Initial Promotion Agreement to reflect governance agreed by Joint Committee on 30 November 2019 - To be completed by April 2019.
 - Response to, and meeting with Chris Grayling to incorporate feedback on the feasibility of Tram Train option for the Portishead Line - To be completed late February / Early March 2019.
 - Confirmation of way forward and approval of submission of DCO - To be completed by the end of May 2019
 - Submission of DCO - To be completed June 2019.
- 7 Dependencies: Phase 1 remains subject to a funding gap, which is subject to ongoing review and mitigation. Phase 1b is dependent on the Bristol East Junction enhancement, awaiting Network Rail funding decision.

Update Phase 2 – Henbury Line and services to Yate / Gloucester

- 8 Key activities noted in the last report remain on track:
- GRIP 4 cost estimates are due at the end of February.
 - Work on the Outline Business Case for Phase 2 is continuing for submission to WECA March 2019, for decision at WECA Committee 31 May 2019. Planning applications for the three new stations at Henbury, North Filton and Ashley Down are in development with the aim to submit June 2019. As noted above, issues in relation to drainage, access and layout will be resolved prior to submission.
 - Ongoing engagement with Gloucestershire County Council on extension of services to Gloucester. Decision expected Summer 2019. If approved, the Outline Business Case will be updated to reflect that change.
- 9 Dependencies remain as noted in the previous report: Bristol East Junction enhancement awaiting DfT funding decision. Access and drainage at the preferred location for Henbury Station – to be addressed prior to planning application. Access and planning issues at Ashley Down Station – to be addressed prior to planning application and national timetabling issues.

Portway Station

- 10 Planning application has been submitted. Additional ecological surveys have been completed, and a final decision is anticipated in the near future.

Consultation

Not applicable in the context of this update report.

Other Options Considered

Not applicable in the context of this update report.

Risk Management/Assessment

Not applicable in the context of this update report.

Public Sector Equality Duties

- 11 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.
- 11.1 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.

11.2 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.

11.3 Equalities Impact Assessments will be provided through the planning and delivery of the MetroWest programme. As this is an update report for information, there are no specific equalities issues arising as a result of this report.

Finance Implications, including economic impact assessment:

12 None arising directly from this information report.

Legal Implications:

13 None arising directly from this information report. Issues relating to forthcoming planning applications (Phase 2) and Development Consent Order (Phase 1) applications will be updated to the committee as appropriate.

(Shahzia Daya, Director of Legal)

Land/property implications

14 None arising directly from this information report.

Human Resources Implications:

15 None arising directly from this information report.

Recommendation:

- * **That the Overview and Scrutiny Committee notes this update on the MetroWest programme.**

Background papers:

None

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



REPORT TO: WECA OVERVIEW AND SCRUTINY COMMITTEE

DATE: 27 FEBRUARY 2019

REPORT TITLE: METROBUS PROGRAMME UPDATE

AUTHOR:

Pete Woodhouse – Metrobus Integration Manager, Bristol City Council

Purpose of Report

- 1 To provide an update on the progress of the Metrobus programme

General background

- 2.1 The metrobus programme has been delivered as three separate, jointly-promoted, projects with a different local authority taking the lead for delivery of each. South Gloucestershire Council is the lead authority for the North Fringe to Hengrove (NFH) package, Bristol City Council is the lead for the Ashton Vale to Temple Meads (AVTM) project and North Somerset is lead for the South Bristol Link (SBL) project.
- 2.2 Each individual project has its own Project Board and there is an additional Integration Board that covers cross cutting aspects that are relevant to each project. Primarily this covers the bus stop infrastructure, smart ticketing, stop information and service operations.
- 2.3 Oversight of the four Metrobus Boards is provided by the Programme Assurance Board, which is made up of Strategic/Executive Directors (or delegates) from the four West of England Authorities.

Latest update information

- 3.1 Service m1 (Hengrove to Cribbs Causeway) started operating on Sunday 6th January 2019. It is operated by Bristol Community Transport (BCT), who are sub-contracted by First, with brand new bio-methane powered low emission buses which meet the quality standards set by the Quality Partnership Scheme (QPS). The m1 operates every 10 minutes between 0600 and 2400 (Mon-Sat) and every 20 minutes between 0900 and 2400 on Sundays.
- 3.2 There is still some infrastructure outstanding to support the operation of the m1 service. This includes one bus shelter (northbound at Harry Stoke) which is expected to be

installed before the end of March, and five iPoints which will be installed by the end of February, with the exception of Bedminster Parade outbound which requires a different unit due to the proliferation of underground utilities restricting available foundation size. The short term acceptance of on bus contactless payments is in place until these installations are complete. Each location where this applies has clear information for the public.

