

A meeting of the
WECA Overview & Scrutiny Committee

will be held on

Date: Wednesday, 2 October 2019

Time: 10.30 am

Place: Council Chamber, Bath Guildhall, High Street, Bath BA1 5AW

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

Cllr Brian Allinson, South Gloucestershire Council
Cllr James Arrowsmith, South Gloucestershire Council
Cllr John Ashe, South Gloucestershire Council
Cllr Stephen Clarke, Bristol City Council
Cllr Winston Duguid, Bath and North East Somerset
Cllr Geoff Gollop, Bristol City Council
Cllr Gary Hopkins, Bristol City Council
Cllr Carole Johnson, Bristol City Council
Cllr Hal MacFie, Bath and North East Somerset Council
Cllr Brenda Massey, Bristol City Council
Cllr Mhairi Threlfall, Bristol City Council

Copies to North Somerset Council representatives:

Cllr Nigel Ashton
Cllr Mike Bird
Cllr Huw James

Enquiries to:

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Temple Quay
Bristol, BS1 6EW
Email: democratic.services@westofengland-ca.gov.uk
Tel: 0117 332 1486

Members of the public may:

- 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 clear 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.
- 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 decision 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.
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OTHER LANGUAGES AND FORMATS

This information can be made available in other languages, in large print, braille or on audio tape.

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.

AGENDA

1. WELCOME & INTRODUCTIONS

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011

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

4. MINUTES OF PREVIOUS MEETING

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

5. ITEMS FROM THE PUBLIC (QUESTIONS; PETITIONS; STATEMENTS)

Questions:

Any member of the public can submit a maximum of 2 written questions. Questions should be addressed to the Chair of the committee and sent to democratic.services@westofengland-ca.gov.uk

For the 2 October meeting, questions must be submitted and received by the deadline of **5.00 pm on Thursday 26 September 2019**.

Under the direction of the Chair, wherever possible, written replies to questions will be sent to questioners by the end of the working day prior to the meeting.

Petitions / statements:

If you wish to present a petition or make a statement at this meeting, you are required to submit this in writing by 12 noon on the working day before the meeting to democratic.services@westofengland-ca.gov.uk

For the 2 October meeting, this means that your petition/statement must be submitted and received by **12 noon on Tuesday 1 October 2019**. Please note that one statement per individual is permitted.

Statements will be listed for the meeting in the order of receipt. In presenting a statement at the meeting, members of the public are generally permitted to speak for up to 3 minutes each if they so wish. The total time available for the public session at committee meetings is 30 minutes. Within the time available, every effort will be made to enable individuals to verbally present their statements; 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.

6. CHAIR'S BUSINESS / ANNOUNCEMENTS

7. 2018/19 CITY REGION DEAL PERFORMANCE (20 MINS)

Report enclosed.

8. EMPLOYMENT & SKILLS PLAN IMPLEMENTATION (20 MINS)

Report enclosed.

9. FUTURE BRIGHT PROJECT UPDATE (20 MINS)

Report enclosed.

10. INFRASTRUCTURE UPDATE - DELIVERY OF WECA INVESTMENT PROGRAMME / STRATEGIC PROJECTS & ESTABLISHMENT OF PROGRAMME MANAGEMENT OFFICE (10 MINS)

Report enclosed.

11. REVIEW OF 4 OCTOBER 2019 WECA COMMITTEE AND JOINT COMMITTEE REPORTS (40 MINS)

Report enclosed.

West of England Combined Authority WECA Overview & Scrutiny Committee

Wednesday, 17 July 2019, 10:45am
The Space, Keynsham Civic Centre

Present:

Cllr Brian Allinson, South Gloucestershire Council
Cllr James Arrowsmith, South Gloucestershire Council
Cllr John Ashe, South Gloucestershire Council
Cllr Stephen Clarke, Bristol City Council
Cllr Winston Duguid, Bath and North East Somerset
Cllr Geoff Gollop, Bristol City Council
Cllr Gary Hopkins, Bristol City Council
Cllr Carole Johnson, Bristol City Council
Cllr Hal MacFie, Bath and North East Somerset Council
Cllr Brenda Massey, Bristol City Council
Cllr Mhairi Threlfall, Bristol City Council

Also in attendance:

Cllr Huw James, North Somerset Council
Cllr Mike Bird, North Somerset Council

Officers in attendance:

Patricia Greer, Chief Executive
Shahzia Daya, Director of Legal & Democratic Services
Stephen Bashford, Head of Business and Skills
Rachel Pykett, Senior Policy Manager
Ian Hird, Democratic Services & Scrutiny Manager
Tim Milgate, Democratic Services Officer
David Carter, Director of Infrastructure
Jason Humm, Head of Transport
Lynda Bird, Head of Performance, Planning and Projects

Minutes

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| 1 | WELCOME & INTRODUCTIONS The Chair welcomed everybody to the meeting. |
| 2 | APOLOGIES FOR ABSENCE There were no apologies for absence. |
| 3 | DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011 There were no declarations of interest declared. |
| 4 | MINUTES OF PREVIOUS MEETING The minutes of the meeting held on 12 June 2019 were agreed as a correct record and signed by the Chair. |
| 5 | ITEMS FROM THE PUBLIC (PETITIONS; STATEMENTS; QUESTIONS) The following statements were received. The listed persons were all present at the meeting and submitted their statements orally. 1. David Redgewell, Transport Issues |

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| | <p>2. Christina Biggs, Transport Issues</p> <p>The Committee noted that the issue raised in the first statement regarding the potential removal of a bus lane at Hambrook near the M32 as part of a trial by South Gloucestershire Council to improve air quality raised a concern regarding an impact on bus service reliability at a time when the Combined Authority and all West of England authorities should be taking all possible action to promote bus and public transport use. The Committee therefore asked for reassurance that all authorities have been appropriately involved in discussions on this matter.</p> |
| 6 | <p>CHAIR'S BUSINESS / ANNOUNCEMENTS</p> <p>The Chair informed the meeting that Mayor Bowles had put forward a motion to the WECA Committee on Friday 19 July 2019 calling on the Combined Authority to declare a climate emergency. The wording of the motion had been circulated to the WECA Overview & Scrutiny Committee in advance of the meeting.</p> <p>The following comments were made:</p> <ul style="list-style-type: none"> • The Committee asked whether there was an accompanying action plan i.e. how would progress be monitored. In response, the Chief Executive stated that all actions are monitored through WECA's Business Plan. Each specific project had actions regarding the delivery of that scheme; • Every decision should be assessed against the climate emergency and carbon neutral target. Every project should contribute towards reducing the 2030 carbon neutral goal with the possibility of scrapping projects that did not meet the criteria. Each project could be listed with a 'plus' or 'minus' score; • It was not clear whether the West of England was the first Combined Authority to move such a motion and the Chief Executive would investigate further; • As different declarations had been made in different local authorities (Bristol City Council's for instance spoke about Scope 1 2 & 3) the Committee expected the Mayors and Leaders to reach common ground on the issue; • The Committee also requested that specific plans be brought back within six months and a regular progress report be brought to this Committee; • The Committee asked that its comments be passed to the WECA Committee meeting on Friday 19 July 2019. <p>Agreed: That, while broadly welcoming the motion submitted by Mayor Bowles calling on the Combined Authority to declare a climate emergency at the WECA Committee meeting, the additional comments made be passed onto the WECA Committee ahead of its decision making.</p> |
| 7 | <p>REVIEW OF 19 JULY WECA COMMITTEE & JOINT COMMITTEE REPORTS</p> <p>The Committee considered the reports being submitted for endorsement at the WECA Committee and Joint Committee meeting on 19 July 2019 and made comments thereon. The main points raised are set out below:</p> <p><u>WECA Committee Agenda:</u></p> <p><i>Item 11 - Combined Authority Governance & Constitution</i></p> <p>The WECA Committee was due to consider proposed changes to Combined Authority governance and constitution. There would be an overall reduction in the number of meetings</p> |

with four boards, the LEP Board and the WECA Overview & Scrutiny Committee all advising the main Committees. The following comments were made:

- Although broadly welcoming the governance proposals, the Committee expressed concern regarding late amendments sometimes made at the WECA Committee meetings, including at the last WECA Committee regarding Yate Park & Ride site, as this did not allow any proper pre-scrutiny;
- There was also concern regarding the public speaking arrangements with no changes proposed regarding allowing supplementary questions at the WECA Committee;
- Comments were also made regarding the call-in procedure and how such a 'call-in' was deemed 'reasonable';
- No special urgency arrangements had yet been invoked;
- It was also mentioned in regard to the pay policy that WECA's pay ratio was around 7:1. This was welcomed by Members.

Item 12 – Combined Authority and Mayoral budget outturn – April - May 2019

The WECA Committee was due to consider the forecast revenue and capital financial outturn budget monitoring information for the Combined Authority and the Mayoral budget for the financial year 2019/20 based on actual data for the period April 2019 to May 2019. The following comments were made:

- Malcolm Coe, Director of Finance stated that due to Treasury Management the Combined Authority's income had been higher than anticipated but as that function was moving in-house a small number of extra staff would now be needed;
- The AEB Budget had been fixed but a marker had been put down for future years, a situation that had also happened at other Combined Authorities;
- It was confirmed that there were no building society holdings and mainly short term investments had been made with local authorities. Other options were always considered but safety ratings were the guiding principle.

Item 13 – Integrated ticketing – Future work

The Combined Authority would receive a report on the proposed next stages of the Integrated Ticketing project. The report asked the committee to note the proposed initial drawdown of £300k to progress with the phase 1 officer support / potential external consultancy support, and delegate approval of the detail of the award through a Feasibility and Development funding application to the West of England Combined Authority Chief Executive in consultation with the West of England Chief Executives.