- 3.3 Service m3 (Emersons Green to City Centre) was also changed on the 6th January to increase the number of Monday-Friday peak hour journeys. It now operates every 15 minutes at these peak times, having previously been every 20 minutes. Two of the journeys each peak hour will operate more directly between Emersons Green and the City Centre, not calling at UWE Frenchay. This will provide shorter journey times for passengers from Emersons Green, Lyde Green and Ring Road stops to the City Centre. The reduction in frequency at UWE is more than offset by the m1 and this change should also benefit passengers travelling to/from the Begbrook stops.
- 3.4 Service m2 (Long Ashton Park & Ride to City Centre) has been operational, using the new Guided Busway, since the 2nd September 2018. The busway is now also used by the A1 Airport Flyer service.
- 3.5 There are two metrobus routes without a commercial offer at present; Hengrove to City Centre via South Bristol Link; and Emersons Green to Bristol Parkway. Discussions with operators are continuing on options to provide services that make use of the infrastructure and serve the communities.
- 3.6 The metrobus Board oversees the operation of metrobus services, the delivery of authorities' commitments in relation to maintenance and enforcement, and to consider amendments to existing metrobus routes.
- 3.7 Ongoing monitoring of service performance is undertaken by authorities and operators at the metrobus Performance Review Group (PRG). This Group is made up of officers from each authority and operator representatives. The purpose of the Group is to review both operational performance of metrobus and the maintenance and enforcement commitments from the authorities in support of metrobus services.

Operational Performance

- 4.1 Patronage – usage of the current metrobus network of the above three routes is strong. In January, across all the metrobus services, there were 276,927 passenger journeys.
- 4.2 Punctuality – the punctuality of all metrobus journeys in January from their respective origin stops is below. This is a percentage of all journeys that start 'on time' according to Traffic Commissioner's compliance measure of no more than 1 minute early or 5 minutes late:

m1: 92%

m2: 93%

m3/3x: 94%
- 4.3 Whilst these figures are strong, the PRG has identified and discussed areas of delay on metrobus services. Although in general terms the services are operating well, each service has specific areas where delays are experienced during the peak hour. For the

m3/3x services the main issue is AM peak time traffic congestion on the A4174 Ring Road. To address this issue, South Gloucestershire Council has arranged for the police to enforce the High Occupancy Vehicle (HOV) Lane at a particular pinch point. This has recently been undertaken and we will be assessing the impact on service operation. For service m1, the main area of concern is northbound am peak congestion through Bedminster. This is currently exacerbated by Temple Circus works including the eastbound closure of Clarence Road which is affecting traffic levels on Bedminster Bridge. This also affects the punctuality of the m2 service as it approaches Bedminster Bridge on Commercial Road. The completion of these works should improve traffic flow generally and metrobus operation in particular.

- 4.4 The Ticketing arrangements continue to be working well, with few adverse comments. The majority of passengers are using the mobile ticketing app as their preferred method. The iPoints have proven to be generally reliable, with most problems being resolved quickly.

Consultation

- 5 Non-applicable (in the context of this being an update report for information).

Other Options Considered

- 6 Non-applicable (in the context of this being an update report for information).

Risk Management/Assessment

- 7 Project risks have been managed throughout the delivery programme and overseen by the Project Boards and Programme Assurance Board. There are no risks associated with this report as it is an update report for information.

Public Sector Equality Duties

- 8 *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.*

- 8.1 *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.

- 8.2 *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.*
- 8.3 There have been Equalities Impact Assessments provided through the planning and delivery of the metrobus programme. As an update report, there are no further Equalities Issues arising as a result of the report.

Finance Implications, including economic impact assessment where appropriate:

- 9 The report provides a progress update on each of the metrobus routes, and as such there are no additional financial implications arising from this report.

The metrobus programme met the economic criteria for the DfT funding submissions in 2009/10 delivering a benefit cost ratio in excess of 2.0. The post completion economic impact will be assessed as part of the agreed metrobus Evaluation plan.

Advice given by: Chris Holme (BCC Finance Manager)

Legal Implications:

- 10 There are no legal implications to the report but it should be noted that due to recent legislation, technical changes will need to be considered to the Quality Partnership Scheme.