The report also sought agreement for the Combined Authority's Section 73 officer to lease equipment to small bus operators at less than the market rate as set out in the contactless upgrade Full Business Case and subject to state aid regulation compliance. The following comments were made:

- As London was ahead in terms of integrated ticketing was the West of England trying to emulate this? In response, it was noted that although First Bus was by far the biggest operator in the region, a number of other private operators would need to come on board with the scheme and this would have to be done through negotiation;
- What equipment would smaller bus operators need? In response to this question it was stated that the main equipment was smart/bank card readers and the technology existed already. However, it could not be enforced on any company unless the government passed legislation. Transport for London integrated ticketing was moving into the surrounding suburban areas outside London;

- The Authority had to act within the constraints of the Bus Act 2017 so the option was to persuade smaller operators that it was worth their while to join-up with any system (such as by potentially seeing an increase in their passenger numbers);
- It was stated however, that types of integrated tickets already existed locally such as the GWR Freedom Pass. However, this wasn't widely advertised;
- It was also mentioned that any system would have to be mindful of equalities duties and capture those without bank accounts or access to technology;
- The Committee stated that it was supportive of the smart ticketing/integrated ticketing initiative but it was important that the scheme was marketed properly;

Item 14 – Bus Infrastructure Delivery Update

The WECA Committee would receive a report seeking an in-principle agreement for the recruitment of a project management post to support the delivery of the bus infrastructure and complementary schemes. The report also provided an update for members on progress with the West of England bus strategy and the proposed next stages related specifically to bus infrastructure. The following comments were made:

- A trend had seen more bus services coming into the city centre and fewer cross-city services. It was noted that overall patronage was rising in the region in contrast to some other areas of the country;
- A concern was raised at the amount of time taken at each bus stop. Some people were not content about having to use smart cards. It was noted that boarding times had been shown as reducing significantly as there was now far less discussion needed with drivers, for example the First Bus MTicket App helped to reduce customer boarding time. The Real Time Passenger Information (RTPI) system would make use of existing technology. It was pointed out that European buses had different exit and entrance points which speeded up boarding and that this should be taken into account when designing new buses;
- A bus programme board would keep track of and integrate the large number of projects. Discussions with BCC regarding train and bus integration were also taking place.

[Councillor Allinson left the meeting at this point]

Item 15 – Investment Fund

The WECA Committee was being asked to note a four-year prioritised Investment Programme for the period up to March 2023. The report was also seeking approval for the latest Investment Fund feasibility, development and delivery funding, and for change requests for schemes within the current approved programme.

- Part of the proposal was to award an additional £1.3m to progress Mass Transit development. It was confirmed that this was for the development of the strategic outline business case to show that the plan was feasible and part of a standard process of any transport scheme. It was possible that the 'green light' given to progress the scheme could be given in around 3-4 years. A document that set out the various stages could be circulated;
- A question was raised regarding strategic Park and Ride sites and how these were prioritised? It was noted that this was all within the Joint Spatial Plan and the underpinning JLTP which set out the key priorities (M32, A38 north/south, etc) but that each individual scheme would have to go through the normal prioritisation process;
- No joint statement had been made on the Bristol Airport planning application received by North Somerset Council although long term improvements to the public transport

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| | <p>network was a priority.</p> <p><i>Item 16 – Employment and Skills Plan</i></p> <p>The WECA Committee would receive a report providing an overview of the Employment and Skills Plan and the process that had taken place to support its development, and seeking approval of the Plan. The following comments were made:</p> <ul style="list-style-type: none"> • The Committee would like to see more robust SMART targets/indicators being set so that progress could be measured. It was confirmed that a wide range of partners had been consulted on the Plan and although a number of comments were received the Authority had hoped for a few more. <p><i>Item 17 – Business Plan 2019/20 – Quarter 1 Progress Report</i></p> <p>The WECA Committee would receive a report providing an update on progress in delivering the West of England Combined Authority business plan for 2019/20 during quarter one (April – June 2019). The following comments were made:</p> <ul style="list-style-type: none"> • The committee would liked to have seen a RAG rating system so that scheme progress could be tracked. It was noted that this would be in the end of year report. An update to the next informal meeting was requested. <p>The WECA Overview & Scrutiny Committee also considered the reports being submitted to the Joint Committee on 19 July 2019. No comments were made.</p> <p>Agreed: That the WECA Overview & Scrutiny Committee’s comments on the WECA Committee and Joint Committee reports be formally submitted to the WECA Committee and Joint Committee as part of those Committees’ decision making process through the Chair’s report to those meetings.</p> |
| 8 | <p>OVERVIEW & SCRUTINY WORK PROGRAMME & AGENDA SETTING</p> <p>The Committee discussed its work programme. Formal meetings would continue to be held just before the main Committee meetings.</p> <p>A query was raised regarding how the WECA Overview & Scrutiny meeting could take a more active role in scrutinise LEP Board activities. It was replied that the Committee’s role included scrutiny of the LEP Board, with the Joint Committee being the ultimate decision taker in relation to LEP matters.</p> |

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REPORT TO: WECA OVERVIEW AND SCRUTINY COMMITTEE
DATE: WEDNESDAY, 2 OCTOBER 2019
REPORT TITLE: 2018/19 CITY REGION DEAL PERFORMANCE
DIRECTOR: MALCOLM COE, DIRECTOR OF INVESTMENT AND CORPORATE SERVICES
AUTHOR: CITY REGION DEAL BUSINESS RATES POOLING BOARD

Purpose of Report

- 1.1 This report provides a summary of the West of England's City Region Deal's pooled Business Rates performance for 2018/19, in accordance with the requirements of the Business Rates Pooling Principles Agreement.

Background / Issues for Consideration

- 2.1 Clause 10.2 of the Business Rates Pooling Board Constitution specifies the right for the Scrutiny Committee to receive an annual report on the performance of the Pool. This report also provides a summary of the Pool balances held (in Appendix A), and details of EDF funds distributed during the financial year.

Growth Performance

- 2.2 The 4UAs outturn growth performance for 2018/19 is shown in the table below, by Enterprise Area/Zone, including the new EZs for BANES and BCC (EDF2). This data forms the basis of the accounts closing entries for the City Region Deal. The Financial Statements for BANES and North Somerset Councils have been audited and finalised. The accounts of South Gloucestershire and Bristol City Council have not yet been finalised, however it is not anticipated that any outstanding points will impact on the figures presented below.

Growth Performance for 2018/19 and Estimated Growth for 2019/20

| Enterprise Area/Zone and UA | 2018/19 Budgeted Growth | 2018/19 Outturn Growth | 2018/19 Change since Budget | 2019/20 Budgeted Growth |
|---|-------------------------|------------------------|-----------------------------|-------------------------|
| | £'000 | £'000 | £'000 | £'000 |
| Bristol Temple Quarter EZ | 1,136 | 936 | -200 | 1,695 |
| Bristol Filton EA | 38 | 55 | 17 | 51 |
| Bristol Avonmouth EA | 3,948 | 4,344 | 396 | 4,854 |
| Total Bristol UA (EZ & EA) | 5,122 | 5,335 | 213 | 6,600 |
| Bath City Riverside EA/EZ | 569 | 714 | 145 | 446 |
| North Somerset Junction 21 EA (includes adjustment income re Port Cumulo) | 2,297 | 1,282 | -1,015 | 1,995 |
| SGC Severnside EA | 5,988 | 6,989 | 1,001 | 8,386 |
| SGC Emersons Green EA | 1,022 | 994 | -28 | 1,047 |
| SGC Filton EA | 3,716 | 3,817 | 101 | 4,260 |
| Total SGC EA | 10,726 | 11,800 | 1,074 | 13,693 |
| TOTAL | 18,714 | 19,131 | 417 | 22,734 |
| Bristol Temple Quarter Extension EZ | 0 | 0 | 0 | 0 |
| Bath & Somer Valley EZ | 18 | 0 | -18 | 0 |

2.3 The table shows £19.131m total outturn growth above baseline for 2018/19, representing an increase of £0.417m since the initial NNDR1 estimates were made. The main movements are explained as:

BCC – In the Temple Quarter EZ, the reduced growth relates largely to an increase in the mandatory reliefs granted to ratepayers, and to reductions in rateable value following successful ratepayer appeals to the Valuation Office. In Avonmouth, a number of new assessments were added to the rating list in the final quarter of 2018/19, with some backdating applicable.

BANES – The improved growth performance results mainly from a reduction in the provision held by the authority against the impact of appeals, following the withdrawal of two large ratepayer appeals. In the EZ, two properties were taken out of the rating list, then reinstated as zero rated, resulting in a refund and zero growth.

NSC – Significant rateable value reductions, with backdated impacts, have been experienced in the Port Cumulo area.

SGC – The favourable variance against budget in Severnside reflects in-year growth and development beyond that anticipated in January 2018 and yields in excess of estimates from new properties.

The growth estimate for 2019/20, based on each authority's initial budget is £22.734m.

- 2.4 The pooled business rates growth is used for three primary purposes:
- Tier 1 is a repayment to each authority to ensure it receives the same amount of funding that it would have received under the prevailing national business rates scheme.
 - Tier 2 represents payments (up to a total of £500m) into the Economic Development Fund (EDF), used to fund major projects across the region, as agreed by the Board.
 - Tier 3 is a further payment to each authority to mitigate local demographic and service pressures arising from the additional growth.
- 2.5 Within the 2018/19 accounts, the Pool distributed £1.677m of in-year Tier 2 EDF funds to authorities. This includes recognition of the following:
- Invest in Bristol & Bath revenue project – £0.746m
 - The Temple Quarter Enterprise Zone Investment Team revenue project – £0.287m
 - Bath Riverside Enterprise Team – £0.228m
 - The North Somerset Enterprise Technical College project – £0.150m
 - The Aztec West A38 project – £0.265m
- 2.6 Appendix B shows the current list of EDF schemes, indicating the status of their implementation, forecast year of completion and funding allocation. The summary shows that the EDF is funding capital schemes totalling £405.5m.

Changes to the Business Rates System

- 2.7 The government had previously stated its intention to reset Business Rates Baselines and move to 75% Business Rates Retention (BRR) for all local authorities from April 2020. This timescale was due to be in line with a multi-year spending review and funding settlement. The government has recently confirmed that 2020/21 will now be the subject of a one-year funding settlement and the Business Rates reset will be deferred until 2021/22. The current indication is that the West of England 100% BRR Pilot, which has been in place since April 2017, will continue for 2020/21.
- 2.8 It is expected that any new system from April 2021 will honour the commitments made under devolution arrangements and therefore that the City Region Deal would continue to retain and pool its business rates growth for the agreed 25 year period.

Consultation

- 3.1 This report has been prepared following discussion with WECA and other UA colleagues.

Other Options Considered

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

Risk Management/Assessment

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

Public Sector Equality Duties

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

Finance Implications, including economic impact assessment where appropriate:

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

Legal Implications:

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

Land/property implications

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

Human Resources Implications:

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

Recommendation:

It is requested that the WECA Overview & Scrutiny Committee:

- Note the 2018/19 Business Rates Pool growth performance and the balances held at 31 March 2019.
- Note the progress against the latest EDF 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 Quay, Bristol BS1 6EW; email: democratic.services@westofengland-ca.gov.uk

Appendix A

2018/19 Business Rates Pool – balances held

| Summary Pool Balances | B&NES £'000 | BCC £'000 | NSC £'000 | SGC £'000 | Combined £'000 |
|--|----------------|--------------|--------------|--------------|-------------------|
| Funds held by BRP at 1 April | 915 | 5,682 | 3,374 | 10,357 | 20,328 |
| NET Growth figure paid to BRP in year | 307 | 2,037 | 452 | 5,962 | 8,758 |
| Funds held by BRP at 31 March | 1,222 | 7,720 | 3,825 | 16,319 | 29,086 |
| made up of: | | | | | |
| - Cash for approved live schemes, but not yet paid | 150 | 943 | 475 | 1,983 | 3,552 |
| - Cash for future schemes which have not yet received full approval | 1,019 | 6,388 | 3,215 | 13,427 | 24,048 |
| - Cash held as contingency against future uncertainties | 53 | 388 | 136 | 908 | 1,486 |
| (Note that these balances are presented in the proportions in which the funds were paid into the Pool) | | | | | |

Appendix B

Economic Development Fund Programme

| Lead Authority | Scheme | Status | Completion Forecast Year | Current Allocation (£m) | Current Spend to 2018/19 (£m) | Payments from EDF |
|----------------|---|--------------------------------------|------------------------------|-------------------------|-------------------------------|-------------------|
| B&NES | East of Bath Transportation Improvements | Programme Entry | Not yet approved or profiled | 6.500 | 0 | 0 |
| B&NES | Bath Quays North and South | Programme Entry | 2022/23 | 10.632 | 0 | 0 |
| B&NES | Bath Quays North Infrastructure Development Works | Approved | 2024/25 | 23.879 | 0 | 0 |
| B&NES | Bath Riverside Enterprise Zone Team | Approved | 2020/21 | 0.685 | 0.228 | 0 |
| BCC | TQEZ Infrastructure Programme | Approved RIF scheme (repaid by EDF) | 2020/21 | 20.850 | 18.462 | 0 |
| BCC | The Bristol Arena | Conditional approval | 2020/21 | 53.000 | 0 | 0 |
| BCC (WECA) | Invest in Bristol & Bath | Approved | 2019/20 | 5.000 | 3.539 | 1.938 |
| BCC | TQEZ Programme Team | Approved | 2019/20 | 2.500 | 1.764 | 0.500 |
| BCC | Central Bristol & TQEZ Flood Defence | Programme Entry | Not yet approved or profiled | 10.000 | 0 | 0 |
| BCC | M32 Park & Ride | Programme Entry | Not yet approved or profiled | 20.000 | 0 | 0 |
| BCC | Engine Shed 2 | Requires substitution | 2021/22 | 0 | 0 | 0 |
| NS | North Somerset Enterprise Technical College | Completed | 2016/17 | 1.525 | 1.525 | 0.375 |
| NS | Avoncrest & Hutton Moor Regeneration Phase 1 | Programme Entry | 2021/22 | 15.000 | 0 | 0 |
| NS | NSC Flagship | Programme Entry | Not yet approved or profiled | 22.639 | 0 | 0 |
| SGC | A38/A4174 Widening Works & Gypsy Patch Lane/Aztec West Roundabout | Completed RIF scheme (repaid by EDF) | 2016/17 | 1.500 | 1.500 | 0.376 |
| SGC | MetroBus Extension to Cribbs Causeway | Programme Entry | 2021/22 | 35.000 | 0 | 0 |
| SGC | Aztec West Roundabout | Approved | 2017/18 | 0.370 | 0.072 | 0 |
| SGC | SGC Flagship | Programme Entry | Not yet approved or profiled | 19.235 | 0 | 0 |
| SGC | M49 Junction & Link Road | Programme Entry | Not yet approved or profiled | 22.000 | 0 | 0 |
| SGC | M32 Junction 1 | Programme Entry | Not yet approved or profiled | 0.750 | 0 | 0 |
| SGC | Superfast Broadband | Programme Entry | Not yet approved or profiled | 2.700 | 0 | 0 |
| Joint | Metro West Phase 2 | Programme Entry | 2023/24 | 39.900 | 0 | 0 |
| NSC | Metro West Phase 1 | Programme Entry | 2023/24 | 26.079 | 0 | 0 |
| Joint | Avonmouth /Sevenside Flood Mitigation and Ecology Development | Completed | 2019/20 | 1.900 | 1.860 | 0 |
| Joint | Avonmouth /Sevenside Flood Mitigation & Ecology | Approved | 2025/26 | 63.900 | 1.470 | 0 |
| Total | | | | 405.544 | 27.323 | 3.189 |

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2018/19 CITY REGION DEAL PERFORMANCE

Page 19

Overview and Scrutiny Committee 2 October



Economic Development / Local Growth Funds

- £500 EDF. 25 Years based on Business Rate Growth generation;
- Local Growth Fund:
 - £202m Government Grant Funded;
 - Must be spent by March 2022;
 - Deliver Economic Growth;
 - Currently over-programmed by £11.8m;
- Unclear on successor to LGF beyond March 2023 - Shared Prosperity Fund?;

WEST OF ENGLAND CITY DEAL

- Agreement in 2012 between Government, the WoE authorities (including North Somerset) and the WoE LEP;
- Increased local financial flexibility and freedoms in exchange for a focussed programme of investment to deliver economic growth;

Included within Growth Incentive:

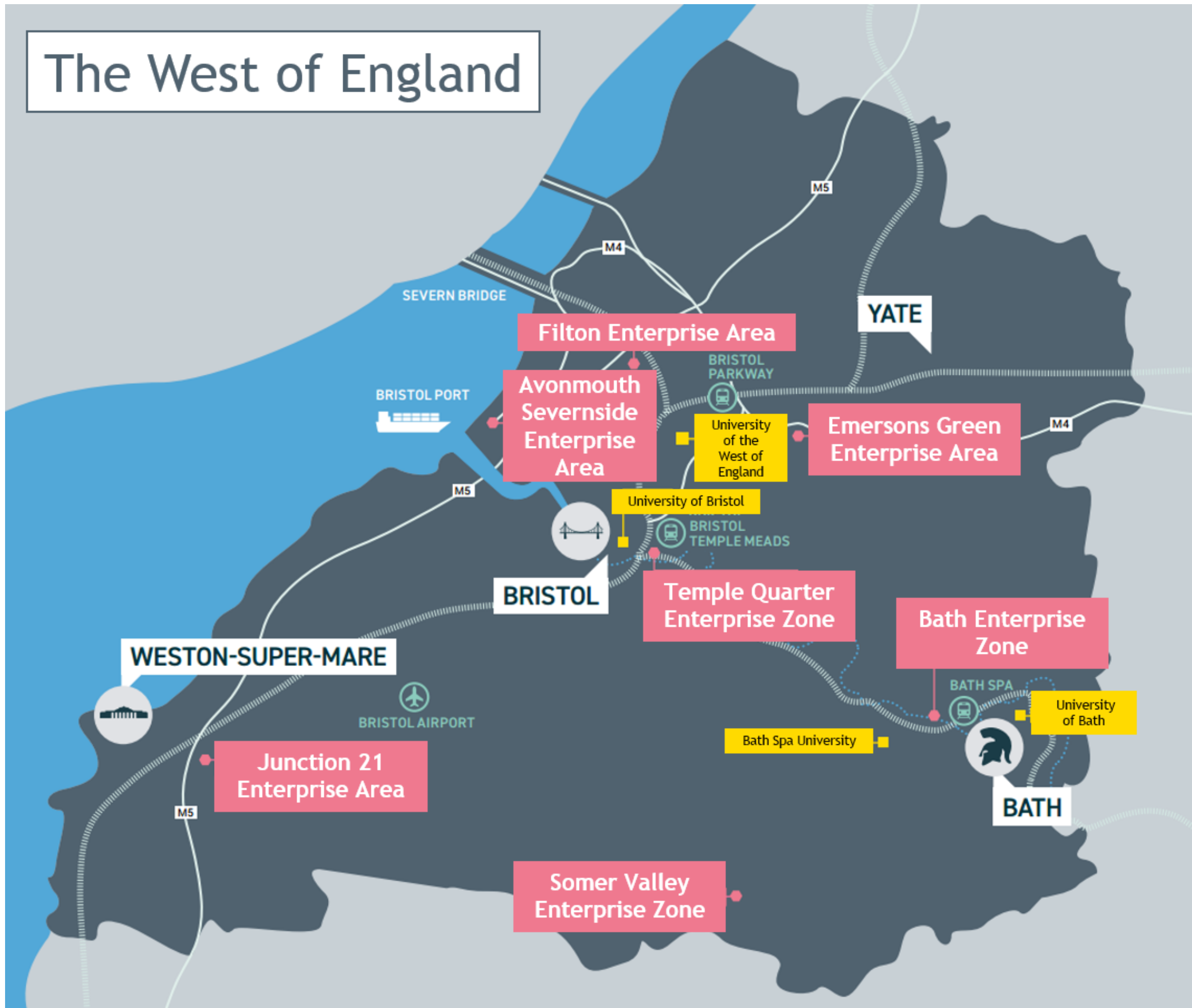
Government will:

“Provide a licensed exemption from the effects of the resets and levies of the local government finance system in five Enterprise Areas over 25 years (starting April 2014), enabling the West of England to retain 100% of business rates growth in these areas.”