Advice given by: Nancy Rollason (Deputy Monitoring Officer BCC)

Land/property implications

- 11 Non-applicable

Human Resources Implications

- 12 Non-applicable

Recommendation:

- * **That the Overview and Scrutiny Committee notes this update on the metrobus programme.**

Background papers:

None

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

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ITEM: 12

REPORT TO: WECA OVERVIEW AND SCRUTINY COMMITTEE

DATE: 27 FEBRUARY 2019

REPORT TITLE: DEVOLVED ADULT EDUCATION BUDGET UPDATE

DIRECTOR: STEPHEN BASHFORD, HEAD OF BUSINESS & SKILLS

AUTHOR: HENRY LAWES, ADULT EDUCATION BUDGET PROGRAMME MANAGER

Purpose of Report

1. To provide an update on WECA's progress in relation to devolved Adult Education Budget (AEB).
2. To note the significant reduction in WECA's AEB allocation for the 2019/20 academic year and planned action.

Background

3. The devolution of powers and funding to address the provision of adult skills (currently known as Adult Education Budget (AEB)) from government was part of the West of England Devolution deal.
4. Essentially, these powers will enable WECA to improve alignment with local economic circumstances, more effectively meeting the needs of its businesses, residents and communities. In addition, reduced duplication and greater transparency will create economies of scale in the provider base, and a more rigorous measurement of outcomes to increase value for money and return on public investment.
5. Adult Education provision funded through WECA's devolved powers and funding will start on **1st August 2019**. An implementation period leading up to this point is required to enable provider applications, funding allocations, and agreements to be in place.
6. For the 19/20 academic year, WECA will pursue an approach that creates both a stable transition from national to local arrangements and prepare for future years.

Progress Update

7. **Devolution of powers:** The relevant order to enable devolution of powers and funding relating to AEB to WECA was laid before parliament on July 23rd 2018. The ministerial debate relating to the WECA order occurred on the 23rd October 2018, with orders made

on the 5th Nov 2018 and powers coming into force on the 6th November 2018. The powers relating to AEB are Combined Authority rather than Mayoral powers.

8. WECA has identified the required implementation resource for the indicative budget (and associated staffing resource) for the 2019/20 academic year. This was agreed unanimously by WECA committee on Friday 28th September 2018.
9. **Ensuring operational readiness:** for the 2019/20 academic year, WECA will determine which providers to fund (and how much) using a grant funding application process which will be open, transparent and without pre-determined outcomes. The AEB team is currently focussed on ensuring WECA is operationally ready for the application and allocations process. Between November 2018 and January 2019, WECA officers developed and finalised the paperwork to be used during the 2019/20 AEB Grant Funding Application Process alongside the key funding policy documentation based on current Employment and Skills Funding Agency (ESFA) processes.
10. On the 21st January 2019, and following conclusion of the consultation, the 2019/20 Grant Funding Application Process was triggered. This window will remain open until 3rd March 2019.
11. WECA continues to work with other Combined Authorities to engage jointly with Department of Education (DfE) and ESFA, sharing information on operational proposals and best practice.
12. **Consultation to date:** to ensure maximum transparency of approach, WECA has engaged extensively with the current AEB provider base. This has involved providing clarity over its intended funding approach and processes, and inviting feedback on proposals. The process has been generally positive and has helped build and strengthen relationships with providers. In December 2019, WECA ran a formal consultation process to ensure existing providers were aware of the process, access routes to grant funding, and timelines for applications for 2019/20.
13. **2019/20 Allocation:** WECA has been notified that its AEB allocation for the 2019/20 academic year is £14.7m. This allocation is based on previous actual delivery and is reflective of an underspend by the existing provider base including from some of the region's largest AEB providers. We understand that all other Combined Authorities have received a reduced budget for the same reasons.
14. Whilst acknowledging the methodology and how the position has been arrived at, WECA has serious concerns that the result will prevent it from achieving its long-term plans for AEB devolution. A meeting has been arranged with senior officials within DfE to raise these concerns and discuss options, including to increase the budget for 2020/21 onwards.

Next Steps and 2020/21 onwards

15. Once the Grant Funding Allocations Process has closed, draft allocations and funding agreements for the 19/20 will be prepared and presented to WECA Joint Committee. As stated above, the start of devolved delivery is from 1st August 2019.
16. The aim of the 19/20 transitional year is to effectively absorb devolved AEB functions, with all systems and processes set up to deliver a transition year. From year two

onwards, there is an opportunity for WECA to flex these arrangements to more effectively tailor funding towards local economic need.

17. The West of England Local Industrial Strategy and a supporting Employment & Skills Plan will in time provide the backdrop for determining a future approach to AEB devolution. Any approach will need to be clear about the economic rationale for changing the system and the benefits that will accrue.

Public Sector Equality Duties

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.

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.

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.

Finance Implications, including economic impact assessment where appropriate:

There are no financial implications arising as a result of this report.

Legal Implications:

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

Land/property implications

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

Human Resources Implications:

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

Recommendation:

That progress in relation to devolved AEB is noted.

West of England Combined Authority Contact:

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