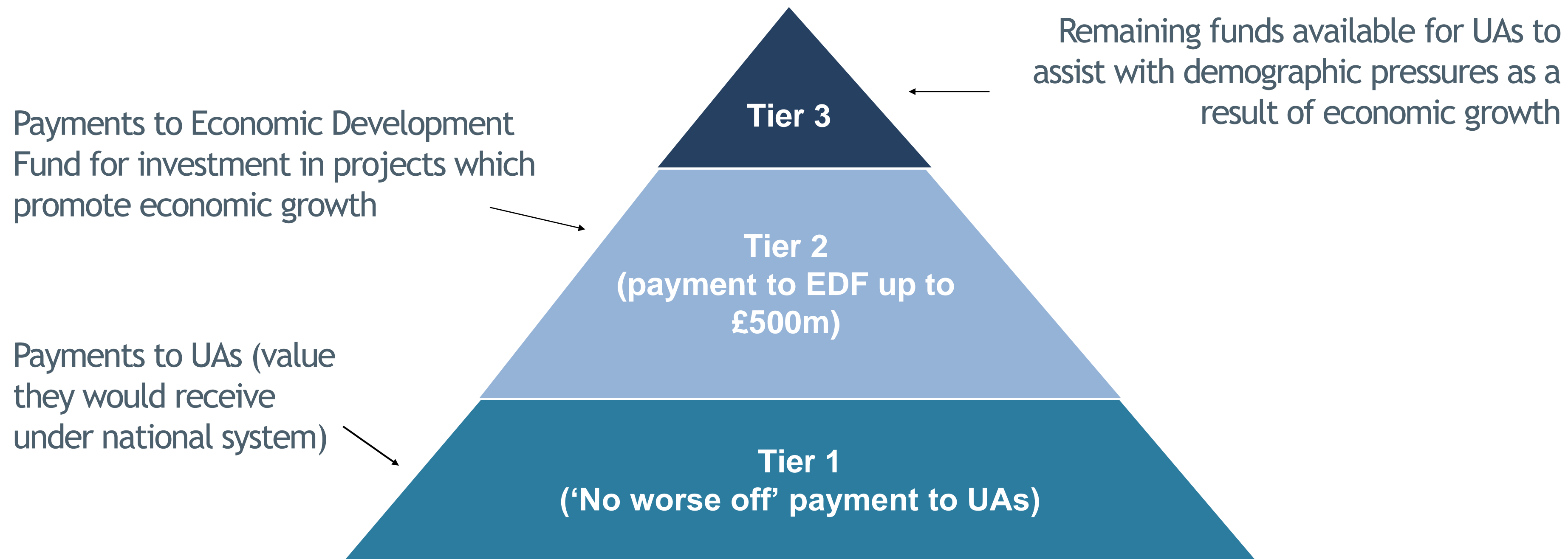
Local authorities will:

“Pool the business rate growth from these five Enterprise Areas alongside that from the existing Enterprise Zone...”

The West of England



EDF - POOL DISTRIBUTION



POOLING PRINCIPLES

1. No Local Authority should be worse off under the Growth Incentive deal than they would be under the national resource system.
2. Pooling arrangements will be in place for 25 years - the Pooling Agreement comes into effect on 1 April 2014 and will operate for 25 years until 31 March 2039.
3. As the business rate pool is a local government funding stream, full accountability and decision making rests with the local authorities.
4. Surplus contributions from the pool to each UA to meet additional demographic / other pressures will be based on a system which is proportionate and equitable (growth/housing).
5. **Business Rates Pooling Board to manage the pool (reporting to scrutiny)**

Economic Development Fund Allocations

1. Based on estimated growth within the Enterprise Areas;
2. Fully programmed over 25 years;
3. Timing of capital spend matched with estimated business rates retained;
4. Temple Quarter and Somer Valley added later as EDF 2 - ring-fenced to performance in those specific zones;
5. Value for each council based on their specific growth predictions;
6. Right of 'substitution' should any scheme default / under / overspend

Economic Development Fund Programme as at Sept '19

| Lead Authority | Scheme | Status | Completion Forecast Year | Current Allocation (£m) | Current Spend to 2018/19 (£m) | Payments from EDF |
|----------------|---|--------------------------------------|------------------------------|-------------------------|-------------------------------|-------------------|
| B&NES | East of Bath Transportation Improvements | Programme Entry | Not yet approved or profiled | 6.500 | 0 | 0 |
| B&NES | Bath Quays North and South | Programme Entry | 2022/23 | 10.632 | 0 | 0 |
| B&NES | Bath Quays North Infrastructure Development Works | Approved | 2024/25 | 23.879 | 0 | 0 |
| B&NES | Bath Riverside Enterprise Zone Team | Approved | 2020/21 | 0.685 | 0.228 | 0 |
| BCC | TQEZ Infrastructure Programme | Approved RIF scheme (repaid by EDF) | 2020/21 | 20.850 | 18.462 | 0 |
| BCC | The Bristol Arena | Conditional approval | 2020/21 | 53.000 | 0 | 0 |
| BCC (WECA) | Invest in Bristol & Bath | Approved | 2019/20 | 5.000 | 3.539 | 1.938 |
| BCC | TQEZ Programme Team | Approved | 2019/20 | 2.500 | 1.764 | 0.500 |
| BCC | Central Bristol & TQEZ Flood Defence | Programme Entry | Not yet approved or profiled | 10.000 | 0 | 0 |
| BCC | M32 Park & Ride | Programme Entry | Not yet approved or profiled | 20.000 | 0 | 0 |
| BCC | Engine Shed 2 | Requires substitution | 2021/22 | 0 | 0 | 0 |
| NS | North Somerset Enterprise Technical College | Completed | 2016/17 | 1.525 | 1.525 | 0.375 |
| NS | Avoncrest & Hutton Moor Regeneration Phase 1 | Programme Entry | 2021/22 | 15.000 | 0 | 0 |
| NS | NSC Flagship | Programme Entry | Not yet approved or profiled | 22.639 | 0 | 0 |
| SGC | A38/A4174 Widening Works & Gypsy Patch Lane/Aztec West Roundabout | Completed RIF scheme (repaid by EDF) | 2016/17 | 1.500 | 1.500 | 0.376 |
| SGC | MetroBus Extension to Cribbs Causeway | Programme Entry | 2021/22 | 35.000 | 0 | 0 |
| SGC | Aztec West Roundabout | Approved | 2017/18 | 0.370 | 0.072 | 0 |
| SGC | SGC Flagship | Programme Entry | Not yet approved or profiled | 19.235 | 0 | 0 |
| SGC | M49 Junction & Link Road | Programme Entry | Not yet approved or profiled | 22.000 | 0 | 0 |
| SGC | M32 Junction 1 | Programme Entry | Not yet approved or profiled | 0.750 | 0 | 0 |
| SGC | Superfast Broadband | Programme Entry | Not yet approved or profiled | 2.700 | 0 | 0 |
| Joint | Metro West Phase 2 | Programme Entry | 2023/24 | 39.900 | 0 | 0 |
| NSC | Metro West Phase 1 | Programme Entry | 2023/24 | 26.079 | 0 | 0 |
| Joint | Avonmouth /Sevenside Flood Mitigation and Ecology Development | Completed | 2019/20 | 1.900 | 1.860 | 0 |
| Joint | Avonmouth /Sevenside Flood Mitigation & Ecology | Approved | 2025/26 | 63.900 | 1.470 | 0 |

Total **405.544** **27.323** **3.189**

Funding Flexibility across the Region

| Funding Stream | £m | Narrative |
|-------------------------------|--------------|---|
| Local Growth Fund | 202 | Grant funded to be used by Mar '19 |
| Economic Development Fund | 500 | 25 years business rates retention up to 2040 |
| Revolving Infrastructure Fund | 57 | Specific schemes that pay back into the fund |
| Investment Fund (WECA) | 900 | 30 years at £30m p.a. to deliver growth |
| Transforming Cities Fund | 103 | Major transport schemes to be spent by Mar'23 |
| | 1,762 | |

- Objective to maximise investment to the region - moving more to a 'single pot' approach to utilising (£1.76bn) funding;
- Schemes have been 'swapped' between LGF and EDF; e.g. MetroWest 1 swap with CPME MetroBus;
- Although complication of 3 vs 4 Councils and different Committees...

Report on Business Rates Performance

- Amion model used to understand BR impact of growth projects;
- Regularly updated and reviewed by WoE Technical Officers;
- Summary Points from October '19 report;
 - Overall 2018/19 growth £19.1m - ahead of target by £417k;
 - Particularly strong growth in SGC Enterprise Areas;
 - There are fluctuations between individual zones / UAs;
 - Pool remains vulnerable to mandatory changes, valuations & appeals

Growth Performance for 2018/19 and Estimated Growth for 2019/20

| Enterprise Area/Zone and UA | 2018/19 Budgeted Growth | 2018/19 Outturn Growth | 2018/19 Change since Budget | 2019/20 Budgeted Growth |
|---|-------------------------------|------------------------------|--------------------------------------|-------------------------------|
| | £'000 | £'000 | £'000 | £'000 |
| Bristol Temple Quarter EZ | 1,136 | 936 | -200 | 1,695 |
| Bristol Filton EA | 38 | 55 | 17 | 51 |
| Bristol Avonmouth EA | 3,948 | 4,344 | 396 | 4,854 |
| Total Bristol UA (EZ & EA) | 5,122 | 5,335 | 213 | 6,600 |
| Bath City Riverside EA/EZ | 569 | 714 | 145 | 446 |
| North Somerset Junction 21 EA (includes adjustment income re Port Cumulo) | 2,297 | 1,282 | -1,015 | 1,995 |
| SGC Severnside EA | 5,988 | 6,989 | 1,001 | 8,386 |
| SGC Emersons Green EA | 1,022 | 994 | -28 | 1,047 |
| SGC Filton EA | 3,716 | 3,817 | 101 | 4,260 |
| Total SGC EA | 10,726 | 11,800 | 1,074 | 13,693 |
| TOTAL | 18,714 | 19,131 | 417 | 22,734 |
| Bristol Temple Quarter Extension EZ | 0 | 0 | 0 | 0 |
| Bath & Somer Valley EZ | 18 | 0 | -18 | 0 |

Looking Forwards...

- Pooled Business Rates Growth estimated as £22.7m for 2019/20;
- New National 75% Business Rates Retention from April 2021;
- New National system should not impact on the WoE City Deal Pool but...
- The Combined Authority has 100% BRR Pilot - £14.6m p.a. for the region;
- This relates to growth retention beyond the Enterprise Areas;
- There will be impact on WECA core capacity budget (£1.2m) and reductions in individual council revenue budgets from 2021/22)



REPORT TO: WECA OVERVIEW AND SCRUTINY COMMITTEE

DATE: 2 October 2019

REPORT TITLE: EMPLOYMENT & SKILLS PLAN IMPLEMENTATION

DIRECTOR: STEPHEN BASHFORD

AUTHOR: RACHEL PYKETT

Purpose of Report

- 1 This report provides an update on implementation of the West of England Employment and Skills Plan.

Background / Issues for Consideration

- 2 The Employment and Skills Plan (E&S Plan) was approved by WECA and Joint Committee in July. A full implementation plan is in development. This paper provides an update on progress to date in delivering on the ambition of the plan.
- 3 The E&S Plan contains 11 initial actions that have been agreed for the region alongside a set of outcomes that we will be tracking to ensure the plan is contributing to achieving our regional ambition to drive clean and inclusive growth. This paper provides an initial update on progress against the 11 actions in the plan.
- 4 To provide oversight for the delivery of the E&S Plan, a Skills Advisory Panel (SAP) is being established, ensuring we have expert oversight in place to continue building our understanding of the current and future labour market.

PROGRESS UPDATE: IMPLEMENTING THE WEST OF ENGLAND EMPLOYMENT AND SKILLS PLAN

- 5 As highlighted above, the E&S Plan sets out 11 initial actions to deliver on our collective ambition that *'By 2036, the West of England will be internationally recognised for its sustainable, inclusive and diverse economy, providing a high quality of life, prosperity and opportunities for all its residents. Our people will be skilled, healthy and able to access pathways of opportunity to achieve their potential. Our businesses will play an active role in shaping employment and skills provision across the region and they will be able to find the skills and talent they need to innovate, add greater value and thrive.'*

- 6 To help us understand if the action we are taking is having impact, the plan identified a range of outcome measures that we will track over the coming years. Table 1 sets out the baseline position against these measures. A reporting schedule will be agreed with the SAP once this Panel is in place.
- 7 Each project developed under the plan will have its own set of outcome metrics but each will feed into the headline outcomes the region has agreed it would like to see, ensuring the plan is delivering positive outcomes for local residents and businesses.

TABLE 1: E&S PLAN OUTCOME MEASURES

| INDICATOR | BASELINE |
|--|---|
| 1. Increase the proportion of 16-18 year olds in education, employment or training (EET) | 6.6% of 16 and 17 year olds were not in education, employment or training at the end of 2017 (Source: DfE) |
| 2. Increase the educational attainment among young people | The average attainment 8 score was 46.2 for all pupils in 2017/18 (Source: DfE) |
| 3. Increase the proportion of young people (KS5) progressing to any sustained education destination | 53% of students progressed to a sustained education destination after key stage 5 (state funded mainstream schools and colleges) in 2016/2017 (Source: DfE) |
| 4. Increase the proportion of young people (KS5) progressing to higher education destinations | 41% of students progress to Higher Education (level 4 and above) after key stage 5 (stage funded mainstream schools and colleges) in 2016/17 (Source: DfE) |
| 5. Reduce the number of people who are unemployed or inactive but wish to work | In Dec 2018 there were 20,500 people unemployed in the West of England and 27,300 who were inactive who wanted a job, therefore 47,800 in this group (Source: Annual Population Survey) |
| 6. Significantly increase the proportion of people with Level 2+ qualifications | In Dec 2018, 18.2% (133,000) of 16-64 year olds did not have a Level 2 qualification (Source: Annual Population Survey) |
| 7. Increase the proportion of people with Level 3+ qualifications | In Dec 2018, 66.5% of 16-64 year olds had a Level 3 or higher qualification (Source: Annual Population Survey) |
| 8. Increase the proportion of people with Level 4+ qualifications | In Dec 2018, 46.3% of 16-64 year olds had a Level 3 or higher qualification (Source: Annual Population Survey) |
| 9. Decrease the proportion of people earning less than the Living Wage | 19% of workers received less than the Real Living Wage (gross hourly pay, total workers, workplace analysis) in 2018. (Source: Annual |

| | |
|---|--|
| | Survey of Hours and Earnings, https://www.livingwage.org.uk/calculation |
| 10. Increase median earnings | In 2018, the median gross hourly pay was £13.30 (Source: Annual Survey of Hours and Earnings) |
| 11. Increase the proportion of employees supported by their employer to receive training | In 2017, 66.09% of staff received training from their employer (Source: Employer Skills Survey) |
| 12. Reduce the number of employers with Hard to Fill Vacancies | In 2017, 13% of establishments had at least one vacancy that was hard to fill (Source: Employer Skills Survey) |
| 13. Significantly increase take up apprenticeships | In 2017/19 7,590 people completed an apprenticeship in WECA (Source: SFA, Statistical First Release) |
| 14. Increase GVA/hour worked | In 2017, the GVA per hour worked was £33.7 in the West of England (Source: ONS) |

- 8 Activity is already underway against a number of the initial strategic actions that were agreed in the E&S Plan. The table below provides a brief update. A full E&S Implementation Plan is in development, which will provide detail on the proposed activity and timescales for those actions where we do not yet have plans in place.

TABLE 2: E&S PLAN STRATEGIC ACTIONS, PROGRESS UPDATE

| ACTION | PROGRESS TO DATE | NEXT STEPS | NEXT KEY MILESTONE |
|--|---|---|--|
| <p>1. Work towards a more integrated regional skills function (providing intelligence and co-ordination)</p> | <ul style="list-style-type: none"> Proposals for establishment of SAP developed Work underway to explore data and intelligence in place across region Analysis of future labour market trends by sectors and occupations planned | <ul style="list-style-type: none"> SAP membership and ToR to be agreed at first meeting in October Meet with relevant UA analysts to map current picture and gaps in our intelligence base | <ul style="list-style-type: none"> Initial meeting Oct 2019 Initial meetings within 6 weeks |
| <p>2. Co-design activities which challenge and support our schools to improve outcomes and raise aspiration among young people</p> | <ul style="list-style-type: none"> Not yet started, action to be framed through E&S Implementation Plan development CIAG project detailed below will help inform this action | <ul style="list-style-type: none"> Full E&S Implementation Plan to be developed | |
| <p>3. Enhance careers education, advice and guidance through expansion of the Careers Hub model</p> | <ul style="list-style-type: none"> Careers Hub expansion bid successful, circa £200K per annum investment to ensure progress against government's Gatsby Benchmarks. 74/76 Schools and Colleges across region have signed a MOU and meetings with all head teacher completed Eight cornerstone employers signed-up to support Hub activity Scope for an initial research project to help understand current strengths and challenges associated with CIAG provision has been | <ul style="list-style-type: none"> Meetings with each new institution signed up to the Careers Hub underway Continued drive to recruit to a diverse Enterprise Advisers network to link with schools/colleges | <ul style="list-style-type: none"> Establish new stakeholder engagement strategy and revised governance Investment Fund decision (Oct) |

| | | | |
|--|---|---|--|
| | developed to unlock Investment Fund allocation | <ul style="list-style-type: none"> Investment Fund decision due October 2019 | <ul style="list-style-type: none"> Appointment of research capacity |
| 4. Secure investment for a community grant scheme for projects targeting local need or specific hard to reach groups | <ul style="list-style-type: none"> Not yet started, action to be framed through E&S Implementation Plan development | <ul style="list-style-type: none"> Full E&S Implementation Plan to be developed | |
| 5. Infrastructure to connect people to employment and skills opportunities | <ul style="list-style-type: none"> West of England Institute of Technology (IoT) – funding from DfE (£14m) confirmed with WECA Investment (£0.5m) for development phase. FE/HE/Business consortium led by Weston College. Will utilise existing facilities and provide a virtual platform to ensure STEM education and training at Level 4 and above responds to workforce development needs. Full E&S Implementation Plan to be developed | <ul style="list-style-type: none"> Contract award completion and soft launch of IoT planned Appraisal of existing HE/FE capital investment and future plans being planned | |
| 6. Support effective retraining opportunities across the region | <ul style="list-style-type: none"> Women into Digital, Jobs, Education & Training (WIDJET) a programme to support 350 women develop new digital skills is now operating. Initial £350K investment. Over 150 women have been engaged to date. Mix of delivery partners including Bath College, boomsatsuma, DOT PROJECT, Knowle West Media Centre, and Maiden Academy Roll out of National Retraining Scheme in the West of England coming soon | <ul style="list-style-type: none"> Continued engagement activity Learning from WIDJET is being captured, to help inform plans for future activity. | |

| | | | |
|---|--|--|--|
| 7. Develop Future Bright Plus | <ul style="list-style-type: none"> • Full business case for expansion of Future Bright programme developed, building on evidence of impact achieved through initial pilot • The project will invest £3.6m over 3 years to kick-start career progression for 4,000 residents with income increase for 25% of participants at a total of £7.2 million over 7 years. | <ul style="list-style-type: none"> • Business Case to be considered by WECA Committee Oct 2019. | <ul style="list-style-type: none"> • Anticipated start date for FB Plus – April 2020. |
| 8. Development of the Apprenticeship Hub | <ul style="list-style-type: none"> • Analysis of existing provision and best practice underway. | <ul style="list-style-type: none"> • Full scoping study and options to be developed. | |
| 9. Develop an Adult Education Budget Commissioning Strategy | <ul style="list-style-type: none"> • 2019/20 AEB delivery has now commenced for circa £15m investment in adult skills across the WECA area • Learning from provision this year will help shape an AEB Commissioning Strategy, with more fundamental change anticipated post 2021 | <ul style="list-style-type: none"> • Prepare for mid-year reconciliation point • Development of 20/21 allocations process • Identification of initial changes for 2020/21 onwards. | <ul style="list-style-type: none"> • Mid-year reconciliation point • Development of AEB data management resources |
| 10. Develop initiatives to help employers plan for skills needs of the future (i.e. Workforce for the Future, Growth Hub) | <ul style="list-style-type: none"> • Workforce for the Future (WFTF) is an £8m programme that will work with SMEs to improve their future skills planning. Full funding anticipated to be secured soon • An initial project, focused on supporting development of Creative Careers (aligned to opening of Channel 4 Creative Hub), is due to begin operating in November | <ul style="list-style-type: none"> • Launch of Creative Careers programme • Development of further work packages underway • Confirmation of full funding expected over coming months. | <ul style="list-style-type: none"> • Calls for other WFTF funded projects will commence before Christmas and then at regular intervals throughout 2020. |

| | | | |
|---|--|--|---|
| <p>11. Supporting key growth sectors and innovation</p> | <ul style="list-style-type: none"> • The LIS set out proposals for the Global Centre of Innovation Excellence (GCIE). As detailed in the innovation update to the LEP Board, work to progress the GCIE is underway. Talent development will be integral to realising ambitions • Digital Engineering Technology Institute (DETI) project has established separate workforce development strand led by UWE • Development of 'Working Well Institute' continues – partnership between B&NES, University of Bath, Bath Spa and Bath College • Creative Careers project included above | <ul style="list-style-type: none"> • Further development of GCIE concept and complementary skills interventions | <ul style="list-style-type: none"> • Tangible progress in business case development by end of 2019 |
|---|--|--|---|

- 9 Plans in relation to the actions that have not yet started will be developed over the coming months.

NEXT STEPS

- 10 A full implementation plan is in development, this will set out next steps for delivering actions that have not yet been started.
- 11 The SAP will be established over the coming weeks. This Panel will provide ongoing oversight and expert insight to support the delivery of the E&S Plan.

RECOMMENDATION –

That this update report be noted.

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 Quay, Bristol BS1 6EW; email: democratic.services@westofengland-ca.gov.uk



WEST OF ENGLAND COMBINED AUTHORITY

OVERVIEW AND SCRUTINY COMMITTEE – 2 OCTOBER 2019

FUTURE BRIGHT UPDATE

DIRECTOR: STEPHEN BASHFORD, HEAD OF BUSINESS & SKILLS

AUTHOR: SUE DOBSON, PROJECT MANAGER FUTURE BRIGHT

Purpose

1. To update the committee on the progress of the Future Bright project and the proposal to progress the project beyond the pilot stage as “Future Bright plus”.

Summary

2. The Future Bright project was set up as an innovation pilot project in 2018, through a £4m award from the Department of Work and Pensions (DWP). The project is managed by WECA and has been jointly developed for delivery in partnership with Bristol City Council, Bath & North East Somerset Council and South Gloucestershire Council.

3. The project has worked to support residents across these authority areas who are in work, on low incomes and receiving benefits with career progression, providing holistic support to help overcome a wide range of life challenges so that individuals are empowered to make progress.

4. Key outcomes and impacts from the project have included:

- * 1,300 participants with action plans
- * Over 300 participants increasing their skills
- * 67% of participants making positive progress, measured against 12 outcomes

5. Stephen Bashford, WECA Head of Business and Skills and Sue Dobson, Future Bright Project Manager will attend the 2 October Overview and Scrutiny Committee meeting to give a detailed presentation on the progress of the project and next steps. A copy of the presentation is included at Appendix 1.

6. DWP funding for the pilot is due to end in March 2020, and with no confirmation of further funds from DWP, there is a risk the delivery architecture will fall away. The continuation of Future Bright is recognised as a priority within the Employment and Skills Plan and on this basis a Full Business Case has been submitted by WECA seeking £3.6m from the Investment Fund, which would be drawn from the £30m allocation for business and skills and enable a seamless transition when DWP funding ends. This builds on the lessons learned from the pilot phase. As part of the Investment Fund report submitted to its 4 October meeting, the WECA Committee will consider a recommendation seeking approval of the Full Business Case for Future Bright Plus (which is published on the WECA [website](#))

RECOMMENDATION:

That this update report be noted.

Appendices:

Appendix 1 – Future Bright Plus (presentation)

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 Quay, Bristol BS1 6EW; email: democratic.services@westofengland-ca.gov.uk

Future Bright Plus

Page 41

Sue Dobson
Project Manager

Future Bright Innovation Pilot

- West of England Combined Authority Innovation Pilot 2018-2020
- Local Authority joint working
- In-work progression, individuals and employers

£4million

DWP funding



400

Employers



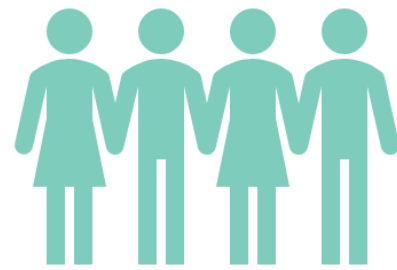
3000

Participants

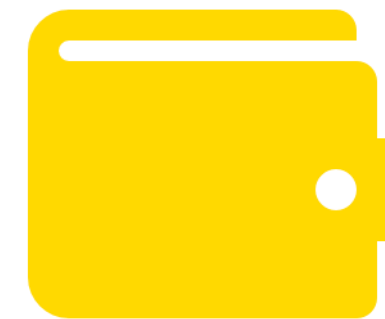
What is on offer for residents?

- Support: Dedicated Career Coach
- Advice: Information and practical solutions
- Skills: Tailored training and development
- £ Personal Budget: For training or overcoming barriers

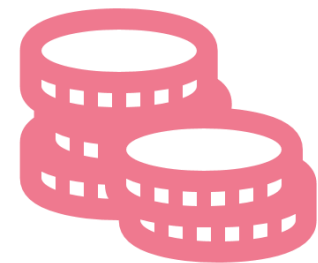
Future Bright Outcomes



1,300 participants with action plans



£400 increase in monthly income



£400,000 social return on investment



98% would recommend Future Bright

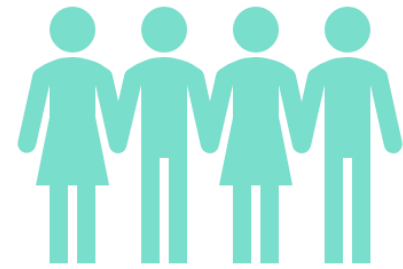


Over 300 participants increased their skills



67% of participants made positive progress, measured against 12 outcomes

Future Bright Impact



Improved awareness of support and use of aligned services



Increased incomes, reducing dependency on benefits



Increased skills, including employability, job search and job specific skills

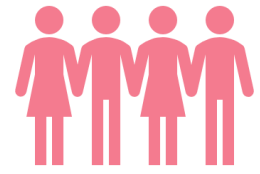


Increased motivation and job satisfaction, promoting sustainability of employment



Increased health and wellbeing, generating significant social value

Learning for Future Bright Plus



Wider eligibility with low incomes added



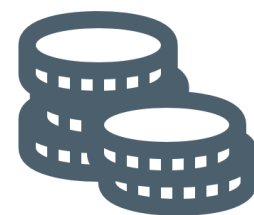
Longer and specialist support for multiple and complex barriers



Value of central marketing campaign

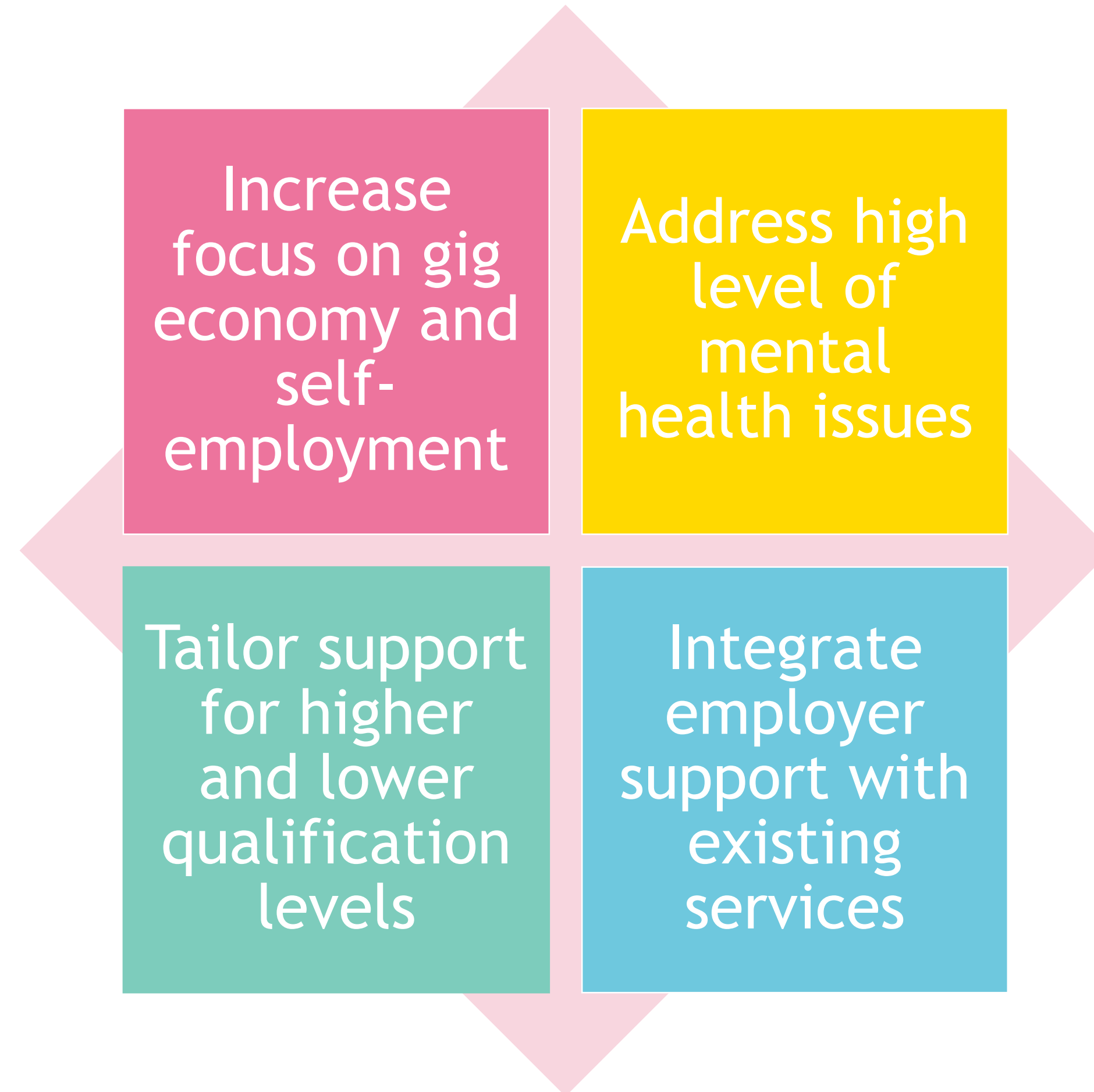


Importance of partnership working for referral routes



Value of flexible personal budget

Interim Evaluation Recommendations



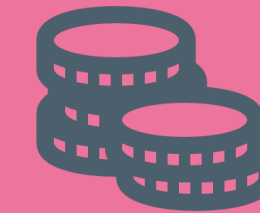
WECA Strategic Fit



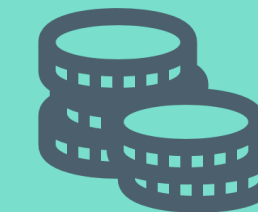
Future Bright Plus Targets

- 4,000 receive information, advice and signposting
- 4,000 children benefit indirectly
- 2,400 achieve one or more action plan goals
- 1,600 positive shift in progress tracker
- 1,000 enter training or education
- 1,000 report improved health and wellbeing
- 600 have increased incomes

£7.2 million
Increased income



£4.4 million
Social value



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REPORT TO: WECA OVERVIEW AND SCRUTINY COMMITTEE

DATE: 2 October 2019

REPORT TITLE: INFRASTRUCTURE UPDATE – DELIVERY OF WECA INVESTMENT PROGRAMME / STRATEGIC PROJECTS & ESTABLISHMENT OF PROGRAMME MANAGEMENT

DIRECTOR: MALCOLM COE – DIRECTOR OF INVESTMENT AND CORPORATE SERVICES. DAVID CARTER – DIRECTOR OF INFRASTRUCTURE

AUTHOR: KATHRYN VOWLES – HEAD OF CAPITAL DELIVERY

Purpose of Report

- 1 The propose of this report is to update the Overview and Scrutiny Committee on the delivery of the WECA investment programme, and the establishment of a Programme Management Office (PMO).

Background / Issues for Consideration

- 2 The WECA Investment Fund Committee paper (19 July 2019) noted the next steps to identify delivery routes for projects funded through the investment programme. It also included the recommendation to establish a Programme Management Office for the management of the regional capital programme. The recommendation was approved at committee.
 - 2.1 The CEOs and Mayors and Leaders have been updated on progress to date. The purpose of this report is to provide Overview and Scrutiny Committee with a summary of both progress and the principles underlying our way forward.

Approach

- 3 We are utilising the Infrastructure and Project Authority's Project Initiation Routemap to establish delivery mechanisms and associated governance, including descriptions of the key roles within a delivery programme; Sponsor, Client, Asset Owner and Market. In this way we can incorporate best practice in major project delivery and learning from experience across a wide range of UK infrastructure projects and programmes. The approach is made up of the following key elements:
 - a. Complexity Assessment
 - b. Capability Assessment
 - c. Aligning for Success – establishing the key elements of a successful programme, portfolio and project.

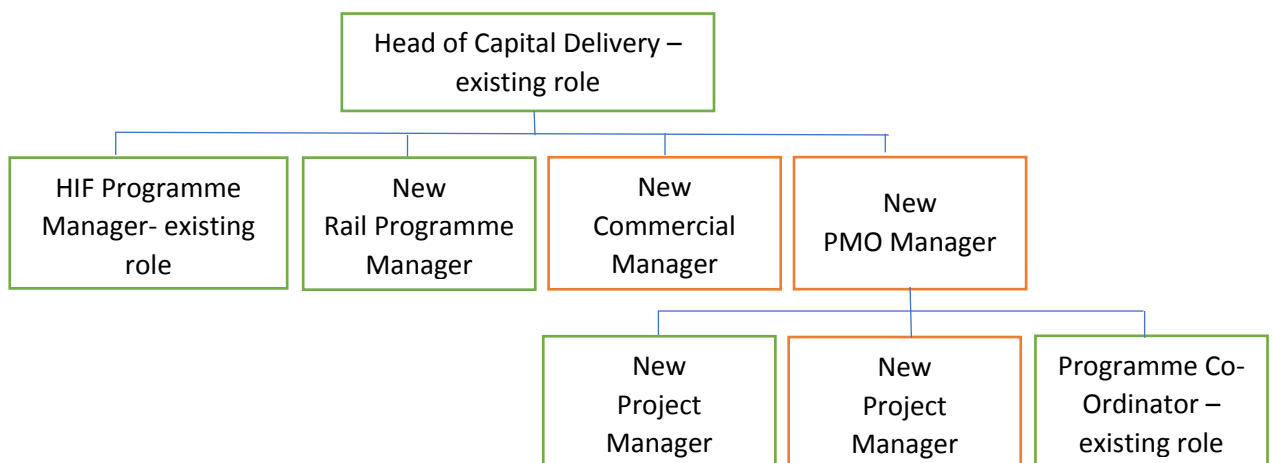
- 4 The routemap also defines the key Project Delivery Roles and their roles and responsibilities:
 - a. Sponsor
 - b. Client
 - c. Asset Manager, and
 - d. Market / Supply Chain

- 5 We have established a Delivery Plan and Programme, illustrating our draft outline delivery routes and integrated programme. These plans are subject to ongoing refinement, and integration with key capital programmes across the region.

- 6 We are developing quarterly project reporting based on existing Highlight Reports and focusing on performance against baseline.

- 7 Resourcing will be required to support effective delivery. We are addressing the resource requirements as follows:
 - a. WECA is in the process of procuring a Professional Services Framework (PSF) to support project delivery. The Framework will include 3 or 4 suppliers, and will be available to WECA and UAs from November 2019.
 - b. Early market engagement will be a key success criteria. WECA will be working with the Civil Engineering Contractors Association (CECA) to deliver a programme of market engagement with contractors within the West of England.
 - c. We are also recruiting to our Capital Delivery Team as follows, roles in the blue boxes will initially be funded via Treasury Surplus as agreed at WECA Committee. Other roles have existing funding or will be project funded:

Figure One: Capital Delivery Team Structure



A Rail Programme Manager and Commercial Manager are being recruited to the team to lead on engagement with Network Rail and to support commercial negotiations and cost control respectively. The PMO Manager and two Project Managers will form the basis of the Project Management Office as described below. This structure will enable us to ‘client’ the initial activity to the end of 2019, developing a robust Execution Strategy across the programme, and Project Plans for each project.

-
- 8 Our PMO will define and standardise the approach to Project Management, disseminating Project Management Best Practice, and:
- Establish and refine Project Management Tools and Processes
 - Manage the project performance reporting process
 - Mentor and support Project Managers delivering the WECA programme
 - Manage an integrated programme to ensure we manage and mitigate interface risk, and maximise the cost and programme opportunities for integrating where possible.
 - Manage resource availability including through provision of Project Managers to support project delivery, and managing the pipeline of work to be let via the PSF.

Next Steps:

- Development of a fully integrated Delivery Programme, including funded projects and key other capital investment across the region (Sept / Oct 2019)
- Development of an Execution Plan including resource requirements (Sept / Oct 2019)
- Recruitment to Capital Delivery Team and establishing PMO (December 2019)
- Development and testing of Project Dashboard (from Sept 2019, quarterly thereafter).

Public Sector Equality Duties

9 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.

9.1 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.

9.2 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.

Recommendation:

- * Overview & Scrutiny Committee to note activity to date, and will be updated as plans progress.

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 Quay, Bristol BS1 6EW; email: democratic.services@westofengland-ca.gov.uk



WEST OF ENGLAND COMBINED AUTHORITY

OVERVIEW AND SCRUTINY COMMITTEE – 2 OCTOBER 2019

REVIEW OF 4 OCTOBER WECA COMMITTEE AND JOINT COMMITTEE REPORTS

DIRECTOR: SHAHZIA DAYA, DIRECTOR OF LEGAL SERVICES

AUTHOR: IAN HIRD, DEMOCRATIC SERVICES & SCRUTINY MANAGER

Purpose

1. The Overview & Scrutiny Committee is asked to review the reports due to be considered at the 4 October WECA Committee and Joint Committee and formulate any comments they may wish to refer to the respective meetings.

Summary

2. In the previous municipal year, members agreed that to assist their scrutiny role, meetings of the committee should generally be scheduled in advance of but close to the date of WECA and Joint Committee meetings, to enable Overview and Scrutiny members to review finalised reports before decisions are taken and to enable members to formulate any comments on the reports.

3. The agenda and reports for the 4 October WECA Committee and Joint Committee were published on 24 September. Copies were sent to Overview & Scrutiny Committee members to ensure they received these reports 5 clear working days in advance of this meeting. The agenda papers can also be accessed from these web links:

Web link to 4 October WECA Committee agenda papers:

<https://westofengland-ca.moderngov.co.uk/ieListDocuments.aspx?CId=141&MId=410>

Web link to 4 October Joint Committee agenda papers:

<https://westofengland-ca.moderngov.co.uk/ieListDocuments.aspx?CId=142&MId=411>

4. The committee is asked to consider whether it wishes to submit any specific comments to the 4 October meetings (a standard slot is included on these agendas to enable the Chair to present any comments on behalf of the committee).

5. In summary, the reports to be considered at the 4 October meetings cover the following subjects:

WECA COMMITTEE – 4 OCTOBER 2019:

- Combined Authority & Mayoral budget outturn report – April - August 2019
- Investment Fund
- Professional Services Framework procurement
- Business Plan 2019/20 – quarter 2 progress report
- Report of the Independent Remuneration Panel

JOINT COMMITTEE REPORTS – 4 OCTOBER 2019:

- Local Enterprise Partnership and Invest Bristol and Bath revenue budget outturn report
- Local Enterprise Partnership One Front Door funding programme
- West of England Placemaking project
- Business Plan 2019/20 – quarter 2 progress report

6. For information, the most recent update of the WECA Committee and Joint Committee Forward Plan is also enclosed.

RECOMMENDATION:

That the committee identify any comments they wish to submit to the respective meetings of the WECA Committee and Joint Committee on 4 October 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 Quay, Bristol BS1 6EW; email: democratic.services@westofengland-ca.gov.uk

West of England Combined Authority Committee and West of England Joint Committee Forward Plan

Publication date: 6 September 2019

The Forward Plan seeks to anticipate (as far as possible) the decisions to be made by the West of England Combined Authority Committee and Joint Committee during the current municipal year. Government guidance recognises that the plan is a best assessment, at the time of publication, of anticipated decision making. The Forward Plan is updated regularly and can be viewed on the West of England Combined Authority website.

The Forward Plan goes beyond the minimum legal requirement for notice of key decisions to be published at least 28 days in advance of the decision-taking meeting, and demonstrates the West of England Combined Authority's commitment to openness and participation in decision making. It also assists the West of England Combined Authority's Overview and Scrutiny Committee in planning their agendas and input to policy formulation and development, and in reviewing the work of the Combined Authority.

For all committee meetings, a formal agenda will be published at a minimum of 5 clear working days before the meeting.

Meetings of the Combined Authority Committee and Joint Committee are scheduled to be held on the following dates for the remainder of the 2019-20 municipal year:

- * 4 October 2019
- * 6 December 2019
- * 31 January 2020 (budget meeting)
- * 20 March 2020

| 4 OCTOBER 2019 - WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE | | |
|--|--|--|
| Item | Lead officer | Email |
| <p>WECA and Mayoral Budget outturn report To present the latest revenue and capital financial outturn budget monitoring report</p> | Malcolm Coe, Director of Investment and Corporate Services | DirectorInvestmentandCorporate@westofengland-ca.gov.uk |
| <p>WECA Investment Fund / Programme – latest proposals To seek the latest required approvals for feasibility, development or delivery funding, and for change requests for projects within the current approved programme</p> | Malcolm Coe, Director of Investment & Corporate Services | DirectorInvestmentandCorporate@westofengland-ca.gov.uk |
| <p>Professional Services Framework procurement To approve the recommended approach following the conclusion of the procurement process agreed by the committee on 14 June 2019</p> | David Carter, Director of Infrastructure | DirectorInfrastructure@westofengland-ca.gov.uk |
| <p>Bristol Temple Meads to Bath Strategic Corridor A4/A37 To provide the committee with a progress update if appropriate</p> | David Carter, Director of Infrastructure | DirectorInfrastructure@westofengland-ca.gov.uk |
| <p>2019/20 Business Plan progress report To provide the Quarter 2 assessment of the delivery of the Combined Authority's Business Plan for 2019/20</p> | Lynda Bird, Head of Performance, Planning and Projects | strategy@westofengland-ca.gov.uk |

Independent Member Remuneration Panel

To consider a report from the Independent Member Remuneration Panel

Shahzia Daya, Director of Legal Services

DirectorLegal@westofengland-ca.gov.uk

| 4 OCTOBER 2019 - JOINT COMMITTEE | | |
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| Item | Lead officer | Email |
| <p>Local Enterprise Partnership (LEP) revenue budget outturn</p> <p>To present the latest forecast revenue outturn budget monitoring information covering both the LEP and IBB revenue budgets</p> | Malcolm Coe, Director of Investment & Corporate Services | DirectorInvestmentandCorporate@westofengland-ca.gov.uk |
| <p>LEP One Front Door Funding Programme</p> <p>To consider the latest business cases seeking approval for funding through the Local Growth Fund / Economic Development Fund</p> | Malcolm Coe, Director of Investment & Corporate Services | DirectorInvestmentandCorporate@westofengland-ca.gov.uk |
| <p>2019/20 Business Plan progress report</p> <p>To provide the Quarter 2 assessment of the delivery of the Combined Authority's Business Plan for 2019/20</p> | Lynda Bird, Head of Performance, Planning and Projects | strategy@westofengland-ca.gov.uk |
| <p>West of England Placemaking project</p> <p>To approve proposals for delivery of the West of England Placemaking project</p> | David Carter, Director of Infrastructure | DirectorInfrastructure@westofengland-ca.gov.uk |

| 6 DECEMBER 2019 - WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE | | |
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| Item | Lead officer | Email |
| <p>WECA and Mayoral Budget outturn report To present the latest revenue and capital financial outturn budget monitoring report</p> | Malcolm Coe, Director of Investment and Corporate Services | DirectorInvestmentandCorporate@westofengland-ca.gov.uk |
| <p>Treasury Management monitoring report – April-September 2019 To present the Treasury Management monitoring report for the period April-September 2019</p> | Malcolm Coe, Director of Investment and Corporate Services | DirectorInvestmentandCorporate@westofengland-ca.gov.uk |
| <p>WECA Investment Fund / Programme – latest proposals To seek the latest required approvals for feasibility, development or delivery funding, and for change requests for projects within the current approved programme</p> | Malcolm Coe, Director of Investment & Corporate Services | DirectorInvestmentandCorporate@westofengland-ca.gov.uk |
| <p>Transport Authority Integration To approve proposals for the delivery of strategic transport authority integration</p> | David Carter, Director of Infrastructure | DirectorInfrastructure@westofengland-ca.gov.uk |
| <p>Cultural Strategy To provide an update on the development of, and seek endorsement of a cultural strategy for the Combined Authority</p> | Lynda Bird, Head of Performance, Planning and Projects | strategy@westofengland-ca.gov.uk |

6 DECEMBER 2019 - JOINT COMMITTEE

| Item | Lead officer | Email |
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| Local Enterprise Partnership (LEP) revenue budget outturn To present the latest forecast revenue outturn budget monitoring information covering both the LEP and IBB revenue budgets | Malcolm Coe, Director of Investment & Corporate Services | DirectorInvestmentandCorporate@westofengland-ca.gov.uk |
| LEP One Front Door Funding Programme To consider the latest business cases seeking approval for funding through the Local Growth Fund / Economic Development Fund | Malcolm Coe, Director of Investment & Corporate Services | DirectorInvestmentandCorporate@westofengland-ca.gov.uk |
| West of England Joint Spatial Plan To update the committee regarding the Joint Spatial Plan | David Carter, Director of Infrastructure | DirectorInfrastructure@westofengland-ca.gov.uk |

| 31 JANUARY 2020 - WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE – BUDGET MEETING | | |
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| Item | Lead officer | Email |
| <p>WECA and Mayoral Budget outturn report To present the latest revenue and capital financial outturn budget monitoring report</p> | Malcolm Coe, Director of Investment and Corporate Services | DirectorInvestmentandCorporate@westofengland-ca.gov.uk |
| <p>Mayoral budget setting report 2020/21 To approve the budget for the Combined Authority Mayoral functions for 2020/21</p> | Malcolm Coe, Director of Investment and Corporate Services | DirectorInvestmentandCorporate@westofengland-ca.gov.uk |
| <p>Combined Authority budget 2020/21 To approve the 2020/21 budget for the Combined Authority</p> | Malcolm Coe, Director of Investment and Corporate Services | DirectorInvestmentandCorporate@westofengland-ca.gov.uk |
| <p>Capital Strategy including Treasury Management and Investment Strategies To approve the updated Capital Strategy for the Combined Authority including the Treasury Management and Investment Strategies</p> | Malcolm Coe, Director of Investment and Corporate Services | DirectorInvestmentandCorporate@westofengland-ca.gov.uk |
| <p>WECA Investment Fund / Programme – latest proposals To seek the latest required approvals for feasibility, development or delivery funding, and for change requests for projects within the current approved programme</p> | Malcolm Coe, Director of Investment & Corporate Services | DirectorInvestmentandCorporate@westofengland-ca.gov.uk |

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| <p>2019/20 Business Plan progress report To provide the Quarter 3 assessment of the delivery of the Combined Authority's Business Plan for 2019/20</p> | <p>Lynda Bird, Head of Performance, Planning and Projects</p> | <p>strategy@westofengland-ca.gov.uk</p> |
| <p>2020/21 Business Plan To agree the Combined Authority's Business Plan for 2020/21</p> | <p>Lynda Bird, Head of Performance, Planning and Projects</p> | <p>strategy@westofengland-ca.gov.uk</p> |
| <p>Update on Climate Emergency action planning To provide a 6 month update following the 19 July 2019 declaration of a climate emergency by the Combined Authority</p> | <p>Jess Lee, Head of Strategy</p> | <p>strategy@westofengland-ca.gov.uk</p> |

| 31 JANUARY 2020 - JOINT COMMITTEE – BUDGET MEETING | | |
|---|--|--|
| Item | Lead officer | Email |
| <p>Local Enterprise Partnership (LEP) revenue budget outturn</p> <p>To present the latest forecast revenue outturn budget monitoring information covering both the LEP and IBB revenue budgets</p> | Malcolm Coe, Director of Investment & Corporate Services | DirectorInvestmentandCorporate@westofengland-ca.gov.uk |
| <p>Revenue budget setting report 2020/21 – LEP and IBB</p> <p>To present the LEP and IBB budget proposals for 2020/21</p> | Malcolm Coe, Director of Investment & Corporate Services | DirectorInvestmentandCorporate@westofengland-ca.gov.uk |
| <p>LEP One Front Door Funding Programme</p> <p>To consider the latest business cases seeking approval for funding through the Local Growth Fund / Economic Development Fund</p> | Malcolm Coe, Director of Investment & Corporate Services | DirectorInvestmentandCorporate@westofengland-ca.gov.uk |
| <p>Joint Local Transport Plan 4</p> <p>To approve the updated Joint Local Transport Plan following the public consultation that took place in February-March 2019 and the subsequent further development of the plan</p> | David Carter, Director of Infrastructure | DirectorInfrastructure@westofengland-ca.gov.uk |
| <p>2019/20 Business Plan progress report</p> <p>To provide the Quarter 3 assessment of the delivery of the Combined Authority's Business Plan for 2019/20</p> | Lynda Bird, Head of Performance, Planning and Projects | strategy@westofengland-ca.gov.uk |

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|---|---|---|
| <p>2020/21 Business Plan To agree the Combined Authority's Business Plan for 2020/21</p> | <p>Lynda Bird, Head of Performance, Planning and Projects</p> | <p>strategy@westofengland-ca.gov.uk</p> |
| <p>Update on Climate Emergency action planning To provide a 6 month update following the 19 July 2019 declaration of a climate emergency by the Combined Authority</p> | <p>Jess Lee, Head of Strategy</p> | <p>strategy@westofengland-ca.gov.uk</p> |

20 MARCH 2020 - WEST OF ENGLAND COMBINED AUTHORITY COMMITTEE

| Item | Lead officer | Email |
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| WECA and Mayoral Budget outturn report To present the latest revenue and capital financial outturn budget monitoring report | Malcolm Coe, Director of Investment and Corporate Services | DirectorInvestmentandCorporate@westofengland-ca.gov.uk |
| WECA Investment Fund / Programme – latest proposals To seek the latest required approvals for feasibility, development or delivery funding, and for change requests for projects within the current approved programme | Malcolm Coe, Director of Investment & Corporate Services | DirectorInvestmentandCorporate@westofengland-ca.gov.uk |

20 MARCH 2020 - JOINT COMMITTEE

| Item | Lead officer | Email |
|--|--|--|
| Local Enterprise Partnership (LEP) revenue budget outturn To present the latest forecast revenue outturn budget monitoring information covering both the LEP and IBB revenue budgets | Malcolm Coe, Director of Investment & Corporate Services | DirectorInvestmentandCorporate@westofengland-ca.gov.uk |
| LEP One Front Door Funding Programme To consider the latest business cases seeking approval for funding through the Local Growth Fund / Economic Development Fund | Malcolm Coe, Director of Investment & Corporate Services | DirectorInvestmentandCorporate@westofengland-ca.gov.uk |